



## CALL FOR PROPOSALS

The John Howard Society of PEI, on behalf the Charlottetown and Summerside Community Advisory Board (CAB) on Homelessness, is issuing a Call for Proposals under the Government of Canada's Reaching Home Program. The John Howard Society of PEI is the Community Entity (CE) responsible for the administration of Reaching Home in the cities of Charlottetown and Summerside. The Community Advisory Board consists of variety of agencies and organizations in the designated communities having direct involvement and/or interest in preventing and reducing homelessness, approves projects to be funded through Reaching Home, and acts as an overall advisory capacity.

Reaching Home supports the goals of the National Housing Strategy to support the most vulnerable Canadians in maintaining safe, stable, affordable housing and to reduce chronic homelessness nationally by 50 percent by 2027-2028. Reaching Home will work with communities to shift towards a more coordinated and systems-based approach to homelessness and to establish and achieve community-wide outcomes.

The CE is required to develop and implement a Coordinated Access system in the Designated Communities by April 1, 2022. Once in place, recipients of Reaching Home funding will be required to participate in a Coordinated Access System. For further information on coordinated access, please visit:

[Reaching Home: Canada's Homelessness Strategy Directives - Canada.ca](#) (click on Coordinated Access)

**Proposals will be accepted for the period of April 1, 2021- March 31, 2022, shorter term projects proposals will also be considered within the fiscal year. Funding is specific to the Designated Communities of Charlottetown and Summerside. Total Funding Amount: \$138,000. Proposals will be accepted for funded amounts between \$5,000 to \$25,000 and from \$25,000 to \$50,000.**

The Community Advisory Board has outlined 3 key investment areas:

1. **Housing Services:** Housing services are those that lead to an individual or family transitioning into more stable housing that can be deemed appropriate and safe; Housing could include:
  - Transitional Housing
  - Permanent Supportive Housing – place based, scattered sites.
  - Housing
  - Indigenous Housing options
2. **Prevention and Shelter Diversion:** Prevention includes activities aimed at preventing homelessness by supporting individuals and families at imminent risk of homelessness before a crisis occurs. Shelter diversion is a tool used to prevent the use of emergency shelters by providing individualized supports when families and individuals are seeking to enter the emergency shelter system. Diversion programs help individuals and families explore safe and appropriate alternate housing arrangement and, if necessary, connect them with services and financial assistance to help them secure housing. Shelter diversion is different from other permanent housing-targeted interventions because of the point in time in which the intervention occurs. Diversion focuses on people as they are seeking entry into shelters, while prevention focuses on people at risk of homelessness. However, many of the same initiatives may be employed with shelter diversion as with prevention.
3. **Client Support Services:** Client support services include individualized services to help improve integration and connectedness to support structures, such as the provision of basic needs and treatment services. They may also include services to support the economic, social and cultural integration of individuals and families.

For further information and to review the Reaching Home directives, please visit:

[Reaching Home: Canada's Homelessness Strategy Directives - Canada.ca](https://www24.intelcom.ca/ReachingHome/ReachingHomeStrategyDirectives.aspx)

The following information **must** be provided with each proposal submission to be considered for funding under the Reaching Home program:

1. Name of organization contact person, address, telephone/email contact information.
2. An executive summary of the proposal which clearly identifies priority areas the project is targeting and objectives; how will you identify at-risk and homeless populations and sub-populations.
3. An operational plan and description of project activities, objectives and intended outcomes.
4. Evaluation framework and monitoring procedures.
5. Any partnerships and or collaboration with other organizations/services and a description of their involvement, and letters of support.
6. The sources and amounts of funding from partners with written confirmation from each.
7. Project budget broken down by cost category.
8. A description of financial accounting practices
9. Details with respect to all salaried positions, including job descriptions, pay levels, length of terms, and hours of work and description.
10. Confirmation of ongoing financial sustainability beyond the funding period, if applicable.

Please note:

- The John Howard Society of PEI and the Community Advisory Board (CAB) has the absolute discretion to accept or reject any submission or any portion of thereof. The total number of projects funded and the amount of funding per project will be determined based on review by the CE and the CAB, pending due diligence of the proposals received.
- The John Howard Society of PEI and CAB reserve the right to request clarification from any or all organizations submitting a funding proposal.

- Organizations submitting a funding proposal acknowledged and agree that the John Howard Society of PEI and CAB will not be responsible for any costs, expenses, damages or liabilities by any organization as a result of or arising out of, submitting a funding proposal; requesting clarification, the communication of any information contained in a funding proposal to any party, including the public, or due to the John Howard Society of PEI and CAB acceptance of one or more of the submissions received as a result of this funding proposal.
- The John Howard Society of PEI and CAB make no representations or warranties concerning completeness or accuracy of the information contained in this package. Organizations must remain responsible for satisfying, themselves as to the completeness and accuracy of all information.
- Information submitted by organizations may only be released with the agreement of the organization if properly requested, and if the information is not exempt from disclosure from any Act.

**Please submit your proposal to:**  
**John Howard Society Reaching Home Program**  
**Attn: Donna Keenan**  
**Suite 48, Sherwood Business Center**  
**161 St. Peters Road, Charlottetown, PE C1A 5P6**  
**Or email: [hpscoordinator@eastlink.ca](mailto:hpscoordinator@eastlink.ca)**

**All submissions must be received by no later than 4:00 pm, March 12, 2021.**

**Please direct any inquires to Donna Keenan at 902-367-3356 or the above email.**

Funding for this initiative is made possible by the Government of Canada's Reaching Home Program

**Canada** 

[www.homelessness.gc.ca](http://www.homelessness.gc.ca)