

EXPRESSION OF INTEREST

Homelessness Partnering Strategy

Kelowna, BC

August 14, 2017

SUBMISSION DEADLINE: SEPTEMBER 18, 2017 at 4:00 PM

All inquiries related to the Expression of Interest are to be directed to the Community Entity Coordinator, Mia Burgess: 250-861-6160 or mia@centralokanaganfoundation.org **Information obtained from any other source is not official and may be inaccurate.**

The lowest dollar amount will not necessarily be selected. **Projects are reviewed by an impartial Review Committee. The Community Advisory Board on Homelessness is responsible for approving projects.** Central Okanagan Foundation (COF) or a designate for COF, reserves the right to reject some or all Expressions of Interest. COF or a designate for COF is under no obligation to approve any application through this expression of interest. The approval of funding is contingent on Employment and Social Development Canada's confirmation of funding.

EXPRESSION OF INTEREST

The Central Okanagan Foundation is accepting Expressions of Interest (EOI) from organizations interested in receiving Homelessness Partnering Strategy funding for the delivery of programs under HPS Community Plan Priorities 1 & 2.

Project start date: April 1, 2018

Project end date: March 31, 2019

AVAILABLE FUNDING

Designated Communities	
Fiscal Year	April 2018 – March 2019
Priority 1	\$77,123- 40%
Priority 2	\$115,684-60%
Total Budget	\$192,807

Aboriginal Homelessness	
Fiscal Year	April 2018 – March 2019
Priority 2	\$104,687- 100%
Total Budget	\$104,687

The **Designated Communities** stream funds projects in 61 communities identified as having a significant problem with homelessness. Homelessness Partnering Strategy funds are targeted to priorities identified in the local community plan.

The **Aboriginal Homelessness** stream funds projects delivered primarily by Aboriginal service providers, to address the specific needs of off-reserve Aboriginal people who are homeless or at imminent risk of homelessness. It includes activities that promote inclusion within the Aboriginal community and practices to ensure services are culturally-appropriate.

COMMUNITY PLAN PRIORITIES

Priority 1: To reduce homelessness through a Housing First approach.

Priority 2: To improve the self-sufficiency of homeless individuals and families and those who are at imminent risk of homelessness through individualized services.

ELIGIBILITY REQUIREMENTS

Geographic Area

In order to be eligible for funding through HPS, the project activities must take place in the city of Kelowna, BC.

Eligible Recipients

- Individuals;
- Nonprofit organizations;
- Municipalities;
- Aboriginal organizations;
- Public health and educational institutions; and
- Provincial and territorial governments and their entities, including institutions, agencies and Crown Corporations.

For-profit organizations may be eligible for funding provided that the nature and intent of the activity is: non-commercial; not intended to generate profit; based on fair market value; supports program priorities and objectives; and fits within the community plan.

ELIGIBLE ACTIVITIES

PRIORITY 1:

The following activities are eligible for funding under Priority 1 (to reduce homelessness through a Housing First approach).

Housing First readiness

For example:

- Defining the Housing First model (e.g. consultation, coordination, planning, and assessment);
- Identifying, integrating and improving services (including training on Housing First activities (and functions));
- Partnership development in support of a Housing First approach; and
- Working with the housing sector to identify opportunities for and barriers to permanent housing (e.g. establishing landlord relationships, mapping of current available assets).

Client intake and assessment

For example:

- Coordinated intake management (where feasible); and
- Client identification, intake and assessment, focusing on the chronically and episodically homeless populations.

Connecting clients to permanent housing

For example:

- Facilitate access to housing, which could include providing emergency housing funding (e.g. rent subsidies, housing allowances) to bridge clients to provincial/territorial/municipal systems;
- Set-up apartments (insurance, damage deposit, first and last months' rent, basic groceries and supplies at move-in, etc.);
- Furnish apartments for HF clients (furniture, dishes, etc.);
- Repair damages caused by HF clients;
- Provide landlord-tenant services; and
- Re-housing (if required).

Accessing services through case management

For example:

- Coordination of a case management team;
- Peer Support;
- Working with clients to set goals;
- Identifying a strategy for reaching the goals;
- Connecting clients to services needed to reach the client’s goal;
- Monitoring progress; and
- Support services to improve the self-sufficiency of chronically and episodically homeless individuals and families in the Housing First program through individualized services, including:
 - Connecting clients to income supports;
 - Pre-employment support, and bridging to the labour market;
 - Life skills development (e.g. budgeting, cooking);
 - Supports to improve clients’ social integration;
 - Culturally relevant responses to help Aboriginal clients; and
 - Connecting clients to education and supporting success.

Data tracking & monitoring

For example:

- Identifying the size and make-up of the chronically and episodically homeless population; and
- Tracking Housing First clients.

Ensuring clients have (optional) access to clinical support services is an important component of the Housing First program model. ***Organizations applying for Homelessness Partnering Strategy money would benefit from partnering with the Interior Health Assertive Community Treatment Team to make clinical services available for Housing First clients.***

6 CORE PRINCIPLES OF HOUSING FIRST

Agencies applying to **operate a Housing First program** must demonstrate that the program meets the six mandatory principles under the Homelessness Partnering Strategy Housing First approach:

- 1) **Rapid housing with supports:** This involves directly helping clients locate and secure permanent housing as rapidly as possible and assisting them with moving in or re-housing if needed. Housing readiness is not a requirement.
- 2) **Offering client choice in housing:** Clients must be given choice in terms of housing options as well as the services they wish to access.
- 3) **Separating housing provision from other services:** Acceptance of any services, including treatment, or sobriety, is not a requirement for accessing or maintaining housing, but clients must be willing to accept regular visits, often weekly. There is also a commitment to rehousing clients as needed.
- 4) **Providing tenancy rights and responsibilities:** Clients are required to contribute a portion of their income towards rent. The preference is for clients to contribute 30 percent of their income, while the rest would be provided via rent subsidies. A landlord-tenant relationship must be established. Clients housed have rights consistent with applicable landlord and tenant acts and regulations. Developing strong relationships with landlords in both the private and public sector is key to the Housing First approach.
- 5) **Integrating housing into the community:** In order to respond to client choice, minimize stigma and encourage client social integration, more attention should be given to scattered-site housing in the public or private rental markets. Other housing options such as social housing and supportive housing in congregate setting could be offered where such housing stock exists and may be chosen by some clients.
- 6) **Strength-based and promoting self-sufficiency:** The goal is to ensure clients are ready and able to access regular supports within a reasonable timeframe, allowing for a successful exit from the HF program. The focus is on strengthening and building on the skills and abilities of the client, based on self-determined goals, which could include employment, education,

social integration, improvements to health or other goals that will help to stabilize the client's situation and lead to self-sufficiency.

PRIORITY 2:

The following activities are eligible for funding under Priority 2 (to improve the self-sufficiency of homeless individuals and families and those who are at imminent risk of homelessness through individualized services).

- Housing placement (outside of Housing First);
- Connecting clients to income supports;
- Pre-employment support, and bridging to the labour market;
- Life skills development (e.g. budgeting, cooking);
- Supports to improve clients' social integration;
- Culturally relevant responses to help Aboriginal clients;
- Connecting clients to education and supporting success;
- Liaise and refer to appropriate resources;
- Housing loss prevention (only for individuals and families at imminent risk of homelessness); and
- Basic or urgent needs services.

Eligible Costs

- Overhead costs, including costs related to central administrative functions of the recipient organization that are drawn upon to support agreement activities (such as shared postage, telephones, IT maintenance and head office support);
- Costs of materials and supplies;
- Wages and mandatory employment related costs (MERCs);
- Staff training and professional development costs;
- Honoraria;
- Printing and communication costs;
- Professional fees, such as consultants, audit, technical expertise, facilitation and legal costs;

- Participant costs; and
- Vehicles, tools, equipment, machinery, computers, and furniture.

INELIGIBLE ACTIVITIES

Ineligible Activities under Priority 1

- Building or purchasing new facilities;
- Repurposing existing facilities; and
- Core functions of an Assertive Community Treatment (ACT) team (e.g. provision of direct medical/clinical services to clients).

Ineligible Activities under Priority 1 and Priority 2

- Building, renovating or repurposing facilities for Affordable housing;
- New construction or purchase of facilities for emergency shelters;
- Emergency housing funding (e.g. rent subsidies, housing allowances) when the client is supported by existing provincial/territorial and municipal rent subsidy programs;
- Direct income support to individuals who are homeless, at risk or at imminent risk of homelessness;
- Medical/clinical staff wages;
- Clinical health and treatment services;
- Daycare;
- Advocacy and lobbying activities towards elected representatives on questions related to homelessness and public awareness activities;
- Public Education (e.g. education tuition, teaching salary);
- Activities and supports taking place on-reserve; and
- Software development and/or the purchase of hardware for the collection and/or management of homelessness data that results in an inability to participate in the National Homelessness Information System initiative (NHIS); and that constitutes a redundant use of funds and duplicates activities already offered through the Homeless Individuals and

Families Information System (HIFIS) software. For example: purchasing alternative software that performs similar functions to the HIFIS software.

Funds from Other Sources: Partnerships

A partnership is a collaborative relationship between entities that brings together funding resources and human resources. The applicant organization must demonstrate that they are leveraging additional resources for their proposed project through partnerships.

Contributing partners may include provincial and local governments, health authorities, not-for-profit organizations, and private foundations or corporations. Expressions of Interest including contributions from non-HPS sources will receive credit during the review process.

EXPRESSION OF INTEREST ASSESSMENT CRITERIA

Please ensure that you answer **all questions** listed below in your expression of interest (EOI) and include a completed budget (see attached budget details template). Please limit your EOI to no more than **2,000 words**. **Please do not exceed the word count limit. Only include information that is requested.** EOI's will be evaluated based on how the extent to which they meet the assessment criteria.

1) Description of organization:

- Description of mission, history and past accomplishments, including completed projects and recognition/awards.

2) Provide a summary statement:

- Summary statement should introduce organization, list organization type ; and
- Describe the problem the proposed project is aiming to address, describe the target participants to be served and describe how proposed project addresses the problem.

3) Does the proposed project meet eligibility?

- Indicate that the project takes place in City of Kelowna;
- List funding stream applying under;
- Indicate project priority 1 or 2;
- Describe all eligible activities that will be undertaken within priority selected; and
- If application is for the operation of a **Housing First project**, demonstrate that project meets 6 core principles of Housing First.

4) Partnership Commitments:

- Outline partnership commitments to proposed project:
 - Name of partnership organization, type of partnership contribution (cash or in-kind), dollar amount of cash-or in-kind contribution; and
 - if an organization has agreed to share resources (in-kind) with the applicant organization in the delivery of project activities, this must be clearly explained.

5) Cultural Appropriateness

- All applicants (Designated Communities stream and Aboriginal Homelessness stream) are required to explain how their proposed project responds to the unique needs of the aboriginal population that is homeless or at-risk of homelessness in Kelowna.

6) Budget Details Template

- Please fully complete the attached budget details template

EXPRESSION OF INTEREST CLOSING DATE

Please email an Expression of Interest (**maximum 2,000 words**) to the Community Entity Coordinator, Mia Burgess: mia@centralokanaganfoundation.org **no later than 4:00 PM PDT on September 18, 2017**. Late applications will not be accepted.