



Director



CAO

COUNCIL AGENDA

Date: April 25, 2022 Item: 14.1



14.1

**DISTRICT OF WEST VANCOUVER**  
750 17TH STREET, WEST VANCOUVER BC V7V 3T3**COUNCIL REPORT**

Date:	April 7, 2022
From:	Arleta Beckett, Community Services & Community Development Manager
Subject:	UBCM 2022 Strengthening Communities' Services Program – North Shore Application
File:	2620-01

**RECOMMENDATION**

THAT

1. staff be directed to work with the City of North Vancouver and the District of North Vancouver to submit a joint regional grant application for the North Shore to secure funding under the Union of British Columbia Municipalities' 2022 Strengthening Communities' Services Program;
2. the City of North Vancouver act as the primary applicant for the North Shore application to apply for, receive, and manage the 2022 Union of British Columbia Municipalities' grant funding on behalf of the District of West Vancouver; and
3. subject to confirmation that full funding is available, staff be directed to implement the project.

**1.0 Purpose**

The purpose of this report is to obtain Council approval to submit a joint North Shore grant application (up to \$995,000) to the Union of British Columbia Municipalities (UBCM) Strengthening Communities' Services 2022 Program (2022 Program). The joint application would allow the three North Shore municipalities, in partnership with the Squamish Nation and Tsleil-Waututh Nation, and local not-for-profit service providers, to improve the health and safety of unsheltered homeless people on the North Shore and address related urgent community impacts. The City of North Vancouver (CNV) would be the primary applicant with the District of North Vancouver (DNV) and the District of West Vancouver (District) as partners.

The three North Shore municipalities are required to submit their respective resolutions authorizing the identified project to proceed. Each partnering applicant's Council resolution must clearly state their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf. The 2022 Program application is due April 22, 2022. Should Council not authorize the application to go forward at the April 25, 2022 regular meeting, the application will go forward with a lesser

funding request due to the grant conditions for full regional municipal participation.

## **2.0 Legislation/Bylaw/Policy**

Addressing Homelessness in Metro Vancouver (2017) uses a conceptual framework to develop recommendations and strategies to prevent region-wide homelessness, serve people who are homeless, and create pathways out of homelessness. The Province of British Columbia (BC) introduced TogetherBC (2019) as its first poverty reduction strategy which aims to make life more affordable for people struggling to get by through reducing costs and increasing incomes.

Strategies in the Blueprint for Social Responsibility and Change (2017) help support the District to anticipate and meet community needs as demographic changes occur. These include participation in regional and tri-municipal planning tables and joint funding initiatives to share knowledge and implement strategies for addressing priority issues.

## **3.0 Council Strategic Plan/Official Community Plan**

### Council Strategic Plan 2021-2022

The District Council's Strategic Plan support housing by setting objectives to fulfill the goal to significantly expand the diversity and supply of housing, including housing that is more affordable.

### Official Community Plan

The District's Official Community Plan recognizes community health and social sustainability as critical tenets of the overall social fabric of a community. Housing is central to social and community health. The Official Community Plan provides Council with a range of policies to provide greater housing options including the creation of new market and non-market rental, seniors, and supportive housing.

## **4.0 Financial Implications**

The proposed activities for the 2022 Program have a \$995,500 potential budget. The 2022 Program activities will build on the work that was funded by the 2021 Program and will address the four guiding principles of the TogetherBC poverty reduction strategy: affordability, opportunity, reconciliation, and social inclusion.

Under the 2022 Program, eligible applicants include all local governments and Treaty First Nations. Two or more eligible applicants may submit a single regional application and demonstrate cost efficiencies. Funding is based on population and matching funds are not required. Regions with populations up to 200,000 are eligible for up to \$625,000, however, UBCM indicated that additional funding may be available on subscription to the program from across BC. As a result, the joint North Shore application proposes activities costing up to \$995,000 which can be scaled depending

on the available funding. Going beyond the application guideline will not preclude the North Shore application from being considered. If one of the municipal partners decides not to participate, the regional funding allotment will decrease by approximately 50%.

Local governments are encouraged to engage with First Nations and Indigenous organizations to help build relationships, benefit both communities, and enhance reconciliation. The 2022 Program grant can contribute up to 100% of the cost of eligible activities. The grant application for the second intake is due April 22, 2022.

## **5.0 Background**

### 5.1 Previous Decisions

#### North Shore Homelessness Action Initiative (NSHAI)

Council, at its July 20, 2020 regular meeting, passed a resolution to participate on the NSHAI's Steering Committee (elected and appointed officials) and Working Group (staff). NSHAI is a cross-jurisdictional committee formed in 2020 to address homelessness on the North Shore. NSHAI provides a forum for coordination amongst governments and agencies with direct and indirect authority for homelessness initiative, supportive policies, funding, and capital investments.

#### West Vancouver Housing Needs Report

The District's Housing Needs Report received by Council on January 25, 2021, focuses on meeting the need for market and non-market rental housing; seniors housing; special needs and/or accessibility designed housing; and more diverse and affordable ownership options. The report highlights the divide between incomes and housing costs which is evident in the number of households in core and extreme core housing need and the lack of housing diversity that impacts options available to various demographics.

#### UBCM 2021 Strengthening Communities' Services Program

Council, at its April 12, 2021 regular meeting, passed resolutions directing staff to work with the CNV and DNV to secure funding under a joint regional grant application for the North Shore under the UBCM 2021 Strengthening Communities Services Program. CNV was the lead applicant on this initiative.

### 5.2 History

#### Federal Poverty Reduction Strategy

In August 2018, the Government of Canada released a report titled Opportunity for All – Canada's First Poverty Reduction Strategy which targeted a 20% reduction in poverty by 2020 and a 50% reduction in poverty by 2030, relative to 2015 levels. The strategy brings together

investments that the Federal Government has already made in the social and economic well-being of Canadians.

#### Provincial Poverty Reduction Strategy

In March 2019, BC released its poverty reduction strategy called TogetherBC. Mandated through the *Poverty Reduction Strategy Act*, the strategy set targets to reduce the overall poverty rate in BC by at least 25% and the child poverty rate by at least 50% by 2024.

#### North Shore Homelessness Task Force (NSHTF)

Formed in 1998 and in response to reports of people living on the street, the NSHTF used a partnership-based approach to address the issues related to eliminating and preventing homelessness on the North Shore. Through the Parks, Culture & Community Services and the Planning & Development Services Divisions, the District along with the CNV, DNV, and Vancouver Coastal Health provide leadership and support to the NSHTF Coordinator and to the NSHTF membership.

The NSHTF Strategic Plan (2022-2032), attached as **Appendix A**, supports service coordination to meet the needs of individuals experiencing and at-risk of homelessness.

Other current North Shore initiatives that are addressing homelessness include the following:

- North Shore Homelessness Action Initiative – a forum for coordination amongst North Shore elected officials and agencies with direct and indirect authority for homelessness actions.
- North Shore Poverty Reduction Plan – a regional application submitted under the UBCM Poverty Reduction Planning and Action Program in February 2021. The District submitted the application on behalf of the CNV and DNV. Phase 1 of this project will wrap up in this summer.
- UBCM 2021 Strengthening Communities' Services Program – the first intake of a project to reduce the impacts of homelessness through a partnership with CNV, DNV, Squamish Nation, Tsleil-Waututh Nation, and community partners.

## **6.0 Analysis**

### 6.1 Discussion

#### Context of Unsheltered Homelessness on the North Shore

The unsheltered homeless population on the North Shore is dispersed throughout the three municipalities and within the traditional territories of the Squamish Nation and Tsleil-Waututh Nation. There are notable concentrations in urban, semi-urban, and forested locations. An increasing number of individuals living in vehicles and boats has also been observed. The unsheltered population on the North Shore is not static, with many

individuals regularly moving across jurisdictional boundaries, especially to access services. While there are distinct issues within each jurisdiction, the majority of support organizations operate across the North Shore.

The 2020 Point-in-Time Homeless Count that took place in March just prior to the initial COVID-19 pandemic shutdowns revealed 121 homeless individuals on the North Shore. Of these, 46 people (38%) were unsheltered. However, the North Shore 2020 Extended Count pilot project revealed higher numbers with 212 homeless individuals recorded. In 2020, Lookout Housing & Health Society connected with 355 homeless individuals on the North Shore and estimate that approximately 40% of contacts were with Indigenous individuals.

#### Application Opportunity: UBCM Strengthening Communities' Services Program 2022 Intake

The North Shore partners (CNV, DNV, Squamish Nation, Tsleil-Waututh Nation, and Lookout Housing & Health Society) have all expressed interest in submitting an application for the 2022 Program as the grant funding provides a significant benefit to the growing need in the community.

To keep the efficiencies developed through the 2021 Program, the CNV would remain the lead applicant and continue building cross-jurisdictional and partner relationships, maintaining the funding agreements, supporting the partners, and reporting. The municipalities have expressed interest in this as an opportunity to further support these partnerships and continue to work together to support individuals experiencing homelessness on the North Shore. The 2022 Program intake is only open to local governments and Treaty First Nations as applicants, which means not-for-profit partners are unable to apply individually. Information about the Strengthening Communities' Program & Application Guide is provided in and attached as **Appendix B**.

#### Proposed 2022 Program Activities

The proposed activities for the 2022 Program application set out in Table 1 are broadly grouped to align with the requirements of the grant. Table 2 groups the same proposed activities and funding by partners.

*Table 1: Summary of Proposed Funding Requests by Activity*

Proposed Activity	Proposed Funding
1. Urban Indigenous Outreach  Support the continuation of cross-jurisdictional urban Indigenous unsheltered homeless populations with outreach and cultural workers based at Squamish Nation, Tsleil-Waututh Nation and Lookout Housing & Health Society.	\$500,000

2. Outreach and Service Provision  Continuation of outreach and services provided by Lookout Housing & Health Society which will operate seven days per week, days and evenings, with a single point of contact model.	\$320,000
3. Fixed Location Service Provision  “Open Door Community Hub” at the North Vancouver City Library, a warming/cooling/clear air/safe space for individuals experiencing homelessness to meet.  Enhanced shower programs at John Braithwaite Community Centre and West Vancouver Community Centre.	\$100,000
4. Improved Coordination  Provision of a grant manager (CNV), North Shore Homelessness Task Force Coordinator support (DNV), and other training opportunities.	\$ 75,000

*Table 2: Summary of Proposed Funding Requests by Partners*

Partner	Proposed Funding	Proposed Activities
Squamish Nation	\$370,000	<ul style="list-style-type: none"> <li>• Urban Indigenous outreach</li> <li>• Additional temporary shelter provision</li> </ul>
Tsleil-Waututh Nation	\$130,000	<ul style="list-style-type: none"> <li>• Urban Indigenous outreach</li> </ul>
Lookout Housing & Health Society	\$360,000	<ul style="list-style-type: none"> <li>• Urban Indigenous outreach</li> <li>• Outreach and Services team</li> </ul>
City of North Vancouver Library	\$ 50,000	<ul style="list-style-type: none"> <li>• Open Door Community Hub program</li> </ul>
City of North Vancouver	\$ 60,000	<ul style="list-style-type: none"> <li>• Grant program management</li> <li>• Support for John Braithwaite Community Centre shower program</li> </ul>
District of North Vancouver	\$ 10,000	<ul style="list-style-type: none"> <li>• Support for North Shore Homelessness Task Force Coordinator</li> </ul>
District of West Vancouver	\$ 15,000	<ul style="list-style-type: none"> <li>• Support for West Vancouver Community Centre shower program</li> </ul>

## 6.2 Sustainability

If successful, grant funding would cover the costs of the activities described in this report and as proposed in the grant application. The CNV's contributions to the project would include in-kind staff resources to support the Grant Program Manager in the coordination and implementation of the activities and monitoring outcomes. The District's contributions to the 2022 Program include in-kind staff resources to oversee the Shower Program and to submit regular progress reports to CNV, the grant applicant.

Proposed activities are not intended to create ongoing long-term financial obligations for the applicant or partners. Potential initiatives that may be identified during the course of the project that have funding implications for the District will be brought forward for Council's consideration.

The application deadline for the 2022 Program grant is April 22, 2022. A Council resolution is required. Successful applicants will be notified within 90 days of the application deadline. All approved activities must be completed within one year of the date of the grant award. Extensions must be requested and approved by UBCM with no extensions exceeding one year.

#### 6.3 Public Engagement and Outreach

Proposed activities within this application were originally developed during meetings involving all named partners: the District, CNV, DNV, Squamish Nation, Tsleil-Waututh Nation, and Lookout Housing & Health Society.

#### 6.4 Other Communication, Consultation, and Research

Additional communication, consultation, and research will be sourced as needed. A final report will be produced to fulfill the requirements of the 2022 Program intake.

### 7.0 Options

#### 7.1 Recommended Option

THAT

1. staff be directed to work with the City of North Vancouver and the District of North Vancouver to submit a joint regional grant application for the North Shore to secure funding under the Union of British Columbia Municipalities' 2022 Strengthening Communities' Services Program;
2. the City of North Vancouver act as the primary applicant for the North Shore application to apply for, receive, and manage the 2022 Union of British Columbia Municipalities' grant funding on behalf of the District of West Vancouver; and
3. subject to confirmation that full funding is available, staff be directed to implement the project.

#### 7.2 Considered Options

Council may:

1. request further information; and/or
2. not approve the recommendations.

## 8.0 Conclusion

A regional application to the Union of British Columbia Municipalities 2022 Strengthening Communities' Services Program is recommended. If successful, the project will provide temporary solutions to address the urgent and immediate needs of unsheltered homeless individuals on the North Shore. The project will also strengthen coordination across the region and increase the capacity to work with homeless persons, Indigenous organizations, and others working on homelessness and related service provision.

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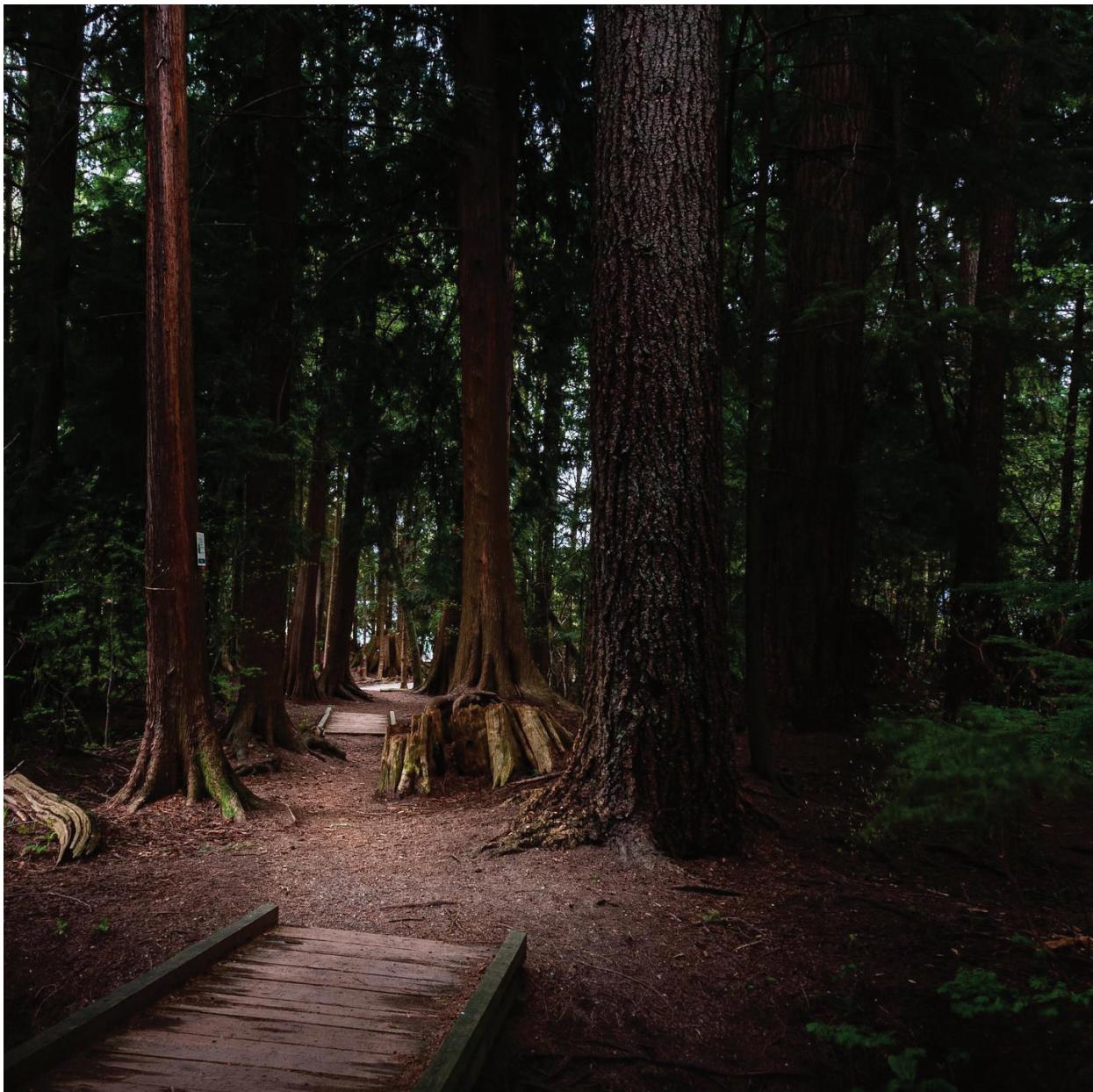
Concurrence:   
Jill Lawlor, Senior Manager of Community Services

### Appendices

Appendix A: North Shore Homelessness Task Force Strategic Plan 2022-2032

Appendix B: UBCM Strengthening Communities' Services 2022 Program & Application Guide

## North Shore Homelessness Task Force



Strategic Plan 2022-2032



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We'd like to acknowledge the work of the Roots & Rivers and Oakunsheyld Consulting teams in designing an engaging, effective, and visionary strategic planning process and 2022-2032 Strategic Plan.



# Executive Summary

The North Shore Homelessness Task Force (Task Force) is an open service network on the North Shore that works together to address issues relating to homelessness and poverty on the North Shore. The Task Force focuses on areas related to support services, communications and information, and advocacy.

The following document is a resource designed to support the Task Force in strategic decision-making, planning, and execution. It aims to provide a "true north" for the Task Force and to build towards an operational resource to support planning.

This strategic planning document includes the following components:

- **Vision, Mission & Values:** Enables a shared understanding and alignment on the Task Force's role and desired impact.
- **Mandate of the Task Force:** Defines the Task Force's unique positioning and role in collaboration with other local partners towards addressing homelessness.
- **Decision-Making Framework:** Provides objective criteria to evaluate existing and future opportunities and initiatives against.
- **Goals & Objectives:** Outlines goals and priorities for the Task Force between 2022-2032.

## Methodology

This Strategy was co-created by the Task Force with the support of external consultants. The methods for its creation include building on engagement and knowledge from the Situation Analysis Report, meetings with the Task Force Steering Committee, and community engagement. This process included:

- Engagement with 30 North Shore community members with lived experience of homelessness (connections made through 9 community organizations);
- Task Force Strategic Planning Workshop (17 participants);
- Task Force Strategic Planning Survey (10 participants); and
- Meetings with the Task Force Steering Committee, including synthesizing engagement data.

What we have heard consistently from Task Force members throughout this process is that we are ready to move forward in new, strategic, and community-led ways that serve homeless community members on the North Shore. This Strategy has been developed from our collective voices and it is now our collective responsibility to put it into action.

## Gap Analysis

The North Shore Homelessness Task Force Situation Analysis Report explores the current state of homelessness on the North Shore, as well as the related gaps in homelessness work on the North Shore. For detailed information, refer to the Report. A high-level summary of these gaps includes:

- Homelessness is a shared responsibility of local, provincial, and federal governments, which often results in housing and homelessness falling through the cracks;
- Data and information around homelessness is flawed and incomplete which results in ineffective action and decision-making;
- Systems of oppression are root causes of homelessness and are actively embedded in all aspects of homelessness work, causing a gap between intention and impact for those looking to support homeless community members.

In this strategy, our current state and identified gaps will be complemented by our vision for what we want to accomplish and how we will address gaps to get there. As a Task Force, we have many strengths, both as individual members and as a community of practice; We are more than the sum of our parts and we are able to take collective action on homelessness in ways that none of us could do alone. By building on and growing our strengths, this strategy provides direction for us to embark on an emergent path of bold, community-led action on addressing North Shore homelessness.

Key aspects of this strategy that complete our gap analysis are the vision, mission, and mandate of the Task Force, the goals and objectives, and the operational planning spreadsheet. The operational planning spreadsheet will be managed by the Coordinator of the Task Force, and will be a live document accessible to all members. It will record progress and key milestones across the 10 years. The vision, mission, and mandate provide the Task Force with broad, overarching direction. The goals and objectives provide us with an intermediate level of direction in our focus areas. Finally, our operational planning spreadsheet helps us to mobilize and prioritize our work closest to the ground.

Truly addressing root causes of homelessness will require the Task Force to do deeply transformative work that centres anti-oppression and prioritizes community members with lived experience; it will require courageous and innovative action. The Task Force is ready for this transformation and to take a more impactful solidarity role in addressing homelessness on the North Shore.

# Vision, Mission, Values

## Vision

A North Shore where everyone has safe, affordable access to housing options that meet their diverse needs and desires.

## Mission

Advance collective action and advocacy to address root causes of homelessness on the North Shore.

## Values

- **Relational:** Maintaining relationships as our foundation and creating a sense of belonging on the North Shore.
- **Anti-oppression:** Combatting all forms of oppression in every place we find it and prioritizing safety for the most marginalized.
- **Action:** Aligning our actions with our values and follow through on our commitments.
- **Solidarity:** Centring the most impacted community members in our work.
- **Accountability:** Coming from a place of service to the homeless community on the North Shore and taking responsibility for how our work impacts them.

## Who We Serve

First and foremost, we serve those experiencing homelessness on the North Shore. Second, we support the Task Force members and the wider North Shore community, to best serve those experiencing and at risk of homelessness.

## Mandate of the Task Force

The Task Force seeks to provide leadership on the North Shore around homelessness in order to meaningfully address its root causes. Currently, it functions as a hub and community of practice for a wide membership by facilitating information sharing, coordination, and collaboration on homelessness, with many accomplishments across these activities. Each Task Force member organization has its own mission, mandate, and priorities; This strategic plan articulates the shared work these organizations aim to champion together.

The Task Force works to nurture collective action to address homelessness on the North Shore by:

- Advocating for policy and program changes to address the root causes of homelessness.
- Building knowledge and capacity among task force organizations and individuals.
- Serving as a community of practice for organizations and individuals.
- Educating the public and decision-makers about homelessness and opportunities for action.
- Taking collective action on issues related to housing and homelessness in solidarity with community members with lived and living experience.
- Supporting existing work on homelessness in streamlined, collaborative ways.

# Decision-Making Framework

The following process and framework supports the Task Force in evaluating existing programming and emerging opportunities. It should be reviewed regularly to keep it current and should be included into the next revision of the Task Force Terms of Reference.

## Process

The framework should be used to evaluate opportunities during annual planning, quarterly reviews, or as opportunities arise. Engagement around decision-making should be undertaken by relevant stakeholders including the Coordinator, Task Force Members, key partners and community organizations.

## Framework

Scoring: 1 - not at all, 2 - to minimal extent, 3 - to some extent, 4 - ideal extent, 5 - maximal extent.

Criteria	Key Question	Scoring (1-5)
Advancement	To what extent does this opportunity advance our Mission, Vision, and Values?	( /5)
Focus	To what extent does this opportunity align with our unique positioning and role?	( /5)
Amplification	To what extent does this opportunity amplify existing Task Force work?	( /5)
Resources	To what extent are there adequate resources (team capacity & capability, systems, funding) currently or feasibly available?	( /5)
Impact	To what extent does this opportunity address homelessness or meet a need in a unique way?	( /5)
Anti-oppression	To what extent are we advancing equity, diversity and inclusion and creating positive systemic change through this opportunity?	( /5)
TOTAL SCORE		( /30)

A score of 24/30 or higher means proceeding with this opportunity is highly recommended.

A score of 18-23/30 means further discussions on this opportunity should be conducted.

A score of 17/30 or lower means proceeding with this opportunity is not recommended.

# Goals & Objectives

## Communication

*Increase community awareness, trust, and recognition of the Task Force and its activities.*

- Develop a comprehensive communications strategy to facilitate meaningful connection and engagement among task force members, partners, and North Shore community members.
- Foster a positive and engaging online presence that reaches diverse audiences.
- Capture and share stories to engage community members and share successes.
- Increase transparency, reporting, and accountability on activities and priorities.
- Maintain a positive and engaging presence at community events.

## Advocacy

*Advocate for program and policy changes that will address root causes of homelessness on the North Shore.*

- Identify and act upon opportunities to update existing policies and bylaws that support meaningful change for individuals experiencing or at risk of homelessness.
- Establish and nurture partnerships with local and provincial government representatives in order to advocate for and collaborate on systemic changes in the housing sector.
- Target collaboration with local health authorities, school districts, and other key partners to explore holistic and creative solutions to homelessness.
- Create strategic, targeted campaigns that mobilize the grassroots community and relate directly to homelessness.
- Work in solidarity with frontline communities by amplifying their voices in our collective networks and positions of power.

## Anti-oppression

*Centre anti-oppression principles as the foundation for all Task Force initiatives.*

- Lift up and support existing work and resources being undertaken and developed by impacted community members.
- Create respectful, meaningful, and consensual opportunities for homeless and otherwise marginalized community members to lead the Task Force's work.
- Honour different perspectives in program, initiative, advocacy and service design.
- Amplify marginalized voices in the Task Force's work with agencies and service providers.
- Leverage Task Force members' positions of power to effect tangible change.

## **Service Coordination**

*Act as a community of practice that engages in constructive collaboration to meet the needs of individuals experiencing, and at risk of, homelessness.*

- Identify and provide recommendations to address gaps in services in the community.
- Act as a hub and maintain a living resource to build knowledge of programs, services, and activities addressing homelessness in the community.
- Advocate for changes in program delivery among Task Force organizations/other local organizations to address harm and barriers to systemic change.
- Take a holistic lens to safety and harm reduction to all programs and services offered.
- Explore creative models and approaches to addressing homelessness including various housing-first approaches.

## **Internal Operations**

*Invest in streamlined, engaged, and coordinated Task Force processes and operations.*

- Solidify and maintain the terms of reference, structure, and objectives of the Task Force.
- Grow shared ownership on the Task Force for delivery of the vision, mission, and goals.
- Develop clear and consistent methods of reporting on Task Force impact.
- Host regular development opportunities for individuals to do meaningful learning and skill development around topics related to homelessness.
- Secure consistent and sufficient coordination and operational funding for the Task Force.

## **Conclusion**

The Task Force is passionate about supporting tangible change for community members experiencing and at risk of homelessness. We are proud of this collective effort and will use this guiding document as a resource to help steer our direction over the next 10 years. We will leverage tools and resources to review progress on these strategic goals and hold ourselves accountable for reaching them.

We look forward to working with the community towards a North Shore where everyone has safe, affordable access to housing options that meet their diverse needs and desires.

# **COVID-19 Restart Funding for Local Governments Strengthening Communities' Services 2022 Program & Application Guide**

## **1. Introduction**

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The COVID-19 pandemic has led to an increase in the visibility of unsheltered homelessness in many communities, and related community health and safety challenges.<sup>1</sup> Many local governments and Treaty First Nations, despite already experiencing pressures on revenues and staff capacity, have responded to these challenges with a variety of services, infrastructure, and coordination with health authorities and social sector service providers.

Some of society's most vulnerable members face challenges that have worsened in the context of COVID-19. This includes groups that are more likely to experience homelessness and are more vulnerable to the health and safety risks associated with living unsheltered, such as Indigenous People, women, and gender diverse people. People who lack adequate housing are more likely to suffer from a range of health challenges – including mental health issues, substance abuse issues, and extreme weather impacts – and are highly vulnerable to COVID-19.

The Government of Canada and the Province of British Columbia provided \$540 million in shared funding to local governments under the Safe Restart Agreement to manage the impacts of the global COVID-19 pandemic. These investments have helped to protect public health and safety, prepare for potential future waves of the virus, and further support the safe reopening of economies.

### **Strengthening Communities' Services Program**

Within the Safe Restart funding, \$100 million was allocated for the Strengthening Communities' Services Program. The initial intake of the Strengthening Communities' Services Program saw approximately \$80 million delivered to local governments. The remaining funds are now available through the 2022 intake.

The intent of the Strengthening Communities' Services Program is to support unsheltered homeless populations and address related community impacts through an application-based program. The goal is to support local governments and Treaty First Nations that wish to take action, understanding that this will complement parallel provincial efforts. This program is meant to bridge the period between the COVID-19 outbreak and the post-COVID recovery period. The funding is being administered by UBCM on behalf of the Province and the Government of Canada.

### **Intended Outcomes**

The intended outcomes of the Strengthening Communities' Services program are to assist local governments and Treaty First Nations with:

- Improved health and safety of unsheltered homeless people living in public or private spaces, including reduced risk of COVID-19 or other disease transmission;
- Reduced community concerns about public health and safety in neighbourhoods where unsheltered homeless populations are seeking temporary shelter and services;

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<sup>1</sup> For the purpose of Strengthening Communities' Services funding, unsheltered homelessness refers to people who lack housing, and includes people living in public or private spaces without consent (parks, sidewalks, vacant buildings, lots, etc.) and people living in places not intended for long-term human habitation (vehicles, garages, makeshift shelters, shacks or tents, etc.).



- Improved coordination among eligible applicants and health/social service providers, Indigenous organizations and others working on housing, homelessness and service provision; and;
- Increased capacity of eligible applicants to work with homeless persons and Indigenous organizations towards culturally safe and trauma-informed responses.

## **2. Eligible Applicants**

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All local governments (municipalities, regional districts, and the Islands Trust) and Treaty First Nations (as defined by the *Interpretation Act*) in BC are eligible to apply.

Eligible applicants can submit one application per intake, including regional applications or participation as a partnering applicant in a regional application. Please note that higher application review scores may be awarded to applicants that were not funded under the 2021 intake.

## **3. Funding Guidelines**

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The Strengthening Communities' Services Program can contribute up to 100% of the cost of eligible activities.

It is recommended that eligible applicants follow the Funding Guidelines below. Funding permitting, applications for projects that exceed the Funding Guidelines may be considered for funding provided that applicants are able to demonstrate evidence of need in the community and provide a rationale for the request. If the total funding request exceeds the available funding, applicants that have requested additional funds may be asked to reduce their funding request.

**Table 1: 2022 Funding Guidelines**

<b>Population (based on 2019 BC Stats Population Estimates)</b>	<b>Funding Guideline</b>
Under 5,000	\$50,000
5,000-40,000	\$112,500
40,000-75,000	\$312,500
75,000-200,000	\$625,000
200,000-500,000	\$875,000
500,000 or greater	\$2,500,000

In order to ensure transparency and accountability in the expenditure of public funds, all other financial contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the grant. This includes any other grant funding and any revenue that is generated from activities that are funded by the Strengthening Communities' Services Program.

## **4. Eligible Projects**

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To be eligible for funding, applications must demonstrate that proposed activities meet one or more of the intended outcomes of the program (see Section 1), and all of the following:

- Demonstrate evidence of need in the community (e.g. unsheltered homeless population estimates, housing needs report, community concerns about public health and safety) and provide a rationale for how these issues have been exacerbated by COVID-19;
- Provide solutions that address increased urgent and immediate needs related to homelessness and do not create ongoing long-term financial obligations that will not be supported by the applicant;

- Include new activities or a clearly phased expansion of existing activities and:
  - For applicants that have not been previously funded, with costs incurred after September 17, 2020;
  - For applicants that were previously funded, with costs incurred from the date the application is submitted.
- Be capable of completion by the applicant within one year of the date of grant approval.

Applicants must choose to apply as a single applicant (i.e. an individual local government as identified in Section 2) or as part of a regional project.

## **Regional Projects**

Funding requests from two or more eligible applicants for regional projects may be submitted as a single application for eligible collaborative projects. In this case, the maximum funding available would be based on the combined funding guidelines of each of the eligible applicants included in the application. It is expected that regional projects will demonstrate cost-efficiencies in the total grant request.

The primary applicant submitting the application for a regional project is required to submit a resolution as outlined in Section 7 of this guide. Each partnering applicant is required to submit a resolution that clearly states their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf.

## **5. Requirements for Funding**

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As part of the approval agreement, approved projects must meet the following requirements for funding:

- Any in-person activities, meetings, or events meet public health guidance in relation to COVID-19.
- Activities must comply with all applicable privacy legislation under the *Freedom of Information and Protection of Privacy Act* in relation to the collection, use, or disclosure of personal information while conducting funded activities. Personal information is any recorded information about an identifiable individual other than their business contact information. This includes information that can be used to identify an individual through association or inference.

In addition, as part of both the development of the application package and the delivery of the approved project, local governments are encouraged to engage with local First Nations and Indigenous organizations. Engagement by local governments both locally and regionally can help build relationships with First Nations, benefit both communities and enhance reconciliation. More information on engagement best practices is available [here](#).

## **6. Eligible & Ineligible Costs & Activities**

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Eligible costs are direct costs that are approved for funding, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. For applicants that have not been previously funded, eligible costs can be incurred after September 17, 2020 to the date of submission of the final report. For applicants that were previously funded, eligible costs can be incurred from the date the application is submitted to the date of submission of the final report.

Table 2 identifies examples of activities that are eligible for funding. Other activities that support the intent of the program may be considered for funding. Eligible activities must be cost-effective.

**Table 2: Activities Eligible for Funding (including but not limited to)****1. Improved health and safety of unsheltered homeless people living in public or private spaces, including reduced risk of COVID-19 or other disease transmission**

*Note: Costs related to minor renovations or minor improvements are limited to no more than 25% of the total grant request*

- Temporarily increasing emergency shelter capacity, availability, and services, including:
  - Expansion of existing shelters (e.g. more beds, staff, hours, and shelter-based services);
  - Creation of new temporary shelter spaces, including minor renovations or minor improvements that are directly related to eligible service provision, within:
    - Buildings or land owned by the eligible applicant; or
    - Buildings or land owned by legally incorporated societies, non-profit groups or community associations
  - Adherence to COVID-19 public health regulations (e.g. shelter capacity reductions, extra cleaning staff, physical distancing, rental of motel rooms to allow infected individuals to safely isolate if directed to do so by a public health official).
- Providing other temporary options or enhancements for unsheltered homeless populations (e.g. temporary structures such as tents, platforms, fire retardant tarps, warming tents).
- Providing temporary, incremental services (including basic supplies and equipment) that are specifically related to supporting unsheltered homeless populations such as:
  - Food, water and cooking supplies;
  - Bathroom facilities, showers, laundry;
  - Cleaning and waste management;
  - Harm reduction;
  - Security;
  - First aid;
  - Fire safety; and
  - Outreach teams to connect people to resources and support programs.

**2. Reduced community concerns about public health and safety in neighbourhoods where unsheltered homeless populations are seeking temporary shelter**

- Fostering positive dialogue between unsheltered homeless people, bylaw and protective services, and neighbourhoods or community members (e.g. liaison program with bylaw enforcement).
- Promoting understanding and cooperation through peer-based and/or neighbourhood participatory activities for site cleaning, security, communications, etc.
- Providing programs or services that offer storage or security for belongings of unsheltered homeless populations.
- Funding incremental expenditures relating to protective services and bylaw enforcement.
- Participating in, supporting or coordinating community engagement strategies (e.g. neighbourhood outreach, public education materials, participatory dialogues).

**3. Improved coordination among eligible applicants and health/social service providers, Indigenous organizations and others working on housing, homelessness and service provision**

- Partnering with Indigenous leadership, communities and organizations.
- Participating in, supporting or coordinating cross-jurisdictional working groups and service teams related to housing, homelessness, and service provision.
- Participating in, supporting or coordinating joint communications programs with health authorities.
- Collaborating with health authorities and non-profit service providers on supporting harm reduction services and initiatives to connect people to health services.
- Liaising with public health officials on extreme weather events, environmental safety, infection prevention and control and overdose prevention focusing on unsheltered homeless populations.
- Collaborating with local fire commissioners to increase fire safety.
- Participating in, supporting or coordinating peer-based support services including development of peer teams.

#### **4. Increased capacity of eligible applicants to work with homeless persons and Indigenous organizations towards culturally safe and trauma-informed responses**

- Training for elected officials, program administration and front-line staff, bylaw and protective services staff, and peers supporting unsheltered homeless populations, addressing topics such as:
  - Trauma: causes, effects, and trauma-informed approaches;
  - Crisis de-escalation;
  - Awareness of Housing First and harm reduction principles;
  - The distinct needs and barriers of Indigenous Peoples at risk of homelessness, as well as Indigenous cultural safety and cultural humility training; and
  - The distinct needs and barriers of groups at higher risk of homelessness, including youth, women at risk of violence, LGBTQ2S+, and people with disabilities (including mental illness, brain injury and cognitive impairments).

#### **Additional Eligible Costs & Activities**

In addition to the activities identified in Table 2, the following expenditures are also eligible provided they relate directly to eligible activities:

- Honoraria for community members with lived experience of unsheltered homelessness that are participants in funded activities
- Incremental applicant staff and administration costs (i.e. creating a new position or adding new responsibilities to an existing position);
- Consultant or other third-party contract costs relating to eligible service provision;
- Public information and engagement costs;
- Temporary lease/rental costs related to the delivery of eligible activities; and
- Minor renovations and improvements directly related to eligible service provision, limited to buildings or land owned by the eligible applicant and/or buildings or land owned by legally incorporated societies, non-profit groups or community associations and no more than 25% of the total grant request.

## **Ineligible Costs & Activities**

Any activity that is not outlined in Table 2 or the ‘Additional Eligible Costs & Activities’ section is not eligible for grant funding. This includes:

- Development of funding application package;
- Development of architectural, engineering, or other design drawings for the construction or renovation of facilities;
- Routine or ongoing operating and/or planning costs or activities that are not incremental to the project;
- Purchase of software, software licences, service subscriptions, or membership fees;
- Legal, audit, or interest fees or fees to incorporate a society;
- Fundraising, lobbying, or sponsorship campaigns;
- Project-related fees payable to the eligible applicant(s) (e.g. permit fees, DCCs, etc.);
- Purchase of promotional items, door/raffle prizes, give-away items, and/or gifts for community members;
- Major capital improvements to existing facilities and/or construction of new, permanent facilities;
- Long-term, permanent capital investments including the purchase of land, buildings, vehicles (including Recreational Vehicles or trailers), mobile units (such as mobile washroom or shower units) and/or shelter units (such as tiny homes, storage containers, etc.);
- Park and public space clean up, remediation, fencing and/or repair after an area is no longer used by people experiencing unsheltered homelessness.

## **7. Application Requirements & Process**

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### **Application Deadline**

The application deadline is April 22, 2022. Applicants will be advised of the status of their application within 90 days of the application deadline.

### **Required Application Contents**

All applicants are required to submit an electronic copy of the complete application, including:

- Completed Application Form with all required attachments;
- Detailed budget that indicates the proposed expenditures from Strengthening Communities’ Services program funding and other sources (if applicable) and that aligns with the proposed activities outlined in the Application Form. Although additional funding or support is not required, any other grant funding or in-kind contributions must be identified;
- Council, Board, Local Trust Committee or Treaty First Nation resolution, indicating support for the current proposed activities and willingness to provide overall grant management;
- For regional projects: Council, Board, Local Trust Committee, Treaty First Nation resolution from each partnering applicant that clearly states approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf;
- Optional: Up to three letters of support as evidence of partnership or collaboration with partners such as community-based organizations, non-profit service providers, health authorities and public health units, local First Nations and/or Indigenous organizations.

### **Submission of Applications**

Applications should be submitted as Word, Excel or PDF files. Total file size for email attachments cannot exceed 20 MB.

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: [lgps@ubcm.ca](mailto:lgps@ubcm.ca)

## **Review of Applications**

UBCM will perform a preliminary review of all applications to ensure the required application contents have been submitted and to ensure that eligibility criteria have been met.

Following this, an Evaluation Committee will assess and score all eligible applications. Higher scores will be given to applications that:

- Are submitted by applicants that were not funded in the 2021 intake;
- Demonstrate greater alignment with the intent of the Strengthening Communities' Services program (i.e. address multiple program outcomes);
- Provide evidence of need in the community (e.g. existing homelessness plans, strategies or initiatives; unsheltered homeless population estimates; community concerns about safety) and provide a rationale for how these issues have been exacerbated by COVID-19;
- Demonstrate partnership and engagement with Indigenous leadership, organizations, and communities;
- Demonstrate a plan for communicating and engaging with unsheltered homeless populations to include perspectives of people with lived experience;
- Apply an anti-stigma lens and increase public awareness and understanding of causes and responses to homelessness;
- Include proposed activities and costs that are part of a comprehensive, multi-faceted approach to addressing unsheltered homelessness;
- Include collaboration with distinct needs-serving organizations, public health, health authorities, non-profit organizations, other local governments, police, bylaw enforcement, etc.;
- Demonstrate cost-effectiveness; and
- Demonstrate a plan for winding up and concluding the funded activities (or continuing with alternative sources of funding).

Point values and weighting will be established within each of these scoring criteria. Only those applications that meet a minimum threshold point value will be considered for funding.

The Evaluation Committee will consider the population and provincial, regional, and urban/rural distribution of proposed projects. Recommendations will be made on a provincial priority basis. All funding decisions will be made by UBCM.

All application materials will be shared with the Province of BC.

## **8. Grant Management & Applicant Responsibilities**

Grants are awarded to eligible applicants only and, as such, the applicant is responsible for completion of the project as approved and for meeting reporting requirements.

Applicants are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

### **Notice of Funding Decision & Payments**

All applicants will receive written notice of funding decisions. Approved applicants will receive an Approval Agreement, which will include the terms and conditions of any grant that is awarded, and that is required to be signed and returned to UBCM.

Grants are awarded in two payments: 50% at the approval of the project and when the signed Approval Agreement has been returned to UBCM and 50% when the project is complete and UBCM has received and approved the required final report and a financial summary.

Please note that in cases where revisions are required to an application, or an application has been approved in principle only, the applicant has 30 days from the date of the written notice of the status of the application to complete the application requirements. Applications that are not completed within 30 days may be closed.

### **Progress Payments**

To request a progress payment, approved applicants are required to submit:

- Description of activities completed to date;
- Description of funds expended to date; and
- Written rationale for receiving a progress payment.

### **Changes to Approved Projects**

Approved grants are specific to the project as identified in the application, and grant funds are not transferable to other projects. Approval from UBCM will be required for any significant variation from the approved project.

To propose changes to an approved project, applicants are required to submit:

- Amended application package, including updated, signed Application Form, updated budget, and an updated Council, Board, Treaty First Nation or Local Trust Committee resolution(s); and
- Written rationale for proposed changes to activities and/or expenditures.

Applicants are responsible for any costs above the approved grant unless a revised application is submitted and approved prior to work being undertaken.

### **Extensions to Project End Date**

All approved activities are required to be completed within the time frame identified in the approval agreement and all extensions beyond this date must be requested in writing and be approved by UBCM. Extensions will not exceed one year.

## **9. Final Report Requirements & Process**

Final reports are required to be submitted within 30 days of completion of the project. Applicants are required to submit an electronic copy of the complete final report, including the following:

- Completed Final Report Form with all required attachments;
- Detailed financial summary that indicates the actual expenditures from the Strengthening Communities' Services program funding and other sources (if applicable) and that aligns with the actual activities outlined in the Final Report Form;
- Copies of any materials that were produced with grant funding; and
- Optional: any photos or media related to the funded project.

Please note, as a requirement of funding, the program and approved projects may be subject to a compliance audit.

### **Submission of Final Reports**

Final reports should be submitted as Word, Excel or PDF files. Total file size for email attachments cannot exceed 20 MB.

All interim and final reports should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: [lgps@ubcm.ca](mailto:lgps@ubcm.ca)

### **Review of Final Reports**

UBCM will perform a preliminary review of all final reports to ensure the required report elements have been submitted.

All final report materials will be shared with the Province of BC.

### **10. Additional Information**

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For enquiries about the application process or general questions regarding the Strengthening Communities' Services program, please contact UBCM at [lgps@ubcm.ca](mailto:lgps@ubcm.ca) or (250) 356-2947.

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