

Grant Guidelines

The Deadline for Applications is January 24, 2021 @ 11:59PM

Please submit applications and any questions/consultations to grants@calgaryhomeless.com

About the Grant

The Calgary Homeless Foundation (CHF) is a registered charity that exists to end homelessness in our city. Working with Calgary's non-profit sector, business, government, the faith community and the public at large, the Calgary Homeless Foundation provides system level leadership for Calgary's Homeless Serving System of Care.

The Government of Canada has recently announced an additional \$236.7 million in funding across Canada through Reaching Home: Canada's Homelessness Strategy, to help extend and expand the emergency response to the COVID-19 outbreak. This funding is in addition to the \$157.5 million in funding announced in April 2020 to help communities address the immediate impacts of the pandemic. Of these new funds, approximately \$1.7 million is allocated to Calgary's Indigenous stream.

CHF is proud to continue to support this important investment from the Government of Canada, and to help meet the continued needs of people experiencing homelessness during the COVID-19 pandemic. Working in partnership with the Reaching Home Indigenous Community Advisory Board (I-CAB), the goal of this grant is to support (through one time funding) urgent capital needs identified in the community in relation to addressing the needs of Indigenous peoples experiencing homelessness during COVID-19.

This grant will help those most vulnerable during the pandemic by:

- I. Increasing the availability of housing options and spaces in the community for Indigenous people experiencing homelessness and housing instability
- II. Supporting organizations working with Indigenous peoples experiencing homelessness and housing instability with the acquisition and development of land, property, and other capital asset needs
- III. Enhancing current infrastructure currently in place that are supporting the needs of Indigenous people experiencing homelessness and housing instability

Budget

Approximately \$1.7 million in funding is available for this grant opportunity. Funding for this opportunity is available for projects beginning April 1, 2020 and all funds allocated should be substantially expended by March 31, 2021. This funding is available to all eligible projects and applicants. Awarded projects, based on greatest impact to the homeless serving system of care, will be prioritized, and funds will be allocated

until all funding is utilized, thus some projects may be supported only in-part. Applicants can apply for a portion of the funding available or the entire allocation.

While initial capital investment is of importance, grant applicants must take into consideration the long-term maintenance and sustainability of projects. To that end, grant applicants will be assessed on their sustainability plan. Accountabilities and required collaboration with CHF will scale to the size of grant. See below for project budget guidelines:

<\$25,000	>\$25,000
1. Submit Grant Application	1. Minimum of 3 quotes for capital purchases 2. Submit Grant Application 3. Complete a New Agency Information Form (if applicable)

Note: Projects budgets and work outlined must be substantially completed by March 31, 2021.

Who Can Apply and What Activities are Eligible?

Eligible Applicants	Eligible Activities	Ineligible Projects
Include: <ul style="list-style-type: none"> Registered Canadian charity and/or non-profit organizations Indigenous Communities (First Nations, Inuit, & Metis) Applicants must demonstrate experience and success in previously working with vulnerable populations 	<ul style="list-style-type: none"> Must support the work of ending homelessness in the Calgary area, and align with the goals as outlined in this grant opportunity Demonstrably address the needs of Indigenous people experiencing homelessness as identified by the community Can demonstrate link to COVID-related disruption or response Are finite in nature (suitable for short term one-time funding), supported by a reasonable budget, and be substantially completed by March 31, 2021. While funding is not intended to be multi-year, phases of multi-phased projects may also be considered. See Example Projects below 	<ul style="list-style-type: none"> Ongoing operating expenses (due to the one-time funding nature. If you're unsure, please contact CHF) Supports and projects for individuals or families not experiencing homelessness Debt retirement Fundraising activities Project expenses incurred prior to April 1, 2020 Project expenses that are covered by another funding source (such as the bilateral Housing Partnership Framework agreement with the CMHC)

Capital Projects Planning

Capital investments are intended to increase the capacity or improve the quality of facilities that address the needs of individuals and families who are homeless, including those that support culturally appropriate programming for Indigenous individuals and families.

In alignment with the Government of Canada's requirements, the Applicant must demonstrate:

- **Linking with the province or territory:** efforts should be made to link with provincial, territorial or municipal funding. It is important to provide evidence of the need to purchase, construct, or renovate facilities and to ensure that the Applicant is best placed to undertake the capital project. Reaching Home funds can be used to complement other capital investments made by a province, territory or municipality. However, Reaching Home funding must not duplicate or displace funding from other programs (should be used to fill a gap in these instances).
- **Encouraging leveraging:** where possible, Applicants are encouraged to ensure that Reaching Home is not the sole funder in capital projects. For capital projects consisting of new construction or purchase of facilities, the Applicant is required to record the in-kind and financial contributions of each capital investment from other funders.
- **Ensuring sustainability:** capital projects require a sustainability plan in which Applicants must demonstrate their capacity to operate the facility for its intended purpose for a minimum period of up to 5 years after project completion. Applicants must identify all relevant funding sources for the operation of the facility and/or new services through their application documents. As capital projects funded under Reaching Home should lead to new or improved services after their completion, an exit strategy is unacceptable for capital projects.
- Applicants applying for capital projects must provide a sustainability plan utilizing the Reaching Home Sustainability Checklist, in which Applicants must:
 - describe their partnerships;
 - confirm their funding sources for ongoing operations;
 - report if the project will increase the level of services or if they will remain stable; and
 - include a timeline for the completion of their activities.
- **For vehicles and equipment,** a full sustainability plan is not required, however consideration should be made as to who will utilize and benefit from this purchase (and how often), for what purpose, cost of insurance, fuel, maintenance, etc. on an on-going basis.
- **Note:** For Applicants awarded funding to purchase a property, obtain a long-term lease, complete a capital renovation projects, or the purchase of vehicles and equipment, they may be subject to monitoring for up to 5 years after the project end-date to ensure recipients are compliant with the terms outlined above by the Government of Canada.

Application Process

Applicants with eligible projects are invited to submit a Grant Application Form (and other documents such as the sustainability plan and new applicant identification form as applicable) to the email address indicated above, prior to the grant deadline.

In addition, CHF provides the opportunity for Proponents to submit a supplemental oral presentation through video in support of the written application form. The video may further elaborate on the identified need and intended impact of the application as described in the written application. The video must be submitted via email with a YouTube, Google Drive, OneDrive, Dropbox (or similar hosts) hyperlink and be delivered alongside the written Grant Application Form submission.

Applicants may be requested to present their application, and to address any questions, to the grant review panel. CHF and the grant review panel will endeavor to announce awards by February 12, 2021.

Evaluation Process

- Grant applications will be reviewed by CHF and a grant review panel upon deadline close. The grant review panel will consist of members of the I-CAB (who are volunteer members from the Indigenous Community).
- Applications will be evaluated for alignment with the goals of this grant, demonstration of community need & impact, their sustainability plan (if applicable), Applicants' capacity to complete the project in the timeline provided, and available dollars.
- Successful grant Applicants will be contacted once project selection is complete. CHF will endeavour to answer all questions submitted. Please contact CHF at grants@calgaryhomeless.com for a consultation prior to application for funding requests greater than \$100,000. This is to ensure appropriate alignment with grant goals and objectives.

Example Projects

Projects that could be considered for funding in this grant opportunity include:

- Purchase or repurposing existing properties to create new temporary housing (e.g., motel and hotel spaces, community spaces).
- Innovative housing options such as modular housing (ex. ATCO structures), or "tiny homes".
- New construction of transitional or permanent supportive housing, or non-residential facilities (e.g., community hubs to include furniture banks, drop-in centres, resource centres, outreach worker spaces, counselling spaces, laundry facilities, food
- Renovation of existing facilities (e.g., transitional housing, permanent supportive housing, or non-residential facilities) to, for example, improve ventilation or increase the distance between residents.
- Eligible costs related to professional fees, such as consultants, audit, technical expertise, facilitation, legal, and construction contractors, and capital costs of the purchase of a land or building.
- Purchase of furniture, appliances, machinery (e.g., lawnmower, woodworking tools), electronic equipment and vehicles (e.g., to be used for outreach, transportation for furniture banks).
- Repairs of damages resulting from housing placements (includes private market housing).