



THE AGENCY
FOR CO-OPERATIVE
HOUSING

L'AGENCE
DES COOPÉRATIVES
D'HABITATION

Information Sheet: Aging in Place

Nowadays, many people are planning to remain in their homes for as long as possible and are looking forward to aging in place.

An Aging-in-Place Conversion Assessment gives important information about your housing co-operative and the potential modifications that will help members age in place comfortably within their unit and co-operative.

Your co-op will want to develop a solid plan about aging in place for the benefit of current members and those who will live there in years to come.

Here are the two main reasons for getting an Aging-in-Place Conversion Assessment:

1. To use in developing a plan for identifying your co-op's preferred aging-in-place modifications
2. To determine how much the preferred aging-in-place modifications will cost your co-op.

What is an Aging-in-Place (AIP) Conversion Assessment?

An AIP Conversion Assessment is a review of your building(s) and their architectural systems, including finishes to unit interiors and common areas, which will help identify the required or preferred modifications that will help members age in place. The AIP Conversion Assessment will also include budget estimates for each modification of the selected housing unit(s) and common areas.

Who should prepare your Aging-in-Place Conversion Assessment?

For an AIP Conversion Assessment, you'll need the services of a qualified consultant with experience in completing these reports. We recommend that you go to a Certified Aging-in-Place Specialist (CAPS), as designated by the National Association of Home Builders (NAHB).

What is the scope of services for an Aging-in-Place Conversion Assessment?

For an AIP Conversion Assessment, the scope of services due from the consultant includes

- meeting with the housing co-op's contact person and reviewing available documentation provided by the co-op

- conducting a general review of the site components, building exteriors and common areas to get a better understanding of the property
- conducting a visual review inside all units selected for modification
- developing an AIP Conversion Assessment identifying the co-op's preferred modifications, including recommendations and budget estimates for each modification affecting the different housing units and common areas.

How much will an Aging-in-Place Conversion Assessment cost?

At the time of writing, an AIP Conversion Assessment usually costs between \$4,000 and \$6,000. The cost will vary depending on your building type(s), where your co-op is located and the size of your property. It will also depend on the number of aging-in-place modifications being assessed.

What information do I need to provide for an Aging-in-Place Conversion Assessment?

In order for the consultant to complete their assessment, you will need a list of the proposed aging-in-place modifications and the specific units and common areas you have chosen for these changes. You may also need to share as-built construction drawings and specifications, records of previous capital work affecting those areas, and maintenance and inspection records. By providing the consultant with more information, you will help ensure that the AIP Conversion Assessment reflects the co-op's current condition and that the consultant recommends appropriate modifications for the selected unit(s). Some consultants may charge an extra fee for any missing blueprints/as-built drawings.

Agency service fee to commission an Aging-in-Place Conversion Assessment Report

The Agency charges an administrative fee of \$400 + applicable taxes to assist a co-op in commissioning and reviewing an Aging-in-Place Conversion Assessment, report.

Contact information

To commission an Aging-in Place Conversion Assessment or get more information, please speak to your relationship manager or contact the Agency's Technical Services team directly at jbalmaceda@agency.coop (1-866-660-3140 x627).