



**STAFF REPORT
ACTION REQUIRED**

**2014/15 Funding Allocations from the Provincial
Community Homelessness Prevention Initiative, the City
of Toronto – Homeless Initiatives Fund, and the Federal
Homelessness Partnering Strategy**

Date:	October 10, 2013
To:	Community Development and Recreation Committee
From:	General Manager, Shelter, Support and Housing Administration (SSHA)
Wards:	All
Reference Number:	

SUMMARY

This report requests approval from Council to amend existing Community Homelessness Prevention Initiatives (CHPI) and Homeless Initiatives Fund (HIF) funding agreements and approve grants to community agencies in 2014 to assist people to find and keep housing and increase housing stability.

The federal government has approved the extension of the Homelessness Partnering Strategy (HPS) for five years from April 1, 2014 to March 31, 2019. This report seeks authorization for the General Manager, Shelter Support and Housing Administration (SSHA) to enter into and administer the new agreement with the federal government.

The Auditor General's 2012 annual Work Plan included a review of the Community Partnership and Investment Program (CPIP) which included the HIF program. On April 3, 2013, City Council approved the Auditor General's recommendations, including opening the HIF application process to all interested community agencies. Consistent with this recommendation, SSHA has prepared a Request for Proposals (RFP) for 2014 for all HIF funding, as well as for a portion of the CHPI and HPS funding.

The Street Needs Assessment (SNA) and consultations with service providers, service users, other stakeholders and the general public have helped to inform the requirements of the RFP.

Given that the federal and provincial fiscal years are from April 1 to March 31, SSHA will be aligning the funding term for all CHPI and HIF funded projects to coincide with this funding term. This will allow for increased streamlining of service delivery and help improve service integration. In order to align services to an April 1 date, CHPI and HIF projects, currently funded on an annual basis, need to be extended for three months from January 1, 2014 to March 31, 2014.

This report makes recommendations for \$16,442,793 of the 2014 provincial CHPI grant and \$2,659,291 of City HIF funds for community grants. In addition, this report makes recommendations for \$4,068,263 for 3 months of 2015 CHPI funds and \$664,823 for 3 months of HIF funds. In total for the 2014 and 2015 budgets, \$20,511,056 from CHPI and \$3,324,114 from HIF is recommended.

This report also provides recommendations on up to \$17,296,389 of the federal 2014 and 2015 HPS which includes: up to \$12,972,292 in 2014 HPS; and up to \$4,324,097 in 2015 HPS, for community grants which requires Council approval to be allocated.

All recommendations for funding in 2014 and 2015 are subject to funds being available through the approved 2014 and 2015 City Operating Budgets.

RECOMMENDATIONS

The General Manager, Shelter, Support and Housing Administration (SSHA), recommends that:

1. City Council authorize the General Manager, SSHA to enter into agreements and allocate, as community grants, up to \$11,921,464 gross and \$664,823 net from the 2014 and 2015 Community Homelessness Prevention Initiative (CHPI) Provincial funding envelope and the City of Toronto Homelessness Initiatives Fund (HIF), respectively, subject to approval of the 2014 and 2015 City Operating Budgets, as follows:
 - a) to extend the funding, and enter into agreements with currently funded Investment Projects for Drop-in projects, for up to \$406,250 gross and \$0 net, as follows:
 - (i) from January 1 to December 31, 2014 for up to \$325,000 gross and \$0 net as set out in Appendix A; and
 - (ii) from January 1 to March 31, 2015 for up to \$81,250 gross and \$0 net as set out in Appendix A.
 - b) to extend the funding, and enter into agreements with currently funded Partnership Projects for Supports to Daily Living and Drop-in projects for up to \$8,012,616 gross and \$0 net, as follows:
 - (i) from January 1 to December 31, 2014 for up to \$6,410,093 gross and \$0 net as set out in Appendix B; and

- (ii) from January 1 to March 31, 2015 for up to \$1,602,523 gross and \$0 net as set out in Appendix B.
 - c) to extend existing agreements in respect of currently funded Partnership Projects for Housing Help and Street Outreach projects, from January 1, 2014 to March 31, 2014, for up to \$2,914,418 gross and \$664,823 net as set out in Appendix C; and
 - d) to extend current funding and enter into agreements in respect of two Trusteeship projects, a Drop-in project and Housing Help Within Shelters project, for up to \$588,180 gross and \$0 net, as follows:
 - (i) from January 1 to December 31, 2014 for up to \$470,544 gross and \$0 net as set out in Appendix D; and
 - (ii) from January 1 to March 31, 2015 for up to \$117,636 gross and \$0 net as set out in Appendix D.
2. City Council authorize the General Manager, SSHA to enter into service agreements and allocate funds up to \$387,000 gross and \$0 net from the 2014 CHPI subject to approval of the 2014 City Operating Budget to:
- a) enter into new agreements and amend existing agreements to respond to emergency situations impacting the community, for an amount not to exceed \$200,000 gross and \$0 net;
 - b) provide funding for the 2014 Health and Safety Fund up to \$150,000 gross and \$0 net consistent with the terms set out in Appendix E;
 - c) provide funding up to \$37,000 gross and \$0 net for 2014 Appeals. This funding is to be used for appeals made to new or changed Partnership Projects and/or to Investment Projects. In the event that there are no appeals, or that less than \$37,000 is required for appeals, the funds would be reallocated to the Health and Safety Fund (Recommendation 2 b); and
 - d) amend the criteria of the Health and Safety fund, as outlined in Appendix E to limit agency applications for this fund to one time per funding year.
3. City Council authorize the General Manager, SSHA to allocate community grants and enter into new agreements, with options to fund up to five years, with the successful applicants of a Request for Proposals for projects, starting April 1, 2014, for up to \$28,823,095 gross and \$2,659,291 net from the 2014 CHPI, HIF and Homelessness Partnering Strategy (HPS) funding as follows: up to \$6,600,561 gross and \$0 net of CHPI, up to \$1,994,468 gross and net of HIF, and up to \$12,972,292 gross and \$0 net of HPS subject to approval of the 2014 City Operating Budget; and up to \$2,266,854 gross and \$0 net of CHPI, up to \$664,823 gross and net of HIF, and up to \$4,324,097 gross and \$0 net of HPS subject to approval of the 2015 City Operating Budget, and subsequent operating budgets.

4. City Council authorize the General Manager, SSHA to award community grants consistent with the Toronto Community Grants Policy outlined in Appendix F.
5. City Council authorize the General Manager, SSHA to develop funding priorities for any renewal of the Homelessness Partnering Strategy, or other similar federal funding program, using input from community consultations, dependent on new program terms and conditions once announced by the Government of Canada.
6. City Council authorize the General Manager, SSHA, in consultation with the City Solicitor, to enter into a contribution agreement with Service Canada or related entity for up to \$86,481,945 in funding over a five year period under a renewal of the Homelessness Partnering Strategy, or any new federal homelessness funding program effective April 1, 2014 and to allocate funding based on developed priorities.
7. Once the contribution agreement with Service Canada or related entity is in place, City Council authorize the General Manager, SSHA to enter into agreements to deliver projects in line with the terms and conditions of the Federal Agreement.

Financial Impact

Funding for all of the recommendations in this report is subject to Council's approval of the 2014 and 2015 Operating Budget for Shelter, Support and Housing Administration.

2014-2015 Budget

Recommendation and Number		Federal HPS	Provincial CHPI	City HIF	2014	2015	Total 2014 and 2015
1 a	Extending Investment projects		406,250		325,000	81,250	406,250
1 b	Extending partnership projects		8,012,616		6,410,093	1,602,523	8,012,616
1 c	Extending partnership projects		2,249,595	664,823	2,914,418		2,914,418
1 d	Extending new 2013 projects		588,180		470,544	117,636	588,180
Subtotal Recommendation 1			11,256,641	664,823	10,120,055	1,801,409	11,921,464
2 a	Funding for Emergency situations		200,000		200,000		200,000
2 b	Health & Safety funds		150,000		150,000		150,000
2 c	Appeals		37,000		37,000		37,000
Subtotal Recommendation 2			387,000		387,000		387,000
3	RFP HPS	17,296,389			12,972,292	4,324,097	17,296,389
3	RFP CHPI		8,867,415		6,600,561	2,266,854	8,867,415
3	RFP HIF			2,659,291	1,994,468	664,823	2,659,291
Subtotal Recommendation 3		17,296,389	8,867,415	2,659,291	21,567,321	7,255,774	28,823,095
Total Recommendations 1 - 3		17,296,389	20,511,056	3,324,114	32,074,376	9,057,183	41,131,559

Year	Federal HPS	Provincial CHPI	City HIF	Total
2014	12,972,292	16,442,793	2,659,291	32,074,376
2015	4,324,097	4,068,263	664,823	9,057,183
Total	17,296,389	20,511,056	3,324,114	41,131,559

The Deputy City Manager and Chief Financial Officer has reviewed this report and agrees with the financial impact information.

Equity Impact

Projects and programs funded from the allocations recommended in this report will seek to improve services provided to people who are homeless or at risk of homelessness, which

includes equity seeking groups such as Aboriginals, women, seniors, people with disabilities, individuals with mental health issues, and other vulnerable groups in the City of Toronto.

DECISION HISTORY

The City of Toronto is the Consolidated Municipal Service Manager (CMSM) and Community Entity for homelessness services, as designated by the provincial and federal governments. The City supports grant funding to community agencies through the provincial CHPI, federal HPS, and the City of Toronto's HIF.

Reports have been prepared on an annual basis by the General Manager, Shelter, Support and Housing Administration to make funding allocations for community agencies providing homelessness support services. A copy of the 2013 report CD 19.3, *2013 Funding Allocations from the Provincial CHPI and the City of the Toronto - HIF* can be found at: <http://www.toronto.ca/legdocs/mmis/2013/cd/bgrd/backgroundfile-56533.pdf> In 2013, recommendations regarding Hostel Services were included in this report. Hostel services will be submitting a separate report in 2014, after the 2014 City Operating budget is approved.

In previous years a separate report has been prepared requesting Council approval to allocate Federal HPS funds. A copy of the 2010 report CD 35.8, *2011 to 2014 Federal Homelessness Funding: Authority to Negotiate and Administer a New Federal Agreement* can be found at: <http://www.toronto.ca/legdocs/mmis/2010/cd/bgrd/backgroundfile-32985.pdf>

In the Auditor General's Report – Improving the Community Partnership and Investment Program adopted by Council on April 3, 2013, it was recommended that the General Manager, SSHA open the application process for the City's HIF to all interested community agencies and revise the application process for HIF to ensure agency performance objectives are clear and are subsequently compared to actual performance. A copy of the Auditor General's report AU10.7, *Municipal Grants – Improving the Community Partnership and Investment Program* can be found at: <http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2013.AU10.7>

ISSUE BACKGROUND

Funding for Homelessness Services

The City of Toronto plays a central role in providing housing stability for low income Toronto residents. SSHA is responsible for administering social housing programs, providing emergency shelter, managing programs to help people who are homeless move from the streets or shelters into permanent housing, and assisting those at risk of homelessness to maintain their housing. SSHA delivers housing and homelessness services in partnership with community agencies by providing program funding and coordinating

services, based on Housing First principles. A portion of the funding is used as community grants to community agencies to support ongoing services.

Since its adoption in 2009, the *Housing Opportunities Toronto* (HOT) 10 year affordable housing strategy has set out Council's strategic directions to guide Toronto's housing services, including a Housing First approach to end homelessness.

There are several factors impacting the direction of SSHA in 2013 including: the Federal Government's commitment to renewing the HPS for a five-year term effective April 1, 2014; the recommendations from the Audit of the HIF; the results of the SNA; and the decision to release a Request for Proposals (RFP) in the fall of 2013.

Community and Stakeholder Consultations

Over the past several months, staff have engaged with a broad range of stakeholders, including funded community agencies, staff, service users, and the public to obtain input into developing priorities for a housing services framework. This input, as well as the results of the 2013 SNA, will inform the direction for the planning, management and delivery of housing support services over the next five years and guide future decisions regarding funding priorities and service delivery approaches.

Audit of the Homeless Initiatives Fund

In 2012, the Auditor General reviewed the HIF program as part of a review of three projects under the Community Partnership and Investment Program (CPIP). One of the recommendations from this review included opening up the HIF application process to all interested community agencies.

Consistent with the Auditor General's recommendation, SSHA has prepared an RFP. This RFP invites community agencies to apply for funding to provide services which will help vulnerable people to find and keep housing, and increase housing stability. A Contract Management Working Group (CMWG) has also been established to meet the Auditor's recommendations and to improve grants management practices.

The CMWG is developing a Grants Manual to guide grants management practices, including Program Planning, Funding Application Process, Agreement Preparation, Project Monitoring, and Record Keeping. The manual will be completed early in 2014 and is intended to improve agency accountability for the expenditure of public funds.

Request for Proposals

A Request for Proposals (RFP) for CHPI, HIF and HPS funds has been prepared for circulation to a wide range of community agencies and posted on the City website at www.toronto.ca/housing. This RFP invites agencies to apply for funding for a range of services that focus on homelessness prevention, housing access, housing stabilization, and service integration. Specific service priorities in the RFP include projects directed at

employment supports, street outreach, eviction prevention and housing help, as well as other projects that help to achieve housing stability.

Performance objectives will be clearly articulated as part of the RFP process and will be compared to actual performance as part of project monitoring for the successful applicants, consistent with the Auditor General's advice.

COMMENTS

In previous years, separate reports were brought forward for Council approval for CHPI and HPS funding. Given that an integrated RFP has been prepared for CHPI, HPS and HIF funds, these reports have been consolidated into a single report for Council consideration.

GRANTS

Investment Projects (Recommendation 1a)

The *Toronto Drop-ins: Creating Health +* is a partnership among SSHA, Toronto Public Health, Daily Bread Food Bank (DBFB) and George Brown College (GBC) to buy and deliver fresh food to drop-ins throughout the City and to help train drop-in and shelter cooks and volunteers. The DBFB makes weekly delivery of eggs, milk, fresh fruit and vegetables, and yoghurt to 26 drop-in centres across the City of Toronto. During the first six months of 2013, GBC provided one training day to 88 drop-in and shelter cooks and volunteers.

The *Toronto Drop-in Network Training* project administered by St. Stephen's Community House, offers a training program which provides drop-in workers and volunteers with standardized competency skills. During the first six months of 2013, 113 staff, volunteers and drop-in participants received training.

Council approval is required on an annual basis for Investment Projects, defined as time-limited projects. These drop-in Investment projects will be required to apply through the RFP that will be issued for Drop-in and Supports to Daily Living services in 2014.

This report recommends extending the funding for the *Toronto Drop-ins Creating Health + and Training* Investment Projects to March 31, 2015, in the amounts set out in Appendix A, for up to \$406,250 gross and \$0 net in CHPI funding as follows: up to \$325,000 gross and \$0 net subject to approval of the 2014 City Operating budget; and up to \$81,250 gross and \$0 net subject to approval of the 2015 City Operating budget.

Extending Drop-in and Supports to Daily Living (SDL) Funded Projects (Recommendation 1b)

To ensure the stability of the overall housing and homelessness service system, staff are recommending that currently funded Drop-in and Supports to Daily Living (SDL) projects

complete an application process in January 2014, and continue to be funded until March 31, 2015. An RFP will be issued for these services during the fall of 2014.

Council approval is requested to extend currently funded Drop-in and SDL funded projects, as outlined in Appendix B for up to \$8,012,616 gross and \$0 net of CHPI funding as follows: up to \$6,410,093 gross and \$0 net subject to approval of the 2014 City Operating budget; and up to \$1,602,523 gross and \$0 net subject to approval of the 2015 City Operating budget.

Extending Housing Help and Street Outreach Funded Projects (Recommendation 1c)

Agencies currently providing Housing Help Within and Outside Shelter and Street Outreach services are funded on an annual basis from January 1 to December 31. With current Council authority, existing Housing Help and Street Outreach projects will not be funded after December 31, 2013. These agencies will be invited to apply for new funding through the RFP prepared this fall, with new projects starting April 1, 2014. In order to bridge this funding period, Council authority is being sought to extend funding for the current projects from January 1, 2014 to March 31, 2014. This will allow for a continuation of existing services until new funding decisions are made.

Council approval is requested to extend currently funded Housing Help and Street Outreach projects, as outlined in Appendix C for up to \$2,914,418 gross and \$664,823 net from the 2014 CHPI/HIF subject to approval of the 2014 City Operating Budget.

Extending Funding for Four Recently Funded Projects (Recommendation 1d)

Three small RFPs were issued in 2013 for two new Trusteeship services projects, one new Drop-in service provider for the downtown east area of the City, and one new Housing Help Within Shelters project. All of these projects started after July 1, 2013 and are slated to end December 31, 2013. As these service providers just recently competed for these funds and it is recommended that the current funding be extended to March 31, 2015 to allow sufficient time for the projects to operate and evaluate their services.

Council approval is requested to extend the funding and enter into agreements with the agencies resulting from the 2013 RFPs as outlined in Appendix D for up to \$588,180 gross and \$0 net of CHPI funding as follows: for up to \$470,544 gross and \$0 net subject to approval of the 2014 City Operating budget; and for up to \$117,636 gross and \$0 net subject to approval of the 2015 City Operating budget.

Funding to Respond to Emergency Situations (Recommendation 2a)

At times, situations arise in the community in which financial assistance is required to address an unforeseen emergency such as the closing of a drop-in service. Prior to approving any financial assistance, an assessment will be undertaken to ensure the circumstances fit divisional priorities and that financial assistance would result in increased support and assistance to people who are homeless, or at risk of homelessness.

In order to ensure that such situations can be addressed expeditiously, Council approval is requested to authorize the General Manager, SSHA to enter into new agreements and amend existing agreements to respond to emergency situations which emerge in the community, for an amount not to exceed \$200,000 gross, and \$0 net from the 2014 CHPI, subject to approval of the 2014 City Operating Budget.

2014 Health and Safety Fund (Recommendation 2b, and d)

Since 2004, Health and Safety funding has been available to enable staff to respond quickly to unexpected situations, stabilize agencies and maintain services. The fund has been invaluable to agencies as it enables them to respond to urgent issues impacting their clients and staff. For example, agencies have used this funding for repairs related to water damage and mould, and for bed bug remediation.

Approval is required for up to \$150,000 gross and \$0 net of CHPI funding for Health and Safety requests as recommended in this report. Allocations recommended for this fund will be made within 2014. Final allocation amounts and recipients will be considered throughout the year as the need arises.

There has been an increase in the number of agencies seeking Health and Safety funding in the last three years, with some agencies submitting more than one request (as long as the total requests from one agency were less than the maximum amount allowed per agency). In order to ensure the fund is available to as many agencies as possible, it is recommended that agencies be limited to one Health and Safety application per year even if they do not request the maximum amount as described in the Health and Safety Funding Criteria (Appendix E).

Appeals Funding (Recommendation 2c)

Consistent with the Toronto Community Grants policy, new or changed Partnership Projects and Investment Projects are given the opportunity to appeal allocations. It is recommended that \$37,000 be designated for appeals for projects recommended for funding in 2014. The amount is consistent with amounts set aside in previous years.

In the event that there are no appeals, or that less than \$37,000 is required for appeals, the funds would be reallocated to the Health and Safety Fund per Recommendation 2 b.

RFP for CHPI, HIF and HPS funded Projects (Recommendation 3)

An RFP has been prepared to solicit proposals for projects to be funded from CHPI, HIF and HPS. The RFP is being circulated broadly to the community and posted on SSHA's website. All interested agencies are invited to apply for funding and successful projects will begin April 1, 2014.

Council approval is requested to authorize the General Manager, SSHA to enter into new service agreements with the successful applicants to the CHPI, HIF and HPS Request for Proposals for projects starting April 1, 2014 as follows: up to \$6,600,561 gross and \$0 net of CHPI, up to \$1,994,468 gross and net of HIF, and up to \$12,972,292 gross and \$0 net of HPS subject to approval of the 2014 City Operating Budget; and up to \$2,266,854 gross and \$0 net of CHPI, up to \$664,823 gross and net of HIF, and up to \$4,324,097 gross and \$0 net of HPS subject to approval of the 2015 City Operating Budget.

Homelessness Partnering Strategy (Recommendations 5, 6, and 7)

In its 2013 Budget, the Government of Canada announced that the HPS will be renewed for a five year period upon expiry of the existing program on March 31, 2014. The Federal Government, in consultation with municipal, community and sector partners, is currently finalizing the details of the new program. Once the new program is announced, the City will have to enter into the necessary funding and service delivery agreements to receive and administer the funds. The HPS provides funding to assist individuals and families who are homelessness, or at risk of homelessness or recently housed.

Authority is requested for the General Manager, SSHA to negotiate and administer a contribution agreement for the extension of HPS from 2014 to 2019 for up to \$86,481,945 in funding and to allocate this funding based on developed priorities and emerging needs.

CONTACT

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SIGNATURE

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ATTACHMENTS

- Appendix A: CHPI Investment Drop-in Projects
- Appendix B: CHPI Drop-in and Supports to Daily Living Extension Projects
- Appendix C: Housing Help and Street Outreach Extension Projects
- Appendix D: Funding for Four Recently Funded Projects

Appendix E: Health and Safety Fund Criteria
Appendix F: City of Toronto Community Grants Policy

Appendix A

2014/2015 CHPI Investment Drop-in Projects (Recommendation 1a)

Organization Name	Project	Ward	January 1 – March 31, 2014 Recommended	April 1 2014- March 31, 2015 Recommended	January 1, 2014 – March 31, 2015
St. Stephen's Community House	Toronto Drop-in Sector Training and Measuring Success	20	18,750	75,000	93,750
Daily Bread Food Bank	Creating Health +	6	62,500	250,000	312,500
Total			81,250	325,000	406,250

Appendix B

2014/2015 CHPI Drop-in and Supports to Daily Living Extension Projects (Recommendation 1b)

Drop-in Services

Organization Name	Project	Ward	January 1 – March 31, 2014 Recommended	April 1 2014- March 31, 2015 Recommended	January 1, 2014 – March 31, 2015
519 Church Street Community Centre	Sunday & Meal Trans Drop-in	27	24,440	97,758	122,198
Agincourt Community Services Association Inc.	Drop-in and Meal Program	41	62,420	249,681	312,101
Christie-Ossington Neighbourhood Centre	Drop-in and Meal Program	19	55,954	223,817	279,771
Davenport-Perth Neighbourhood & Community Health Centre	Homeless Prevention Drop-in	17	15,530	62,120	77,650
Evangel Hall	Drop-in	20	23,642	94,567	118,209
Fred Victor Centre	RPCHC Women's Project	28	5,320	21,279	26,599
Fred Victor Centre	Women's Day Program	28	41,391	165,563	206,954
Fred Victor Centre	Community Food Access Program	28	9,310	37,239	46,549
Good Neighbours Club	Drop-in Project	27	28,298	113,192	141,490
Good Shepherd Refuge Social Ministries	Good Shepherd Centre Drop- in	28	14,462	57,846	72,308
Houselink Community Homes	Drop-in and Food Program	19	10,440	41,760	52,200
Lakeshore Area Multiservice Project (LAMP)	Adult Drop-in	6	9,435	37,740	47,175

Drop-in Services

Organization Name	Project	Ward	January 1 – March 31, 2014 Recommended	April 1 2014- March 31, 2015 Recommended	January 1, 2014 – March 31, 2015
Native Child and Family Services of Toronto	Drop-in for Native Youth	27	5,155	20,620	25,775
Parkdale Activity Recreation Centre	Drop-in	14	22,793	91,172	113,965
Second Base (Scarborough) Youth Shelter	Drop-in	35	10,853	43,410	54,263
Sistering: A Woman's Place	Drop-in Centre and Outreach	19	34,551	138,205	172,756
St. Christopher House	The Meeting Place Community Drop-in Programs	19	26,577	106,306	132,883
St. John The Compassionate Mission	Drop-in	30	6,630	26,520	33,150
St. Stephen's Community House	Corner Drop-in	20	18,286	73,145	91,431
Stop Community Food Centre	The Stop Drop-in	17	5,020	20,081	25,101
Syme-Woolner Neighbourhood & Family Centre	Drop-in	12	49,916	199,665	249,581
The Yonge Street Mission	Evergreen Parent Relief	28	7,054	28,216	35,270
Toronto Christian Resource Centre	Drop-in Program	28	36,721	146,885	183,606
Warden Woods Community Centre	Teesdale Drop-in	35	13,145	52,581	65,726
Weston King Neighbourhood Centre	Drop-in Program	11	36,666	146,665	183,331
Wychwood Open Door Drop-In Centre	Drop-in	21	23,827	95,311	119,138
Total			597,836	2,391,344	2,989,180

Supports to Daily Living

Organization Name	Project	Ward	January 1 – March 31, 2014 Recommended	April 1 2014- March 31, 2015 Recommended	January 1, 2014- March 31, 2015
Dixon Hall	Dixon SDL	28	49,086	196,342	245,428
Ecuhome Corporation	Ecuhome SDL	20	349,041	1,396,164	1,745,205
Fred Victor Centre	SDL at 319 Dundas St. East	28	37,715	150,858	188,573
Homes First Society	Homes First SDL	27	196,273	785,090	981,363
Houses Opening Today Toronto (HOTT)	HOTT SDL	36	25,154	100,617	125,771
Portland Place Non- Profit Housing Corp.	Portland Place SDL	20	30,207	120,826	151,033
Riverdale Housing Action Group	RHAG SDL	32	8,965	35,861	44,826
Toronto Christian Resource Centre Self-Help Inc.	TCRC Self-Help SDL	30	27,602	110,408	138,010
WoodGreen Community Services	WoodGreen SDL	30	73,508	294,032	367,540
WoodGreen Community Services	Strong Communities Rent Supplement Portable Project	30	50,408	201,630	252,038
YSM Genesis Place Homes Inc.	Genesis Place SDL	28	34,011	136,045	170,056
YWCA of Greater Toronto	Pape/Humewood SDL	22	122,717	490,876	613,593
Total			1,004,687	4,018,749	5,023,436

Appendix C

2014 Housing Help and Street Outreach Extension Projects (Recommendation 1c)

Street Outreach Services

Organization Name	Project	Ward	January 1 – March 31, 2014 Recommended
Agincourt Community Services Association Inc.	Street Outreach	41	50,912
Albion Neighbourhood Services	Etobicoke Street Outreach Services	1	73,704
Anishnawbe Health Toronto	Outreach Services	28	73,185
Central Neighbourhood House	Street Survivors	28	44,168
Christie-Ossington Neighbourhood Centre	Street Outreach	18	32,395
COTA Health	Safe Bed	15	1,851
Native Men's Residence	Street Outreach & Housing Support	21	98,957
Salvation Army Gateway	Gateway Outreach	28	37,478
St. Stephen's Community House	St. Stephen's Voluntary Trustee Program	20	23,599
Toronto North Support Services	Street Outreach and Follow-up Services	34	118,224
Trinity Square Enterprises	Food Ticket Initiative	27	2,736
Total			557,209

Housing Help Within Shelters

Organization Name	Project	Ward	2014 Approved
Christie Refugee Welcome Centre	Christie Refugee Housing Help	20	29,023
Christie-Ossington Neighbourhood Centre	Christie-Ossington Men's Shelter Housing Help	18	21,767
Cornerstone Place	Cornerstone Housing Help	21	14,512
Covenant House	Covenant House Housing Help	27	29,023
Dixon Hall	Dixon Hall Housing Help	28	85,819
Eva's Initiatives	Eva's Satellite Harm Reduction	20	13,239
Eva's Initiatives	Eva's Shelters Housing Help	20	58,046
Fred Victor Centre	Fred Victor Shelters Housing Help	28	29,023

Housing Help Within Shelters

Organization Name	Project	Ward	2014 Approved
Fred Victor Centre	Housing, Access and Support Services	28	183,661
Good Shepherd Refuge Social Ministries	Good Shepherd Housing Help	28	48,115
Habitat Services	Specialized Housing Help	14	13,637
Homes First Society	Savards and Strachan House Housing Help	27	42,929
Housing for Youth in the City of York Corporation (Horizons for Youth)	Horizon's for Youth Housing Help	17	21,767
MUC Shelter Corporation (Sojourn House)	Sojourn House Housing Help	28	14,512
Native Child and Family Services of Toronto	Eagle's Nest Housing Help	27	7,256
Native Men's Residence	Na-Me-Res Housing Help	21	33,648
Nellie's	Nellie's Housing Help	30	14,512
Salvation Army Governing Council in Canada	Salvation Army Shelters Housing Help	40	184,322
Second Base (Scarborough) Youth Shelter	Second Base Youth Housing Help	35	29,023
Society of St Vincent de Paul	St. Vincent de Paul Housing Help	27	58,046
Street Haven at the Crossroads	Street Haven Housing Help	27	14,512
Toronto Community Hostel	Toronto Community Hostel Housing Help	20	14,512
Turning Point Youth Services	Project Going Home	27	45,518
Turning Point Youth Services	Turning Point Housing Help	27	25,395
WoodGreen Red Door Family Shelter	Red Door - Queen Housing Help	30	58,046
YMCA of Greater Toronto	YMCA House Housing Help	27	29,023
Youth Without Shelter	Youth Without Shelter Housing Help	01	21,767
YWCA of Greater Toronto	YWCA Shelters Housing Help	22	43,531
Total			1,184,184

Housing Help Outside of Shelters

Organization Name	Project	Ward	January 1 – March 31, 2014 Recommended
Albion Neighbourhood Services	Etobicoke Housing Help	1	57,925
Albion Neighbourhood Services	Rent Bank Access Centre	1	13,005
Central Neighbourhood House	Vulnerable Seniors Housing Support Project	28	14,666
Centre for Equality Rights in Accommodation	Early Intervention	20	21,427
Children's Aid Society of Toronto	One Stop Housing	27	14,914
COSTI Immigrant Services	North York Housing Help Services	17	87,012
COSTI Immigrant Services	Rent Bank Access Centre	17	13,005
Cross Toronto Community Development Corporation (Fresh Start Cleaning)	Extreme Cleaning	19	15,910
East York/East Toronto Family Resources	Landlord Connect	30	54,942
East York/East Toronto Family Resources	Rent Bank Access Centre	30	13,005
East York/East Toronto Family Resources	EYET Housing Help Centre	30	14,666
East York/East Toronto Family Resources	Training	30	18,750
Evangel Hall	Housing Support	20	14,666
Fife House	Access to Housing and Support	27	14,666
Flemingdon Neighbourhood Services	Housing Support Services	26	52,300
Fred Victor Centre	Harm Reduction Housing Access and Support	28	14,666
Hispanic Development Council	Hispanic Homelessness Prevention	20	14,378
John Howard Society of Toronto	First Things First: Offender Treatment & Housing	27	24,404
Massey Centre for Women	Housing Support for Young Families	29	14,666
Metropolitan United Church	Housing Help Services	27	14,633
Midaynta Community Services	Housing Support Services for Somalis	22	15,252
MUC Shelter Corporation (Sojourn House)	Newcomer Housing Support Program	28	29,332

Housing Help Outside of Shelters

Organization Name	Project	Ward	January 1 – March 31, 2014 Recommended
Native Child and Family Services of Toronto	Native Youth Housing Program	27	14,666
Native Women's Resource Centre of Toronto	Housing Program	27	14,983
Nazareth House	Housing Help Supports	19	32,683
Neighbourhood Information Post	Trusteeship Project	28	7,333
Neighbourhood Link Support Services	Seniors Housing Access and Support	32	14,666
Oolagen Community Services	Homeless Young Families	27	14,915
Parkdale Activity Recreation Centre	Money Matters - Voluntary Trusteeship Program	14	7,626
Regent Park Community Health Centre	African Housing Support Program	28	12,189
Scarborough Centre for Healthy Communities	Community Support Project	36	13,810
Scarborough Housing Help Centre	Scarborough Housing Help	37	69,901
Scarborough Housing Help Centre	Rent Bank Access Centre	37	13,005
Sistering: A Woman's Place	Sistering Housing Support	19	30,045
St. Stephen's Community House	Corner Drop-in Housing Help	20	14,979
Stonegate Community Health Centre	Homelessness Prevention Program	05	13,810
Syme-Woolner Neighbourhood & Family Centre	York Housing Supports	12	20,853
The Yonge Street Mission	Evergreen Housing Access for Youth	28	13,810
Toronto Christian Resource Centre	Project Connect - Housing Support Services	28	18,088
Toronto Refugee Community Non-Profit Homes & Services	Housing Support for New Canadians	14	13,810
Unison Health and Community Services	Rent Bank Access Centre	12	13,005
Unison Health and Community Services	York Housing Help	12	35,022
United Way Toronto	Toronto Enterprise Fund	All Wards	66,375
VHA Home HealthCare	Extreme Cleaning Services	22	18,617
Warden Woods Community Centre	Prevention of Homelessness Among Older Adults	35	16,538

Housing Help Outside of Shelters

Organization Name	Project	Ward	January 1 – March 31, 2014 Recommended
West Toronto Community Legal Services	West Toronto Housing Help Services	19	60,528
Wigwamen	Aboriginal Housing Support Centre	22	13,810
WoodGreen Community Services	Comprehensive Housing Help & Eviction Prevention	30	32,405
WoodGreen Community Services	Rent Bank Access Centre	30	13,005
WoodGreen Community Services	Rooming House Emergency Relocation Project	30	14,358
Total			1,173,025

Appendix D

2014/2015 CHPI Projects Funded in 2013 from RFP (Recommendation 1d)

Organization Name	Project	Ward	January 1 – March 31, 2014 Recommended	April 1 2014- March 31, 2015 Recommended	January 1- 2014, March 31, 2015
Albion Neighbourhood Services	Trusteeship	01	17,500	70,000	87,500
Scarborough Housing Help Centre	Trusteeship	37	17,500	70,000	87,500
Good Neighbour's Club	Drop-in	27	60,861	243,444	304,305
Kennedy House	Housing Help	29	21,775	87,100	108,875
Total					588,180

Appendix E
Shelter, Support and Housing Administration
Health and Safety Funding Criteria

Effective: January 1, 2014

Purpose:

This fund enables Shelter, Support and Housing Administration to provide support to not-for-profit agencies facing unexpected situations that may negatively affect the health and safety of agency staff and/or clients.

Funding Terms:

Each allocation of these funds may not exceed \$15,000 per agency and must meet the following criteria:

- (a) Agencies must already be approved for funding through the Community Homelessness Prevention Initiative, the City of Toronto Homeless Initiatives Fund, the Homelessness Partnering Strategy, and/or the Tenant Program Fund;
- (b) Requests for funding must be provided in writing to the Shelter, Support and Housing Administration Division, and include information and documentation on the need for the funds and projected or incurred expenses;
- (c) Funding must be for one-time costs only and cannot be for on-going operating costs;
- (d) An agency can receive a maximum of \$15,000 in Health and Safety funding once per funding term;
- (e) Funding may be used to assist agencies which have projected or incurred expenses as a result of changes to their operation or operating environment, including the relocation of their operation;
- (f) Funding must be used for the purposes described in the request for funding; and
- (g) Agencies will report to the Shelter, Support and Housing Administration Division on the use of the funds.

Allocations will be awarded on the basis of relative need and the potential impact on addressing the identified health and safety issue.

Appendix F

City of Toronto Community Grants Policy

Replaces: Updates Toronto Grants Policy, 2008 and integrates City of Toronto Grants Policy Anti-Racism, Access and Equity Policy and Guidelines Applicable to Recipients of Grants from the City of Toronto and its Agencies, Boards and Commissions (December, 1998), City of Toronto Policy on Political Activities (2003), Policy on the Consideration of Unrestricted Reserves and Operating Surpluses in the Assessment Process

Date: March 2013

Effective: April 2013

1. Preamble
2. Purpose
3. Scope
4. Definitions
5. Conditions of Grant Support
6. Granting Mechanisms
7. Appealing Decisions
8. Program Standards and Performance Measures
9. Customer Service Standards
10. Complaints
11. Use of City Grants

Appendices:

Appendix 1: Declaration of Compliance with Anti-Harassment/Discrimination Legislation and City Policy

Appendix 2: Standards for the Administration of Line-Item Grants

(1) Preamble:

The City of Toronto is committed to a strong and vibrant voluntary sector and believes that grants are an important means of achieving its social, cultural and economic goals. Through the City's support of a sector-wide network of community organizations, residents are encouraged to engage in civic life and participate in decision-making. The City recognizes that community organizations can deliver many services more efficiently and with a greater degree of community acceptance. Furthermore, it recognizes that City grants help leverage other resources from the community, business and other governments.

The following core values guide the City of Toronto's grant-making activities:

1.1 Diversity and Equity - The City of Toronto will commit to ensuring that an equity and diversity lens is applied to its grant making. The City condemns harassment,

denigration, discriminatory actions, and promotion of hatred. Activities funded by the City of Toronto must comply with all relevant legislation including the City's anti-discrimination policies, the Ontario Human Rights Code and the Canadian Charter of Rights and Freedoms.

1.2 Accessibility – The City of Toronto will ensure that all qualified applicants will have the opportunity to access and make applications to City of Toronto Grant Programs.

1.3 Openness and transparency – The City of Toronto will make information about its evaluation processes and criteria publicly accessible.

1.4 Accountability – The City of Toronto will make information about its granting activities available to the public. The City will ensure that grants are used for the purposes for which they are provided.

1.5 Responsiveness – The City of Toronto will involve the community in the ongoing review of community needs and will ensure that its Grants Programs are able to meet new and emerging needs.

(2) Purpose:

The purpose of this policy is to provide a framework for all City granting activities within its scope (excluding grants in-kind) and guide the administration of City Grant Programs and decision-making process. The policy provides guidance on key aspects of the City's grantmaking processes including:

Conditions of grant support; Mechanisms the City will use to allocate grants

Means by which the City will administer grants; Program standards and measurements and

Guidelines for the appropriate use of City grants; This policy also describes links to more detailed policies that apply to specific granting activities.

(3) Scope

This policy applies to all grant funding activities pursuant to the *City of Toronto Act, 2006* Section 83. It does not apply to the following:

- 3.1 Grant funding activities carried out under the authority of other sections of the City of Toronto Act;
- 3.2 Grant funding activities carried out under the authority of Acts other than the City of Toronto Act;
- 3.3 Grant funding activities administered by the City on behalf of an external grant-maker;
- 3.4 In-kind granting activities carried out under the authority of the City of Toronto Act, any other Act, or on behalf of an external grant-maker; and
- 3.5 Rebates

(4) Definitions:

- 4.1 “Grant” means grant funding pursuant to Section 83 of the *City of Toronto Act*, 2006.
- 4.2 “Rebate” means the transfer of cash to a third party to lessen or refund a portion of an amount already paid.
- 4.3 “Grant Program” means a program that allocates a Grant to organizations to meet established Grant Program objectives.
- 4.4 “Line-item grant” refers to a specific amount allocated to a specific agency within a divisional budget.
- 4.5 “Ancillary and Incidental” activity is one that is naturally connected with and subservient to a grant recipient’s larger mandate, purpose, and project, service, or educational activity, or something that exists only in conjunction with such larger mandate, purpose, and project, service, or educational activity.
- 4.6 “Unrestricted Reserve” refers to those funds that have not been restricted by the donor for a specific purpose and whose use is therefore at the discretion of the organization’s Board of Directors or one of its affiliated organizations.

(5) Conditions of Grant Support:

- 5.1 To be eligible to receive a grant from the City of Toronto, all organizations must meet the following conditions:

5.1.1 Toronto-Based

The organization’s head office must be located in Toronto, and all Grant-supported activities must take place in Toronto.

5.1.2 Consistency with City Goals

The activity or outcomes for which funding is requested must support any purpose Council considers to be in the interest of the City of Toronto Act.

5.1.3 Compliance with City’s Commitment to Equity, Diversity and Human Rights

Grant recipients must comply with provincial and federal human rights/hate crime legislation and the requirements of the City’s policy prohibiting harassment/discrimination on the basis of the additional grounds of political affiliation and level of literacy.

In addition, grant recipients are also required to adhere to the Ontario Human Rights Code and the Canadian Charter of Rights and Freedoms

As a condition of a grant:

- 1. All organizations will be required to submit a signed Declaration of Compliance with Anti-Harassment/Discrimination Legislation and City Policy.
- 2. All Organizations with total annual operating budgets greater than \$25,000.00 will be required to submit documentation regarding their antidiscrimination/harassment, access and equity policies.
- 3. All Organizations receiving one-time Grants will be required to include in their request a description of how they address discrimination/harassment, access and equity within the organization.

5.1.4 Financial Need and Financial Health

An organization seeking funding must demonstrate that it does not otherwise have the resources necessary to undertake the activity for which the grant is requested. This includes providing all necessary information regarding the level of its Unrestricted Reserves. The level of an organization's Unrestricted Reserves will also be evaluated to determine the organization's ability to meet its legal and financial obligations.

5.1.5 Not-for-Profit

All organizations must demonstrate that the activity for which a grant is requested will be organized without financial gain for its members or directors

5.1.6 Political Activity

Grant recipients shall not use funds provided by the City to oppose or endorse a named party, or elected official. Any such grants may not be devoted directly to such activities, or devoted indirectly through provision of resources to a third party engaged in partisan political activities.

In cases where a grant recipient devotes part of its resources to political activities described in this section:

- such political activities must be Ancillary and Incidental to its mandate, purpose, and project or service activities,
- such political activities must not include the direct or indirect support of or opposition to any political party or candidate for public office.

Without limiting the above, political activities undertaken as part of a City funded project not subject to any limitation include:

- all candidates meetings, oral and written presentations to the relevant Councillors to present the proponent's views or to provide information,
- oral and written presentations or briefs containing information and recommendations to the relevant committees of Council,
- the provision of information and the expression of non-partisan views to the media that fall within the general ambit of the grant recipient's mandate or purpose, as long as the devotion of resources to such activity is reasonable in the circumstances (i.e., is intended to inform and educate by providing information and views designed primarily to allow full and reasoned consideration of an issue, rather than to influence public opinion or to generate controversy),
- publications, conferences, workshops and other forms of communication that are produced or organized by a grant recipient in order to sway public opinion on political issues and matters of public policy,
- advertisements in newspapers, magazines or on television or radio to the extent that they are designed to attract interest in, or gain support for, a grant recipient's position on political issues and matters of public policy,
- public meetings or lawful demonstrations that are organized to publicize and gain support for a grant recipient's point of view on matters of public policy and political issues, and mail campaigns: requests by a grant recipient to its members or the public to forward
- letters or other written communications to the media and government expressing support for the organization's views on political issues and matters of public policy.

None of the above activities may be carried out in a manner that may reasonably be construed as supporting a particular candidate, elected official or particular party. Through its funding, the City of Toronto creates opportunities for communities to play a role in shaping public policy as a way to support an active and engaged civil society. However, these investments are not an endorsement of any particular political or policy perspective held by Grant recipients.

5.1.7 Adhere to Terms and Conditions

- 5.1.7.1 The organization must adhere to any terms and conditions for grant recipients established by the City.
- 5.1.7.2 Organizations that have previously received a grant from the City of Toronto must have adhered to the terms and conditions in place for the period of the grant.

5.2 Additional Conditions of Grant Support

The City may establish additional conditions of grant support. These conditions of grant support may apply to all organizations, across a Grant Program, to individual organizations within a Grants Program, or to line-item grants.

5.3 Exceptions

The City recognizes that there may be circumstances where an organization's failure to adhere either to the terms and conditions and/or to the policies for grant recipients in place at the time of a previous grant should not prevent the organization from receiving new grant support from the City.

Council may decide to waive the condition of grant support set out in section 5.1.7.2 after considering:

- 5.3.1 The length of time that has passed since the organization failed to adhere either to the terms and conditions and/or to policies for grant recipients;
- 5.3.2 Changes made to the organization's governance and management

5.4 Right to Reject:

The City reserves the right to reject any request for a grant from an organization, including those that meet all the conditions specified in 5.1. In addition to rejecting requests for grants that do not meet all of the conditions specified in 5.1, the City may reject grant requests where:

- 5.4.1 The demand for grants is greater than the funding available for allocation;
- 5.4.2 The City determines that the organization requesting the grant is in any way indebted to the City; or
- 5.4.3 The City, in its sole discretion, is of the opinion that it is in its best interests that the grant be rejected.

(6) Granting Mechanisms:

The City of Toronto will allocate grants using Grant Programs and line-item grants. Only

Council may establish or delete either a Grant Program or a line item grant. Wherever possible, the City will allocate grants using Grants Programs. Line-item grants will only be established where there is a unique organization that can assist the City in meeting one or more of its goals.

“Standards for the Administration of Line Item Grants” (2008) provides these standards for line item grants.

(7) Appealing decisions:

Some Grant Programs have an appeal process. For these Grant Programs, applicants who are not satisfied with the outcome of the allocations may submit an appeal to have the recommended funding decision on their request reconsidered. Information on the process for review and approval of grants is included in each Grant Program's guidelines.

(8) Program Standards and Performance Measures:

Grant Programs and line-item grants will operate according to Council approved program standards as set out below. These standards require each program to develop and publish information on the following areas:

Priority Setting: confirms that an effective program model is used (e.g. the criteria and priorities that guide allocations and decision-making), and situates the Grant Program within divisional, departmental, and Council goals.

Outreach: provides information about the funding program to potential applicants and other stakeholders through an outreach strategy suitable for the program design and funding model.

Application: ensures that effective processes are in place to receive and review applications, and that the basis for recommendations and assessment decisions of each application are well documented.

Allocation: ensures fairness and transparency in decision-making, and consistency in reporting procedures. In this process segment, recommendations are made and funding allocations are officially approved.

Administration: ensures that a procedure is in place to ensure due diligence in monitoring the use of funds and compliance with the terms and conditions of funding. The process also includes an opportunity to identify and reduce risk by increasing the management and operational capacity of funding recipients.

Evaluation: assesses the quality and impact of the funding program, and identifies opportunities to improve the efficiency and effectiveness of the program.

(9) Customer Service Standards:

The City aims to deliver exceptional, equitable and accessible customer service. All City divisions have service standards that detail the necessary time to deliver services to Toronto's residents. These customer service standards are made available to better inform

citizens about when they can expect requested services to be delivered. Each community Grant Program is guided by these standards.

(10) Complaints:

Complaints about a grant recipient should be directed to the organization. It is the responsibility their own services and activities. Where a complaint made directly to an organization about a service has not been resolved satisfactorily, a complaint can be submitted to the City Grant Program that supports the funded activity for appropriate follow-up.

(11) Use of City Grants:

In addition to this policy, the use of grants will be governed by a standard set of terms and conditions, or by an alternate set of terms and conditions agreeable to the City Solicitor. “Delegation of Authority – Grants Administration” (1999) and its subsequent updates provides standard terms and conditions. Funded organizations receive a letter of understanding that sets out these terms and conditions, which must be signed and agreed to receive funds.