



**THE DISTRICT OF THUNDER BAY  
SOCIAL SERVICES ADMINISTRATION BOARD**

**EXPRESSION OF INTEREST NO. 2025-003 EOI**

**Development of  
Transitional or  
Long-Term  
Supportive  
Housing  
Facilities**

for

**The District of Thunder Bay Social Services Administration Board**

## **Development of Transitional or Long-Term Supportive Housing Facilities**

The District of Thunder Bay Social Services Administration Board (TBDSSAB) is seeking Expressions of Interest (EOI) from non-profit organizations wishing to develop/operate Transitional and Long-Term Supportive Housing Facilities and provide appropriate support services. TBDSSAB is prioritizing projects submitted by, or in partnership with, Indigenous led organizations to ensure the creation of culturally relevant services for Indigenous individuals experiencing homelessness.

**Transitional housing** is defined as a supportive, yet temporary, type of accommodation that is meant to bridge the gap from homelessness to permanent housing by offering structure, supervision, support (for addictions and mental health, for instance), life skills, and in some cases, education and training.

Transitional Housing can be either 1<sup>st</sup> Stage (generally shorter term with more intensive supports), or 2<sup>nd</sup> Stage (generally can be multiple years, more independent living than 1<sup>st</sup> Stage with less support but still connected to some supports). Transitional housing living accommodation is intended to be provided for no more than a four-year period, and is exempted from the *Residential Tenancies Act, 2006*, under section 5.1.

**Long-Term Supportive housing** combines long-term housing options with flexible, and ongoing support services (e.g. counselling, life skills training, activities of daily living, behavioural supports) to enable individuals to live as independently as possible in their community.

TBDSSAB's goal is to increase access to transitional and long-term supportive housing for those who require additional supports and treatment in order to live independently. This may include individuals who are currently street engaged, living in substandard housing, exiting from provincial or federal institutions, or dealing with mental health and/or substance use issues. The development of a culturally respectful, community-based approach to transitional housing with supports will specifically address the most vulnerable populations needing assistance.

TBDSSAB requires investment, including financial, human resources and operational, from the proponent to support the ongoing services and staffing required to assist the transitional tenants. Further, organizations whose primary operational objective is to support individuals in addressing mental health and addictions, health concerns, or life stabilization supports would be ideal. It is TBDSSAB's objective to provide funding for the purchase/development of housing property wherein the proponent would acquire ownership, following required program deliverables.

## **Submission Requirements**

### **Eligible respondents must demonstrate the following:**

- Be a legal corporate entity in the province of Ontario.
- Experience in the delivery of health supports, mental health & addictions treatments, life skills and stabilization services, and other related supports and services.
- Ability to establish service agreements with defined outcome deliverables related to the service of vulnerable populations.
- Ability to manage day-to-day operational matters related to the operation of a transitional housing property.
- Ability to maintain a staff of experienced, licensed (where appropriate), trained and proficient individuals.

## **Eligible Projects**

### **New Facilities:**

- Acquisition and, where required, rehabilitation of existing buildings to create transitional housing or permanent supportive housing.
- Conversion of existing buildings to create transitional or permanent supportive housing.
- Expansion of an existing transitional housing or permanent supportive housing facility.
- Conventional or modular construction of a new permanent supportive or transitional housing facility or expansion of a current transitional or permanent supportive housing construction project in-progress to increase capacity.
- Minimum of 10 years operating.

**Projects must be “shovel ready” with acquisition and/or construction commencing within 120 days of signing the HPP Capital Agreement with TBDSSAB.**

## **Access and Eligibility of Tenants**

All units created through Homelessness Prevention Program (HPP) capital funding would be required to become part of the TBDSSAB Transitional Housing Program. All intake processes will be addressed by TBDSSAB and participating community partners. Applicants may be referred from emergency shelters, community support organizations, or direct connection with TBDSSAB.

## **Preferences**

While all responses to this EOI will be considered, TBDSSAB is most interested in responses which address the following key criteria:

- Experience in delivering a transitional or supportive housing model.
- 24 hour/day presence at the properties.

- Financial, Human Resources and operational investment by the proponent in the ongoing operations of the transitional housing projects.
- Indigenous organization.

TBDSSAB will also give priority to responses which:

- Have access to next-stage independent housing options.
- Offer ongoing supports following exit from transitional housing.
- Offer an Indigenous cultural and learning experience.
- Have experience in working with vulnerable populations.
- Offer capital investment funding.

## **Submission Details**

**In the response to the EOI, respondents should include:**

- The name of the respondent organization and the key contact information (phone number, mailing, and e-mail addresses).
- The respondent's experience in providing housing and resident supports, including life skills, educational enhancements, job readiness training, mental health and addictions counselling, healthy lifestyle promotion and other related skills and services.
- The location/address of similar facilities and services currently offered including the number of individuals supported, services provided, and outcomes achieved.
- Proposed staffing model, service plan, and key measurables.
- Proposed new tenant intake plan, individual evaluation strategy, and determination model for supports and services.
- Plans for an evaluation model to show the impact of services and the results of transition to next-stage housing.
- Any relevant partnerships (other agencies, supports, other program funding).
- The respondents experience in residential development, construction, and property/tenant management.
- The location/address of the proposed site (if known).
- Zoning of the site (including any information as to the need for rezoning, minor variances, etc.).
- The environmental status of the land (include a copy of a Phase 1 Environmental Assessment, if completed).
- The number, type and size of the units offered for this program.
- Proposed drawings and site plan for the project.
- Proposed timing of construction start.
- The proposed rents (and whether utilities are likely to be included).
- A preliminary capital budget with proponent contribution and operating budget.

## **Review Criteria**

TBDSSAB will review all EOI's and determine the general viability of proposals as well as the ability to meet the defined needs outlined in this EOI.

TBDSSAB will review submissions based on the following:

- Addresses community need.
- Appropriateness of services delivered.
- Identification of a service plan.
- Quantifiable outcomes for transition to more independent housing.
- Readiness to assume operation with appropriate staff, resources and leadership based on timeframes provided.
- Financial sustainability.

## **Submission Deadline**

Expressions of Interest are to be addressed to:

**The District of Thunder Bay Social Services Administration Board  
231 May Street South  
Thunder Bay, ON P7E 1B5**

**and should be received by 4:00 p.m. local time on December 15, 2025.**

An Expression of Interest may be submitted by email to the contact person named below, or it may be sent to the address specified above by mail or delivered by courier, in each case prior to the closing time.

**Dave Stewart**  
**Supervisor, Purchasing & Inventory Control**  
[david.stewart@tbdssab.ca](mailto:david.stewart@tbdssab.ca)

## **Questions**

All questions/inquiries related to this EOI shall be directed in writing via electronic mail to Dave Stewart, Supervisor Purchasing and Inventory Control as per contact information listed above.

Any information provided by anyone other than the above-mentioned will not be considered binding, nor will it change the requirements of this EOI.

### **Late Expression of Interest**

TBDSSAB may, in its discretion, accept, or reject and return any EOI received after the closing time.

### **Lack of Information**

Following receipt of an EOI, TBDSSAB may, in its sole discretion and without having any duty or obligation to do so, request that the respondent provide TBDSSAB with additional information to clarify or substantiate the information provided by the respondent.

If a respondent fails to provide information required for TBDSSAB evaluation of the respondent's qualifications or fails to provide timely clarification or substantiation of the information supplied, that failure may result in no further consideration being given to the EOI.

### **Confidentiality**

All information collected and discussed regarding the above EOI's, are to be kept private and confidential between the respondent and TBDSSAB. No public disclosures to any third party, are to take place unless agreed upon by both parties.