



**CITY OF KINGSTON**  
**REPORT TO COUNCIL**

**Report No.: 12-191**

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**TO:** Mayor and Members of Council  
**FROM:** Lanie Hurdle, Commissioner, Community Services  
**RESOURCE STAFF:** Sheldon Laidman, Director, Housing Department  
**DATE OF MEETING:** June 19, 2012  
**SUBJECT:** Update on Funding Process for Homelessness Services

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**EXECUTIVE SUMMARY:**

As Consolidated Municipal Service Manager (CMSM) for homelessness services, City Council directed staff to issue a Request for Proposal (RFP) for the provincial Consolidated Homelessness Prevention Program (CHPP) and Municipal Housing & Homelessness Strategic Fund (HHSF) to allocate funding for the period 2013 and 2014.

City staff have deemed it necessary to delay the release of the RFP until receipt of the provincial guidelines for the consolidation of homelessness funding which staff anticipate will change the CHPP goals, outcomes and available funding for services. As funding and programs may be impacted by provincial changes, it is not practical to release an RFP prior to the receipt of the provincial guidelines.

In order to enable a realistic agency or service transition for 2013, the RFP has to be issued by September 2012. This means that guidelines have to be received within the next month in order for staff to review changes, integrate them into an RFP and then educate service providers on changes. In the event that the provincial funding guidelines are not received in time for this to happen, City staff will have a contingency plan which will include, at a minimum, flowing a portion of funds to existing service providers early in 2013. City staff will continue to communicate with community homelessness services providers. Staff will also report back to Council with a proposed process should the provincial guidelines not be received within an appropriate timeframe to issue an RFP.

**RECOMMENDATION:**

**THAT** City staff report back to City Council at the July 17, 2012 meeting to provide an update on next steps based upon funding announcements from the province.

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**AUTHORIZING SIGNATURES:**

ORIGINAL SIGNED BY COMMISSIONER Lanie Hurdle, Commissioner Community Services
ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER Gerard Hunt, Chief Administrative Officer

**CONSULTATION WITH THE FOLLOWING COMMISSIONERS:**

Cynthia Beach, <i>Sustainability &amp; Growth</i>	N/R
Denis Leger, <i>Transportation, Properties &amp; Emergency Services</i>	N/R
Jim Keech, <i>President and CEO, Utilities Kingston</i>	N/R

***(N/R indicates consultation not required)***

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**OPTIONS/DISCUSSION:**

Council approved the issuance and criteria to be used for a Request for Proposal (RFP) for the allocation of annual Consolidated Homelessness Prevention Program (CHPP) and Housing/Homelessness Strategy Funding (HHSF) for the period from 2013-2014. This funding is in addition to the shelter per diem funding which the City's six (6) emergency shelters receive based on the number of clients using the shelter beds and the number of clients eligible under Ontario Works legislation.

As part of the Province's Long-Term Affordable Housing Strategy, the Service Manager has been informed that the following provincially funded housing and homelessness programs will be consolidated in 2013: Consolidated Homelessness Prevention Program (CHPP); Emergency Energy Fund (Provincial Utility Bank); Emergency Hostels (shelter per diems); Rent Bank (Provincial); Ontario Works Community Start-Up and Maintenance Benefit (CSUMB) and Domiciliary Hostels (Kingston has none). Although the CSUMB is included in this consolidation, staff will review the option to continue to redirect this funding directly to OW clients. The Province recently announced that it will be reducing its contribution to CSUMB by 50% starting in 2013.

The guidelines on this funding consolidation have not yet been released, however, the Ministry of Municipal Affairs and Housing has advised that the consolidated funding will begin in 2013 and will provide some level of local discretion on the allocation of this funding.

City staff have been unable to obtain confirmation if the current funding levels, goals and outcomes for these programs will remain the same and if this consolidation could affect the priorities for funding. Accordingly, City staff are delaying the release of the RFP in anticipation of the receipt of funding guidelines in June or July 2012.

City staff believe that if the guidelines are not received by mid July, the issuance of an RFP may not be the best approach as it relates to providing services and could cause confusion amongst providers as well as unforeseen impacts on clients. Based on other previous provincial program announcements, staff expect that once the guidelines are received, they will require further details and explanations from the province, possibly local adjustments and finally, education with service providers so that they can properly respond to an RFP. If the guidelines are not received by July 2012, there would likely not be sufficient time to allow this process to take place and provide a smooth transition amongst service providers. In this event, City staff will review options and prepare a contingency plan which will include flowing some funding to existing service providers to ensure they can continue to provide services to clients.

City staff will continue to communicate with community homelessness service providers and, in particular, existing service providers since alternate arrangements will need to be made for the present CHPP and HHSF service providers and their clients.

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City staff will also report back on proposed next steps should the guidelines not be received on time to issue an RFP in 2012.

The table below provides a list of sources of funding for homelessness services in Kingston. Community agencies offer services to this client group and receive funding from other sources including the United Way, provincial and federal governments, local investments (i.e. local churches, private donations, service agencies, etc.). The table below includes funding administered by both the City and the United Way.

Source of Funding/ Administrator	Program	Funding Amount and Frequency
Ministry of Community & Social Services (MCSS) • City of Kingston/Administrator	Consolidated Homelessness Prevention Program (CHPP)	\$1.353M annually
City of Kingston • City of Kingston/Administrator	Housing & Homelessness Strategic Fund (HHSF)	\$150K annually
Ministry of Community & Social Services (MCSS) • City of Kingston/Administrator	Provincial Utility Bank	\$23,770 annually
Ministry of Municipal Affairs & Housing (MMAH) • City of Kingston/Administrator	Provincial Rent Bank	\$66,824 annually
City of Kingston • City of Kingston/Administrator	Municipal Rent Bank	\$146K annually
Ministry of Community & Social Services (MCSS) and municipality cost-shared (81.2/18.8%) • City of Kingston/Administrator	Shelter per diems	\$687,818 - 2011 funding
Service Canada (HRDC) • United Way KFLA/Administrator	Homelessness Partnering Strategy (HPS)	\$492,414 for period: April 2011 - March 2014
United Way KFLA • United Way KFLA/Administrator	Agency Allocations	\$419,800 - 2011 funding
United Way KFLA • United Way KFLA/Administrator	One time grants	\$33K - 2011 funding
United way KFLA and Union Gas • United Way KFLA/Administrator	Winter Warmth (utility assistance)	\$40K (\$20K UW and \$20K UG) - 2011 funding

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A list of agencies currently in receipt of CHPP and HHSF funding and the services provided under these programs is attached as Exhibit „A“.

**EXTERNAL CONSULTATION:**

Susan Beckel, Deputy Clerk, County of Frontenac

**EXISTING POLICY/BY LAW:**

N/A

**NOTICE PROVISIONS:**

No notice requirements

**ACCESSIBILITY CONSIDERATIONS:**

This report is available in alternative formats upon request.

**FINANCIAL CONSIDERATIONS:**

In past years, CHPP funding is annualized 100% provincial funding. The level of funding for 2013 is unknown and could change with the consolidation of programs and guidelines. The City currently receives \$1.3M annually. The \$150,000 HHSF funding is included in the City’s annual operating budget.

The Province will be reducing its contribution to CSUMB by 50% starting in 2013.

**CONTACTS:**

Lanie Hurdle, Commissioner, Community Services 613-546-4291 ext. 1231

**OTHER CITY OF KINGSTON STAFF CONSULTED:**

Sheldon Laidman, Director, Housing Department  
Lee Campbell, Housing Program Administrator, Housing Department  
Melanie Bale, Financial Analyst, Housing Department  
Adele Lafrance, Director, Community & Family Services Department  
Katie Clarke, Manager, Ontario Works Program, Community & Family Services Dept.  
Desiree Kennedy, City Treasurer  
Janis Morrison, Purchasing Coordinator, Financial Services

**EXHIBITS ATTACHED:**

Exhibit „A“ CHPP Funded Services 2012

**Exhibit 'A'**  
**CHPP Funded Services 2012**

<b>Funding Source</b>	<b>Agency and Program</b>	<b>Annual Amount</b>	<b>Program Description</b>	<b>Funding for Staff or Program</b>
<b>Consolidated Housing &amp; Homeless Prevention (CHPP)</b>	Salvation Army – The Gathering Place	\$115,560	The Gathering Place provides a non-judgmental atmosphere where guests can take shelter from harsh and inclement weather, eat nutritious meals, take part in daily activities or find respite in a safe and welcoming environment	Program Staff
<b>Consolidated Housing &amp; Homeless Prevention (CHPP)</b>	Salvation Army – Progress Assistance Program (RDAP)	\$ 74,998	Loan program to assist homeless, over-housed, inappropriately housed individuals in off-setting first or last month's rent or clearance of outstanding arrears in order to secure housing.	Bank Program
<b>Consolidated Housing &amp; Homeless Prevention (CHPP)</b>	John Howard Society - Support Services	\$ 43,066	Personal support services to clients transitioning from correctional institutions to community through temporary to permanent housing	Program Staff
<b>Consolidated Housing &amp; Homeless Prevention (CHPP)</b>	Southern Frontenac Community Services - Financial Assistance Banks	\$ 81,128	Financial assistance banks to maintain/stabilize housing, geared to the needs of rural residents and a rental property improvement program geared to landlords – such as furnace replacements.	Bank Program
<b>Consolidated Housing &amp; Homeless Prevention (CHPP), Social Services</b>	Dawn House - Support Services	\$175,412	Support services to assist residents in achieving independent living solutions	Program Staff

**Exhibit 'A'**  
**CHPP Funded Services 2012**

<b>Stabilization Fund, Local Services Realignment Fund</b>				
<b>Consolidated Housing &amp; Homeless Prevention (CHPP)</b>	Elizabeth Fry Society - Support Services	\$185,307	Service program and community outreach program continuity for women in transitional and permanent housing including life skills and eviction prevention.	Program Staff
<b>Consolidated Housing &amp; Homeless Prevention (CHPP)</b>	Home Base – Eviction Prevention Worker (Early Intervention)	\$ 57,074	Community outreach and drop in support services directed at homeless and at risk of homeless individuals and families.	Program Staff
<b>Consolidated Housing &amp; Homeless Prevention (CHPP)</b>	Home Base – Fresh Start Program Youth Net Program	\$610,442	<u>Fresh Start</u> – Supports for individuals with a variety of special and complex needs transitioning to and living in “alternative housing”. <u>Youth Net</u> – Supportive Housing Program for youth aged 16 – 24 years of age. This is a structured, transitional housing program for young people who want to make changes in their lives and work towards independence. Staff also provides outreach services to youth.	Program Staff  Program Staff
<b>Consolidated Housing &amp; Homeless Prevention (CHPP)</b>	Home Base – Lily’s Place	\$142,083.37	Daytime programming; support services for residents to assist them in working through the barriers that	Program Staff

**Exhibit 'A'**  
**CHPP Funded Services 2012**

			prevent them from securing long-term housing; phone, computers and meeting space to assist clients in their housing searches; Access to the Hostel Case Manager; Counselling - one on one and group sessions. Parenting support; literacy and education support;	
<b>Municipal Homeless/Housing Strategic Funds (MHHS)</b>	Home Base – Eviction Prevention Worker (Imminent Risk)	\$50,000.00	Eviction prevention services for clients at imminent risk of eviction, including outreach, drop in support services and advocacy services. Attend Landlord and Tenant Board hearings to assist;	Program Staff
<b>Municipal Homeless/Housing Strategic Funds (MHHS)</b>	Home Base – In from the Cold Safety and Security	\$45,000.00	To ensure that there is an additional staff member available during the overnight shift at the shelter to assist in providing staff and client safety	Program Staff
<b>Municipal Homeless/Housing Strategic Funds (MHHS)</b>	Ryandale – Day Shelter Staff and Services	\$55,000.00	To staff the facility in the day time so that those who work nights; families with pre-school/school aged children and those with physical limitations do not have to leave the facility during the daytime.	Program Staff
<b>Utility Bank (City of Kingston allocation)</b>	Salvation Army Bank funding	\$19,125	To assist individuals in maintaining their energy source(s) when faced with the possibility that their energy	Bank Program



**Exhibit 'A'**  
**CHPP Funded Services 2012**

			source (s) may be turned off due to arrears.	
<b>Utility Bank (County of Frontenac allocation)</b>	Southern Frontenac Community Services Bank funding	\$4,645	To assist individuals in maintaining their energy source(s) when faced with the possibility that their energy source (s) may be turned off due to arrears.	Bank Program
<b>Provincial Rent Bank (City of Kingston allocation)</b>	Salvation Army Bank funding	\$ 53,764.59	To assist individuals in maintaining their housing when faced with the possibility of eviction due to rent arrears. Applicants in receipt of rent-geared-to-income (RGI) assistance <b>are not</b> eligible.	Bank Program
<b>Provincial Rent Bank (County of Frontenac allocation)</b>	Southern Frontenac Community Services Bank funding	\$ 13,059.41	To assist individuals in maintaining their housing when faced with the possibility of eviction due to rent arrears. Applicants in receipt of rent-geared-to-income (RGI) assistance <b>are not</b> eligible.	Bank Program
<b>Municipal Rent Bank</b>	Salvation Army Bank funding	\$146,000	To assist individuals in maintaining their housing when faced with the possibility of eviction due to rent arrears. Applicants in receipt of rent-geared-to-income (RGI) assistance <b>are</b> eligible.	Bank Program