**REACHING HOME**

**CALL FOR PROPOSALS – SERVICE DELIVERY**

**Prevention of Homelessness & Shelter Diversion**

In consultation with the Community Advisory Board and Housing Infrastructure and Communities Canada, End Homelessness Winnipeg as Winnipeg’s Community Entity for Reaching Home is accepting applications to provide funding to organizations who prevent individuals and families at imminent risk of housing loss from entering homelessness.

This call is a result of an impending increase in Reaching Home funding for Winnipeg. Allocation of this funding is conditional upon an amended agreement between Winnipeg’s Community Entity and Housing Infrastructure and Communities Canada.

**Prevention**

The Reaching Home Directives define prevention as an intervention that provides support to people **before** a crisis occurs, aiming to reduce risks and prevent homelessness. Homelessness prevention includes:

* Supporting people who are **currently housed** but are **at imminent risk** of losing their housing.
* Supporting people who are being discharged from public systems (e.g., health, correctional, and child welfare) and preventing them from being discharged to emergency shelter or unsheltered homelessness (inflowing into homelessness as a result).

**Note:** Imminent risk of homelessness refers to a housing situation that will end in the near future (e.g., within two weeks) where the household does not have the immediate prospect, means or ability of acquiring a subsequent residence.

Examples of homelessness prevention interventions include:

* Problem solving with landlords to stop an eviction.
* Working with family and other natural supports to prevent loss of housing for youth.
* Making referrals to prevent relationship breakdown (e.g., family counselling or mediation).
* Providing short-term or emergency financial assistance (e.g., to cover the costs of rent or utility arrears, cleaning/repairs to a rental unit so that it is safe, or groceries to help with that month’s budget).
* Finding another housing option before a tenancy ends, or before a youth ages out of care or leaves a family home.

**Shelter Diversion**

The Reaching Home Directives define shelter diversion as an intervention that helps people who are seeking access to emergency shelter to explore other safe and appropriate alternatives.

Examples of shelter diversion strategies include:

* Problem solving to find places where people can stay (even for a few days), such as with a neighbor, a friend or family.
* Providing flex funds (small grants) to cover transportation costs or groceries, to make the transition to the alternative housing option easier.
* Supporting people to move directly into housing when they leave public institutions (e.g., hospital, corrections, or child welfare), so they are not discharged into homelessness.

As needed, shelter diversion may be complemented with follow-up support, to help people secure a more permanent housing option in the near future. For example, workers could reconnect with people that were diverted from shelter within a day or two, to help them with a housing search and follow-up on referrals.

**Note:** Shelter diversion helps people who are experiencing homelessness or being discharged from a public institution and seeking access to emergency shelter, while prevention helps people who are housed, but are at imminent risk of homelessness.

**AVAILABLE FUNDING**

**Funding Available:** Annually up to $250,000 per project.

**Funding Starts:** April 1, 2025

**Funding Ends:** March 31, 2028

**Service Delivery Region:** Winnipeg, Manitoba

**Target Populations:** Neighbourhoods that currently do not have prevention service programs nearby and/or populations currently underserved (e.g.: youth, veterans and refugees).

**Eligible Expenses:** Staff wages, professional fees, training/professional development costs, project administration costs, and project expenses related to the Prevention and Shelter Diversion Reaching Home Directives.

**Ineligible Expenses:** Loans, down payments and mortgage payments or repairs to privately owned property, student housing, and support to individuals not at imminent risk of homelessness.

**Eligible Applicants:** Registered not-for-profit organizations and/or charities in Canada who provide services as outlined in the Prevention and Shelter Diversion Reaching Home Directives. Preference will be given to Indigenous led organizations.

**Submission Deadline:** **Thursday, January 30th, 2025 at noon (12:00 pm)**

**Types of Projects Eligible for Funding:**

1. **Intervention activities aimed at reducing the risk of individuals entering homelessness**

Funding is available to proponents who work with currently housed individuals and families at imminent risk of homelessness to receive support including but not limited to advocacy, mediation, education and/or financial assistance to maintain their tenancy. In the event an eviction or loss of home cannot be avoided, the proponent will assist in rehousing people into more suitable and/or affordable locations. Project funding opportunities aligned with Reaching Home’s Prevention directive are listed below:

1. **Advocacy and mediation**

* Enhancing family and natural supports, including helping families and extended families, to keep young people at home, and strengthening their attachment to school.
* Negotiating between tenants and landlords to resolve rental disputes and preserve tenancies.
* Supporting tenants through the Residential Tenancies Branch investigations and hearings. Legal advice, advocacy, and legal representation in order to avert eviction.
* Assisting with navigating and resolving rent related issues with Employment & Income Assistance.

1. **Tenant Rights and Responsibilities**

* Educating people of tenant and landlord rights and responsibilities.
* Aid with system navigation related to tenant issues including but not limited to:
  + Responding to eviction notices
  + Recovery of damage deposit
  + Rent increase notifications
  + Requesting maintenance repairs to private suites
  + Preparation for exterminators (pest infestation treatments)
* Provide referrals to appropriate resources such as Manitoba rental bank, Money Management workshops, Income Tax services, etc.

1. **Financial Supports**

* Financial assistance in response to a temporary financial crisis (e.g., job loss, illness, family breakdown, etc.) and/or emergency situation (e.g., building fires or closures, etc.) to keep a tenant housed.
* Short-term financial assistance to help avert eviction or loss of housing. Can include assistance with rent, utility deposits or payments, or arrears (rental or utility).
* Emergency assistance to help avert eviction (e.g., paying for groceries, clothing, transportation vouchers, diapers and formula, cleaning/repair of damage to a rental unit).
* Moving expenses when rehousing is needed

1. **Financial Literacy**

Deliver or provide access to a financial literacy program that focuses on, but is not limited to, budgeting, financial management, credit counseling, and/or debt consolidation to people who are at risk of homelessness, especially youth and new immigrants, with the intention to improve financial stability and contribute to housing stability.

1. **Shelter Diversion**

* Redirecting unhoused individuals from accessing shelter to stay in more permanent housing options (e.g., a neighbour, family, or friend) even if it is only for a few days. Provide follow-up support to help people secure permanent housing.
* Assist with housing individuals discharged from public systems (e.g., hospital stay, corrections, and child welfare) who are at-risk of being discharged into homelessness.

**APPLICATION CHECK LIST**

**DEADLINE: Thursday, January 30th, 2025 at noon (12:00 pm)**

Applications are considered complete upon receiving the following documents via email:

* **Funding Application** – filled with all the required signatures. If electronic signatures are not available, a scanned PDF file of **PART 3 - DECLARATION** with all signatures present is acceptable.
* **Proposed Budget Form**
* Email subject line: **Application for** **Prevention into Homelessness and Shelter Diversion Funding**

Applications must be submitted via email in the original fillable Microsoft Word and Excel forms, failure to comply may result in your application being rejected. Please only attach the requested documents.

For application submission and any questions regarding the call for proposal, please email [**rhadmin@endhomelessnesswinnipeg.ca**](mailto:rhadmin@endhomelessnesswinnipeg.ca)**.**

If you do not receive an email confirming receipt of your application within two (2) business days, please follow up with an email to the address above.

Lastly, the Reaching Home Community Entity reserves the right to ask for additional information as the review process moves forward.

**EVALUATION CRITERIA**

Applications will be assessed based on the following criteria:

**Project Description / Alignment with community needs and priorities**

How well does the proposal address the needs of people at risk of experiencing homelessness, housing stability and housing loss prevention? Does the project serve neighbourhoods, within Winnipeg, without prevention services in the area, or for populations not currently being served? Does the project demonstrate linkages to other agencies for the provision of services, or brokering and collaborating across the system to provide seamless service delivery?

**Measurable and Achievable Outputs – Level of Impact**

Does the proposed project or activity have measurable and achievable benefits or outputs to meet the needs of people who are at risk of experiencing homelessness? (e.g. number of expected participants to be served, number of individuals / households provided with direct advocacy support, number of landlord liaison and interventions to prevent eviction and preserve tenancy, number of evictions prevented, number of individuals who received financial management advice (advice on budgeting, credit counseling and debt consolidation), number of individuals successfully connected to eligible financial resources, Emergency assistance to help avert eviction and so on).

How many people will benefit? What will be the impact of the project in the short term and longer term? This should describe the quantitative and qualitative outcomes.

**Capacity of the Applicant**

What is the capacity of the applicant, and the people involved in carrying out the project activities in terms of experience, resources, and abilities? Includes past and current accomplishments.

**Cultural Appropriateness**

Is the organization / project Indigenous led? Does the project respond to the unique needs of Indigenous people experiencing homelessness or other unique populations? Are services for Indigenous people delivered in a culturally appropriate way?

**Value for Money**

Do the costs directly relate to project and benefits of project commensurate with the investment.

|  |  |  |  |
| --- | --- | --- | --- |
| **Evaluation Criteria** | **Points** | **Weight** | **Score** |
| Alignment with Community Needs and Priorities | 10 | 3.0 | 30 |
| Measurable and Achievable Outputs / Level of Impact | 10 | 2.0 | 20 |
| Capacity of the Applicant | 10 | 2.0 | 20 |
| Cultural Appropriateness | 10 | 2.0 | 20 |
| Value for Money | 10 | 1.0 | 10 |
| **TOTAL POINTS** |  |  | **100** |
| **THRESHOLD MINIMUM** |  |  | **75** |

**SCORING SYSTEM:**

Points will be assigned for each criterion based on the information provided in the application.

Scoring shall be awarded on a scale of 0 to 10.

**NOTE:** For reconsideration purposes, EHW reserves the right to request additional information from applicants who failed to meet the threshold score. Notwithstanding, EHW is under no obligation to approve any unwarranted application.

**REACHING HOME**

**CALL FOR PROPOSAL – SERVICE DELIVERY**

**Prevention of Homelessness & Shelter Diversion**

| **PART 1 – ORGANIZATION INFORMATION** | | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| 1. **ORGANIZATION IDENTIFICATION** | | | | | | |
| 1. Legal Name: | | | | | | |
| 1. Operating Name (if different from legal name): | | | | | | |
| 1. Business Registration #: | | | | 1. Year Established: | | |
| 1. Incorporation #: | | | 1. GST #: | | | |
| 1. Organization Type (please select one):     Not-for-Profit  Charitable  Private  Other (Please specify): | | | | | | |
| 1. Organization Address (street address, city, province, & postal code): | | | | | | |
| 1. Telephone Number: | | | | | | |
| 1. Website: | | | | | | |
| 1. Mailing Address, if different from Organization address (street address, city, province, & postal code): | | | | | | |
| 1. Organization’s Mandate (maximum 300 words): | | | | | | |
| 1. **ORGANIZATION CONTACT** (Primary contact person for this application) | | | | | | |
| 1. Project Contact Name: | | | | | | |
| 1. Position Title: | | | | | | |
| 1. Telephone Number: | | | | | | |
| 1. Cell Number: | | | | | | |
| 1. E-mail Address: | | | | | | |
| 1. Project Contact Address (street address, city, province, & postal code): | | | | | | |
| 1. Will the Project activities be delivered in a different location than where your organization is located?   Same as Organization Address  Same as Organization Mailing Address  Different (specify below): | | | | | | |
| 1. How many of the Legal Signing Officers identified below are required to sign a legal funding agreement with End Homelessness Winnipeg? | | | | | | |
| 1. **LEGAL SIGNING OFFICER(S):**   Please identify those organizational representatives authorized to sign a legal funding agreement with End Homelessness Winnipeg, as required by the organization’s statutes and by-laws: | | | | | | |
|  |  |  | | |  |  |
| **Signature** |  | **Signature** | | |  | **Signature** |
|  |  |  | | |  |  |
| **Name** (please print) |  | **Name** (please print) | | |  | **Name** (please print) |
|  |  |  | | |  |  |
| **Title** |  | **Title** | | |  | **Title** |

| **PART 2 – PROJECT INFORMATION** |
| --- |
| 1. Select eligible project activities that Reaching Home funding will be applied to: 2. **Intervention activities aimed at reducing the risk of individuals entering homelessness**   *(****Note:*** *Not intended for projects currently operating under a Housing First model as prevention services are included in their case management.)*  **Currently housed** individuals and families at imminent risk of homelessness to receive support included but not limited to advocacy, mediation, education and/or financial assistance to maintain their tenancy. In the event an eviction or loss of home cannot be avoided, the proponent will assist in rehousing people into more suitable and/or affordable locations. Project funding opportunities aligned with Reaching Home’s Prevention directive are listed below:   1. **Advocacy and mediation**  * Enhancing family and natural support, including helping families and extended families, to keep young people at home, and strengthening their attachment to school. * Negotiating between tenants and landlords to resolve rental disputes and preserve tenancies. * Supporting tenants through the Residential Tenancies Branch investigations and hearings. Legal advice, advocacy, and legal representation in order to avert eviction. * Assist with navigating and resolving rent related issues with Employment & Income Assistance.  1. **Tenant Rights and Responsibilities**  * Educating people of tenant and landlord rights and responsibilities. * Aid with system navigation related to tenant issues including but not limited to:   + Responding to eviction notices   + Recovery of damage deposit   + Rent increase notifications   + Requesting maintenance repairs to private suites   + Preparation for exterminators (pest infestation treatments) * Provide referrals to appropriate resources such as Manitoba rental bank, Money Management workshops, Income Tax services, etc.  1. **Financial Supports**  * Provide financial assistance in response to a temporary financial crisis (e.g., job loss, illness, family breakdown, etc.) and/or emergency situation (e.g., wildfires, floods, building fires, etc.) to keep a tenant housed. * Short-term financial assistance to help avert eviction or loss of housing. Can include assistance with rent, utility deposits or payments, or arrears (rental or utility). * Emergency assistance to help avert eviction (e.g., paying for groceries, clothing, transportation vouchers, diapers and formula, cleaning/repair of damage to a rental unit). * Moving expenses when rehousing is needed  1. **Financial Literacy**   Deliver or provide access to a financial literacy program that focuses on, but is not limited to, budgeting, financial management, credit counseling, and/or debt consolidation to people who are at risk of homelessness, especially youth and refugees, with the intention to improve financial stability and contribute to housing stability.   1. **Shelter Diversion**  * **Emergency shelter** staff redirect **unhoused** individuals from accessing shelter to stay in more permanent housing options (e.g., a neighbour, family, or friend) even if it is only for a few days. Provide follow-up support to help people secure permanent housing. * Assist with housing individuals discharged from public systems (e.g., hospital stay, corrections, and child welfare) who are at-risk of being discharged into homelessness. |
| 1. **PROJECT IDENTIFICATION** |
| 1. **Project Name**: |
| 1. **Planned Project Start Date** (YYYY-MMM-DD): |
| 1. **Planned Project End Date** (YYYY-MMM-DD): |
| 1. **Project Funding**: *(Note: The project must be completed on and all funds spent no later than March 31, 2028.)*   Total Project Cost:  Amount Requested from Reaching Home: |
| 1. **Project Description**   Provide a description of your project outlining how it intends to address the needs of people who are at imminent risk of experiencing homelessness. (maximum 500 words) |
| 1. **PROJECT POPULATIONS** (select the project’s targeted population) |
| 1. **Gender** (select all applicable):  Female  Male  Non-binary |
| 1. **Primary Population** (select all applicable):   No specific target population  People dealing with mental disabilities  People dealing with addictions  People who identify as 2SLGBTQ+  People with disabilities  Women fleeing domestic violence  Women and children fleeing domestic violence  Men fleeing domestic violence  Men and children fleeing domestic violence  Non-binary people fleeing domestic violence  People exiting children’s institution / group home / foster care  People exiting corrections facility  People exiting medical / mental health institution |
| 1. **Sub Population** (select all applicable):   People experiencing chronic homelessness  People living in encampments  Indigenous peoples  Visible Minorities  Immigrants  Refugees  Veterans  Families  Children (0-11)  Youth (12-24)  Adults (25-64)  Seniors (65+) |
| 1. **PROJECT OBJECTIVES, ACTIVITIES, OUTPUTS AND OUTCOMES** |
| 1. Identify the project’s expected outcomes and results which will be used to assess the project’s success and impacts. If you require additional space, please attach a separate Word document to your submission. |
| 1. **PROJECT OBJECTIVES**   Describe what this project aims to achieve within the funding period. It must be specific and measurable within the defined time frame (maximum 300 words). |
| 1. **PROJECT ACTIVITY**   Identify the activities and/or processes this project will use to implement and achieve the objectives identified above (maximum 300 words). |
| 1. **PROJECT OUTPUTS**   Identify the measurable variables to evaluate whether the project objectives were met (quantitative) (maximum 300 words). |
| 1. **PROJECT OUTCOMES**   Identify the impacts/benefits/changes of this project on the participants (qualitative) (maximum 300 words). |
| 1. Describe how your organization has the experience and expertise necessary to carry out the proposed project. If applicable, please include any previous working experience with End Homelessness Winnipeg – Reaching Home and the results of that project (maximum 500 words). |
| 1. Describe how your organization is working towards Truth and Reconciliation (maximum 500 words). |
| 1. **PROPOSED PROJECT BUDGET** |
| 1. Complete and submit the Reaching Home Proposed Budget form. Failure to include the form will result in your application being incomplete and will not be considered for funding. |

In completing this application, you acknowledge that End Homelessness Winnipeg may consult with other funders in the review of this application and may require confirmation of other sources of funding and partnerships as identified in the application above.

**PART 3 – DECLARATION**

Must be signed by as many persons as required by the organization’s statutes or by-laws.

* I declare that I am legally authorized to sign and submit this application on behalf of the organization named on Page 5.
* I declare that the information provided in this application and supporting documentation is true, accurate, and complete to the best of my knowledge.
* I declare that the organization is actively incorporated for the duration of this project.
* I understand that if the information described above is false or misleading, I or the organization may be required to repay some, or all of the funding received.
* I declare that the organization and any person lobbying on its behalf is in compliance with the *Lobbying Act, R.S.C., 1985, c. 44 (4th Supp.)* and that no commissions or contingency fees have or will be paid directly or indirectly to any person for negotiating or securing this request for funding.

**APPLICANT SIGNATURES**

|  |  |  |
| --- | --- | --- |
|  |  |  |
| **Signature** |  | **Signature** |
|  |  |  |
| **Name (please print)** |  | **Name (please print)** |
|  |  |  |
| **Position** |  | **Position** |
|  |  |  |
| **Date** |  | **Date** |

**APPLICANT SIGNATURES continued**

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| --- | --- | --- |
|  |  |  |
| **Signature** |  | **Signature** |
|  |  |  |
| **Name (please print)** |  | **Name (please print)** |
|  |  |  |
| **Position** |  | **Position** |
|  |  |  |
| **Date** |  | **Date** |