

Community Housing Directive

AIR 2019-02 Annual Information Return

Date of Directive: April 18, 2019
Replaces Directive: 2008-03
Effective Date: Immediate
 Until further notice
 To be updated annually
Section: Community Housing Provider Reporting and Budgets
Reference: n/a
Applies to: HSA Providers (including Special Needs Providers)
 Non-HSA Providers
 HAP and Managers of other Community Housing Wait Lists

As required under the Housing Services Act, 2011, Housing Providers are required to submit an annual report package to their respective Service Managers. This report package is comprised of the following reports.

1. Audited financial statements for the fiscal year
2. Annual Information Return (AIR)
3. Auditor's Derivative Report
4. Auditor's Report on Financial Information contained in the AIR

Non-profit and co-operative Housing Providers will use the Accountant's Report in preparing their annual report pack to the Service Manager.

The due date for the AIR is 5 months from the year-end.

David Pritchard
Financial Officer
Housing Services

From time to time, the Service Manager issues directives to communicate policy directions and updates to Community Housing Providers in its jurisdiction.