

## **CRD-AEHCR: 2024-25 Service Agreement Deliverables**

This Schedule details the Deliverables as outlined herein and represents the work of the Alliance to End Homelessness in the Capital Region (AEHCR) for the period April 1, 2024, to March 31, 2025.

The Deliverables are to be supported through \$445,000 that includes:

- \$345,000 from the CRD
- \$100,000 from the City of Victoria that is administered by the CRD

### **GOAL 1: Regional Planning & Collaboration**

#### 1.1: Community Plan (2025-2030)

Finalize and publish the Community Plan 2025-2030.

#### 1.2: Health & Housing Steering Committee Meetings (Leadership)

Coordinate and Co-Chair a minimum of six (6), or as many as are held, Health & Housing Steering Committee Leadership meetings and propose items advanced by the CRD on the meeting agenda for consideration by the Health & Housing Steering Committee Leadership Team as requested.

#### 1.3: Health & Housing Steering Committee Meetings (Community)

Coordinate and Co-Chair a minimum of six (6), or as many as are held, Health & Housing Steering Committee Community meetings.

#### 1.4: Downtown Service Providers Meetings

Attend a minimum of twelve (12), or as many as are held, Downtown Service Provider meetings and support activities consistent with this Agreement or other plans/strategies as may be applicable.

#### 1.5: Sooke Homelessness Coalition Support

Engage the Sooke Homelessness Coalition and extend an offer to attend Sooke Homelessness Coalition meetings and participate as invited. Support activities, such as information sharing, engagement, as requested by the Sooke Coalition and that are within the scope of work of the Alliance and aligned with this Agreement or other plans/strategies as may be applicable. This will be reported back in writing at a mid-year CRD/AEHCR check-in.

#### 1.6: Salt Spring Island Engagement

Engage community organizations and other partners, such as BC Housing, on Salt Spring Island and identify areas of collaboration and suggestions for enhanced local coordination that the Alliance can support. This will be reported back in writing at a mid-year CRD/AEHCR check-in.

#### 1.7: Regional Planning & Collaboration Outcome Summary

Provide an annual summary at the end of the Agreement Term on the specific outcomes and/or outputs of the various community meeting tables referenced within this agreement. This should also include any recommendations as may be appropriate to enhance the effectiveness of regional planning and collaboration work and drive toward solutions.

## **GOAL 2: Ongoing Research**

### **2.1: Regional Overview of Permitted Sheltering Spaces**

Produce a report on the review of municipal areas across the CRD where people who are unhoused or experiencing homelessness can camp, shelter, or park in a vehicle overnight. The scope will include the entirety of the capital region as depicted in the CRD's administrative boundaries consisting of 13 municipalities and three electoral areas. This report will gather all bylaw information depicted in the CRD's administrative boundaries, identify critical areas requiring further investigation and suggest various options for more investigation.

### **2.2: 2024 Point-in-Time Count**

Provide support to the successful proponent of the CRD's 2024 Point-in-Time Count, which is expected in the fall of 2024. This may include, meeting participation, advertising and information dissemination, and/or engagement of Peoples with Lived Experience, as negotiated with the successful proponent agency. All expenses will reside with the successful organization, including stipends for Persons with Lived and Living Experience.

### **2.3: Supportive Housing Impact Assessment**

Prepare a report that is based on a literature review that looks at provincially provided community-level supportive housing guidelines, community impacts of supportive housing and supportive housing best practices.

### **2.4: Creating Homes: A Community Guide to Affordable and Supportive Housing Development**

Review and update, as may be required, the Creating Homes: A Community Guide to Affordable and Supportive Housing Development within the current program, funding, and political landscape.

## **GOAL 3: System Monitoring**

### **3.1: Coordinated Access**

Support the CRD's obligation to have a Coordinated Access system in place by March 31, 2026, as requested and subject to available capacity at the AEHCR. The minimum requirements, as prescribed by the Government of Canada, include expectations related to governance, access points, triage, vacancy matching and referrals, with the CRD providing current information on what these requirements are, as well as training and access to information and tools required to achieve this deliverable.

### **3.2: Homeless Individuals Families Information System**

Support the CRD's obligation to have Homeless Individuals Families Information System as requested subject to available capacity at the AEHCR, with the CRD providing current information on what these requirements are, as well as training and access to all relevant information and tools required to achieve this deliverable.

## **GOAL 4: Communication & Engagement**

### **4.1: 2024/2025 Regional Resources Guide**

Prepare a Regional Resources Guide that is based on the services published by BC211, Pathways, other sources as well as the inventory of youth that is currently underway. The Regional Resources Guide will be electronic, housed on the Alliance website and printable. Resources will be sought to expand the scope of the areas covered as well as printed options. The Regional Resources Guide will cover the entirety of the CRD including 13 municipalities and three electoral areas.

## **GOAL 5: General Administration**

### **5.1: 2023/2024 Annual Report**

Prepare and publish the 2023/2024 AEHCR Annual Report in accordance with any and all requirements under the *Societies Act* and other legislation/regulation as may be applicable.

### **5.2: Presentation to the Hospitals and Housing Committee of the CRD**

Prepare and provide a presentation to the CRD's Hospitals and Housing Committee. The presentation is to occur on or before July 3, 2024, and will offer detail of the AEHCR accomplishments under the 2023/2024 Service Agreement as well as an overview of what the AEHCR will be working on under this Agreement.

### **5.3: 2024/2025 Plan of Action**

Collaborate with AEHCR members and other partners as appropriate to develop and receive necessary approval of the 2024/25 AEHCR Plan of Action that is to include a timeline of all deliverables as contained within this Agreement. This is to be provided to the CRD following the Alliance's Board of Directors approval, anticipated July 30, 2024.

### **5.4: 2024 Annual General Meeting**

Hold the 2024 Annual General Meeting in accordance with any and all requirements under the *Societies Act* and other legislation/regulation as may be applicable.

### **5.5: Quarterly Progress Reports**

Prepare and provide brief written Quarterly Progress Reports to the CRD which are due on: Q1 July 31, 2024; Q2 October 31, 2024; Q3 January 31, 2025; Year End Report April 30, 2025. Attend follow-up meetings as may be required.

### **5.6: CRD/AEHCR Mid-Year Check-in**

Notwithstanding the obligation under item 5.5 to attend follow-up meetings as may be required, the CRD and AEHCR will meet for a mid-year check-in that is to be scheduled no later than November 15, 2024. In support of this check-in, the AEHCR will prepare and provide a high-level summary of progress on deliverables contained within this Agreement through Q1 and Q2 and a more detailed overview of how progress will be made on any outstanding deliverables as contained within this Agreement and by the end of the Agreement Term.

### **5.7: Disbursements**

All funding disbursed upon signing of this Agreement.