



ADMINISTRATIVE REPORT

Report Date: August 31, 2011
Contact: Brenda Prosen
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RTS No.: 09325
VanRIMS No.: 08-2000-20
Meeting Date: September 22, 2011

TO: Standing Committee on City Services and Budgets
FROM: Deputy General Manager of Community Services
SUBJECT: 2011 Homelessness Action Week (HAW) - Action Update and Grants

RECOMMENDATION

- A. THAT Council champion Vancouver's 2011 Homeless Action Week by supporting the actions and events outlined in this report.
- B. THAT Council approve an allocation of \$25,000 in grants to the following organizations to create awareness and engage citizens on solutions to homelessness through a variety of events and initiatives for the homeless during Homeless Action Week on October 10-16, 2011, and over the coming fall and winter months:
 - 1. Aboriginal Front Door Society: \$2,700
 - 2. Collingwood Neighbourhood House: \$2,250
 - 3. Frog Hollow Neighbourhood House: \$3,000
 - 4. Helping Spirit Lodge Society: \$2,700
 - 5. La Boussole Francophone Community Centre: \$3,000
 - 6. MPA Society: \$2,924
 - 7. Street Corner Media Foundation: \$2,726
 - 8. Vi Fineday Family Shelter Society: \$2,700
 - 9. Watari Youth, Community and Family Services: \$3,000

Source of funds to be the Street Homelessness Project, within the Community Services Group (Housing Policy) 2011 operating budget.

- C. THAT Council direct staff to report back on October 4th 2011 in order to proclaim HAW 2011 and to hear about further actions and events planned for HAW 2011.

GENERAL MANAGER'S COMMENTS

The General Manager RECOMMENDS approval of the foregoing.

COUNCIL POLICY

In July 2011 Council adopted the *Housing & Homelessness Strategy 2012-2021 and the 3 yr Action Plan 2012-2014*, as a framework to respond to Council's priorities for addressing street homelessness and increasing the variety of affordable housing options within the City. The provision of HAW grants is to engage and support partners and the community and is an outcome identified within the 3 year Action Plan 2012-2014.

In June 2005 Council adopted the *Homeless Action Plan* which identifies three priorities to address homelessness: improved access to income, more supportive housing and expanded mental health and addiction services. Homelessness has been a growing concern in Vancouver since the 1980's. The City has involved in reducing homelessness through a variety of measures including community grants, the development of supportive and social housing, relocation services for those who are homeless and involvement with regional homeless committee.

Approval of grant recommendations require eight affirmative votes.

SUMMARY & PURPOSE

The purpose of this report is to provide information on the positive and engaging events taking place in Vancouver's 2011 HAW (October 10th - 16th) and recommend approval of funding for a series of community supported due to take place during this fall and winter. The regional theme for the 2011 HAW is *Investing in What Works*. This positive theme is warranted by the fact that although homelessness has increase nearly three-fold in the last 10 years, it has stabilized in the last 2 years.

BACKGROUND

The H&H Strategy identifies priority actions for the City over the next ten years (2012-2021) and the Action Plan 2012-2014 identifies specific actions within the next three years. The Strategy focuses on three strategic directions:

1. Increase the supply of affordable housing
2. Encourage a housing mix across all neighbourhoods that enhances quality of life
3. Provide strong leadership and support partners to enhance housing stability

In support of *Strategic Direction 3: Provide strong leadership and support partners to enhance housing stability*, the 3-Year Action Plan 2012-2014 identifies a priority action to demonstrate leadership in research and innovation to create improved housing options to our diverse population. A proposed outcome includes the provision of HAW grants to engage and support partners and the community.

This year marks the sixth anniversary of HAW - a province-wide initiative that engages citizens and draws attention to the need to solve homelessness in their communities. Coordinated through the Greater Vancouver Regional Steering Committee on Homelessness (RSCH), the City has played an integral role in initiating and supporting HAW since its inception. *The positive theme for this year is "Investing in What Works", to build upon*

the success revealed by a decline of 1% in the overall regional homeless count since 2008 which was especially accented in Vancouver with a 6% decline since 2010.

HAW 2011 will have an even stronger impact this year as there are lots more events and activities planned in Vancouver with more to come. Staff will report back on Oct 6th 2011 to give Council an opportunity to proclaim HAW and to provide more information on those events still in the planning phase. A key aim of this year's HAW is to use HAW as a platform for year-round efforts to increase awareness in communities and neighbourhoods on how to address homelessness.

Building on the success of previous years, The City will be hosting two Homeless Connect events that serve as a one-stop shop for people who are homeless or at risk of homelessness to connect with service providers and gather information on employment, housing, and health while enjoying a festive atmosphere with food, music and other entertainment.

The City has recognized how important it is to support community involvement in HAW and has enabled community partnership activity through small grants. In 2009, the City provided \$9,300 to four community groups. In 2010, the City provided \$10,500 to five community groups. These funds contributed to uniting over a thousand people in a common goal to raise awareness and create solutions to the issues of homelessness in Vancouver. Staff are recommending an increase in grant funding to \$25,000 to ignite even more community passion to solve homelessness, reach out further than in previous years and engage an even greater number of participants.

DISCUSSION

Regional Homeless Count 2011:

Preliminary results from the Regional Homeless Count conducted in March 2011 indicate that homeless numbers decreased throughout the region by 1% since the previous regional count in 2008. It is the first time that overall homelessness has decreased regionally since it emerged as a serious problem in the early 1990s.

Since the last regional count in 2008 Vancouver has seen the most dramatic decline in the number of street homeless (COV unsheltered homeless) in the entire region, a reduction of 82%. In 2010, Vancouver first saw a decrease of nearly 50% in the number of street homeless from 811 to 421. The preliminary results of the 2011 count showed a further decrease of 66% from 421 to 145. This shows the increase in low-barrier shelter spaces (COV sheltered homeless) has been effective in addressing street homelessness (COV unsheltered homeless).

	2008	2010 (CoV only count)	2011	2010-2011 % change	2008-2011 % change
COV Sheltered	765	1,294	1,460	13%	91%
COV Unsheltered	811	421	145	-66%	-82%
COV Total	1,576	1,715	1,605	-6%	2%
Region Total	2,660	-	2,623	-	-1%

2011 HAW - Investing in What Works:

The positive theme of this year's HAW builds on the success to date in addressing street homelessness. There has been a concerted effort through a partnership between the Province and the City and other partners to reduce homelessness through a diversity of responses over the last few years. Some of the key drivers for success are highlighted below:

Partnerships - Success is the result of tremendous partnerships with the Province of BC, the many dedicated community groups, non-profit agencies we work with, the generosity of organizations like Streethome, the faith-based community and Vancouver Coastal Health. Through the strength of our partnerships, there are real improvements in the lives of homeless citizens with results in the declining numbers of homeless.

Holistic Shelter Strategy - HEAT and Winter Response shelters played a major role in addressing street homelessness. An increase in low-barrier shelter beds targeted to neighbourhoods where there were significant street homeless populations resulted in a number of street homeless moving into shelters and onto permanent housing. Further, a shift in shelter policy refocused the shelter system and focused on improvements such as 24/7 access, increased staffing, 3 meals per day, mental health and primary health care assessments/services and supports, and allowing people to stay until housing became available.

Renovating Single Room Occupancy Hotels - The Provincial purchase of 23 SROs provided over 1400 units of supported and social housing.

Targeted Outreach Programs - The Provincial Homeless Intervention Program (HIP) targets housing and wrap-around services to the chronically homeless.

New Supportive Housing - Between 2008 and the 2011 count, 225 new supportive housing units have been completed e.g. Lux, Doug Storey Apartments, Kindred Place, and the first completion of one of the BCH/COV 14 sites at Station Street. Since the 2011 Homeless Count, an additional three of the BCH/COV 14 sites have been opened, Sorella, Coast Pacific Apartments and Karis Place housing a further 310 people.

Increased Housing Options and Best Practices Research - At Home/Chez Soi is a research demonstration project investigating mental health and homelessness in five Canadian cities including Vancouver. The project will provide evidence about what services and systems could best help people who are living with a mental illness and are homeless. The project has housed 290 people who were homeless or at-risk of homelessness with severe and persistent mental illness.

2011 HAW - Vancouver's Events & Actions

HAW 2011 is a timely opportunity to build on the hope that ending street homelessness in Vancouver by 2015, is possible. Building on the success and momentum of the 2011 regional homeless count, HAW stands to strengthen the relationships with the citizens of Vancouver, community groups, service providers and all governments. HAW 2011 provides a platform to galvanize communities and create new partnerships that can work towards the common goal of ending homelessness in Vancouver.

To celebrate HAW 2011 and under the positive theme of *Investing in What Works*, The City will be involved in a number of different events and action, as well as providing grants to several non-profit / community groups, during the week of HAW and throughout this fall and winter.

1. 2011 Homeless Connect

The goal of Homeless Connect is to connect people who are homeless or at risk of homelessness with various government and non-profit service providers in housing, health, employment and other services. Last year's Vancouver Connect event saw over 650 participants receive haircuts, bike repairs, food and connect with 60 service providers. This year Vancouver's Homeless Connect events will be a festival of food and entertainment with a lively assortment of healthy and sustainable food options and art demonstrations.

Those involved in the 2011 Homeless Connect events look forward to creating a friendly and festive atmosphere and the events will be held in inviting spaces where people can comfortably gather and connect with others, whether it be with neighbours or service providers. Central to this year's events is healthy food, as we acknowledge that good food is "something that works" and can greatly enhance homeless people's health and well-being. Adding to the food festivities will be a culinary challenge among the caterers, and guests will be asked to sample and vote on their favourite cuisine.

Live music will add entertainment and guests can choose from a variety of valuable and fun activities such as pet advice or hula hooping lessons. There will be various art exhibits showcasing carvings and/or paintings and local Artists will be on hand to demonstrate their creative talents and inspire us all. Building on the success of previous years, the City will be hosting two Homeless Connect events:

1. Gathering Place Connect on Wednesday, Oct. 12th at 11am-2pm (609 Helmcken St)
2. Vancouver Connect on Friday, October 14th at 11am-4pm (151 W. Cordova)

2. Inter-faith Alliance - Shared Learning on Homelessness Action

The Inter-faith Alliance will bring together its members to share learning and best practices on work with Vancouver's Homeless.

3. Launch of SRO & Methadone Task Forces

The City will launch the work of the SRO and Methadone Task Forces, engaging with communities and partners to highlight the importance of safe and secure housing and quality health services.

4. Storytelling Workshops

New this year, leading up to HAW 2011, will be Storytelling Workshops available for staff, volunteers, and service providers who will be at the Homeless Connect events. These workshops are designed to train individuals how to promote HAW 2011 through storytelling in order to reach the hearts and minds of audiences and to build community resilience. This free workshop is being offered in 3 locations: Surrey, Burnaby and Vancouver. In Vancouver it will be held at Creekside Community Centre on Tuesday, Sept 27th from 9am-11:30am.

5. Community Action on Homelessness - Partnership with our Neighbourhood Houses

The City will invite neighbourhood houses together to talk, learn and share their experiences and tools of how to help the homelessness in their communities.

6. 2011 HAW Grants

The goals for 2011 HAW Grants include:

1. Support innovative solutions and new approaches to local homelessness
2. Build the capacity of neighbourhoods to raise awareness and respond to issues of homelessness
3. Build healthy, safe and inclusive communities
4. Support existing and create new partnerships

These four goals are aligned with the priority actions of *Housing & Homelessness Strategy 2012-2021 Strategic Direction 3: Provide strong leadership and support partners to enhance housing stability*. The priority actions speak to research and innovation, improvements in health and safety, and partnering opportunities for prevention and elimination of homelessness. Community groups are important partners in helping to achieving these desired outcomes. The provision of HAW grants enables the City to develop new relationships with non-profit community groups and nurture existing ones.

To this end, there was a formal call for proposals to host events or projects in and around the week of HAW 2011, that supported the spirit of HAW. This year the total available funds is \$25,000 from which a group may receive a maximum of \$3,000. This is the largest amount of funds allocated to HAW grants since the City began allocating HAW grants in 2009. Grant applications were available online from July 19th until August 12th. Non-profit community groups were invited to make an application that supported the four 2011 HAW grant goals listed above (see Appendix A). It should be noted that staff are working towards rolling future HAW grants into the Social Policy granting process to ensure better coordination with other granting programs, leveraging and streamlining the process for applicants.

The Department of Social Development received a total of 10 grant applications and recommends approval for 9. With grant funds limited to \$25,000, this meant that not every application received the amount that was originally sought and that one application that did not meet the goals of the grants as closely as the others, is not recommended for approval.

The following table summarizes the applications received and the recommended level of support for each. Project ideas included several sets of workshops on cultural awareness, mental health and empowerment, art exhibits, lunch and learns for potential landlords, school outreach and many avenues for partnership building.

7. Additional HAW Events

Staff will report back on Oct 4th to Council enabling Council to proclaim HAW 2011 and to provide a further update about important actions and events planned for HAW.

2011 Proposed HAW Community Grants					
Event	Agency	Date	2011 Recommend	2011 Request	2010 Grant
<p>Cultural Awareness Workshops: Day-long workshops during HAW (Tues-Fri) that will include cultural teachings by elders and coordinators discussing issues of homelessness and resource info, lifeskills training, healing circle & smudge ceremony.</p> <p><i>Investing in What Works: Partnerships, Targeted Outreach</i></p>	Aboriginal Front Door Society	HAW 2011	\$2,700	\$3,000	-
<p>Collingwood Community Outreach for Homelessness: A dinner for 100 people to generate ideas for next steps for the H&H Strategy in Renfrew-Collingwood. To build partnerships and programs that can assist in the development of additional and complementary initiatives.</p> <p><i>Investing in What Works: Partnerships, Increase Housing Options and Best Practices Research</i></p>	Collingwood NH	HAW 2011	\$2,250	\$2,250	\$4,000
<p>Creative Solutions to Homelessness: Art exhibition by youth's who are/were homeless or at-risk to demonstrate solutions to homelessness. Exhibit will be showcased during HAW, during Eastside Culture Crawl, and on a web gallery.</p> <p><i>Investing in What Works: Partnerships</i></p>	Frog Hollow NH	HAW 2011 & November	\$3,000	\$3,000	-
<p>Reclaiming our Spirit - Women in Transition: Workshops for shelter clients to educate support and empower women to embrace the new lives they are beginning. Workshops on wellness/self-care, parenting, housing, employment, spirituality and healing.</p> <p><i>Investing in What Works: Partnerships, Targeted Outreach, Historic Shelter Strategy</i></p>	Helping Spirit Lodge	HAW 2011	\$2,700	\$3,000	-

<p>Building Bridges: Provide at least 10 presentations and brochures to French immersion schools with facts & info about the realities of homelessness in Vancouver and challenges the homeless face. Also, invite children and youth to help prepare, serve and share a meal for La Boussole clients at La Boussole.</p> <p><i>Investing in What Works: Partnerships, Targeted Outreach</i></p>	La Boussole	HAW 2011	\$3,000	\$3,000	-
<p>Partnering with Landlords to House Homeless: Registration & display boards for BC Apartment Owners & Managing Association tradeshow in late October. Host an education session over a "Lunch & Learn" for 25 potential landlords about benefits of involvement in MPA's rent subsidy portfolio.</p> <p><i>Investing in What Works: Partnerships, Increase Housing Options and Best Practices Research</i></p>	MPA Society	HAW 2011	\$2,924	\$2,924	-
<p>Megaphone Vendor Blog Project: Hold series of workshops for vendors to offer them an online medium to tell their stories and teach how to post stories, pictures, video and audio files on Megaphone website. Used laptops computers will be stationed at Megaphone offices for vendor uses.</p> <p><i>Investing in What Works: Partnerships</i></p>	Street Corner Media Foundation (publisher of Megaphone)	Nov 2011 - May 2012	\$2,726	\$3,000	-
<p>Lets Stay Strong: A series of workshops/information sessions to boost self esteem and mental wellness. Workshops are intended to prepare clients to respond in positive ways when faced with new challenges and prevent a new crisis when leaving shelter.</p> <p><i>Investing in What Works: Partnerships, Targeted Outreach</i></p>	Vi Fineday Family Shelter Society	HAW 2011	\$2,700	\$3,000	-
<p>Under One Umbrella Connect: Homeless Connect event in Grandview Woodlands to connect people who are homeless or at-risk with service providers, meals, food and entertainment.</p> <p><i>Investing in What Works: Partnerships, Targeted Outreach</i></p>	Watari Youth, Family and Community Services	March 2012	\$3,000	\$3,000	\$2,000

<p>Creating a National Housing Plan: A one-day planning forum to highlight the cost of homelessness because of lack of federal funding and to develop a list of community based action priorities to be distributed during HAW. A 7-day public education event at Jack Poole Plaza during HAW to garner media attention through visual illustration of the number homeless and number of housing units not built by the federal government by inviting those homeless or at-risk to place a 1" pebble in the plaza. In addition, a giant puppet head of Stephen Harper to attend HAW events to raise awareness of the lack of federal housing plan. <i>Not recommended for funds</i></p>	<p>Portland Hotel Society</p>	<p>HAW 2011</p>	<p>0</p>	<p>\$2,990</p>	<p>-</p>
<p style="text-align: right;">TOTAL</p>			<p>\$25,000</p>	<p>\$29,164</p>	<p></p>

FINANCIAL IMPLICATIONS

The projects identified in the Recommendation, amount to \$25,000, will be provided by funds from the Street Homelessness Project, within the 2011 Community Services Group (Housing Policy) operating budget.

In addition, the costs for the Homeless Connect events will amount to \$15,000 and come from the Homeless Action Plan budget.

SOCIAL IMPLICATIONS

Homelessness has serious negative social implications. It involves severe human suffering and represents a waste of human potential. Homelessness is expensive for our health and social service system, focusing limited resources in a reactive way that could otherwise be targeted for more proactive social objectives. Homelessness impacts Vancouver neighbourhoods, and negatively impacts the quality of life of all Vancouver citizens.

The newly adopted Housing & Homelessness Strategy 2012-2021 identifies the need to lead and support our partners and leverage other partnering opportunities. HAW 2011 is a positive platform to connect with new partners and support partners to create new solutions to homelessness at a community level. HAW spans not only the City of Vancouver but the Province and promotes healthy and inclusive neighbourhoods by engaging all residents to raise awareness about homelessness issues amongst those in their community. This report highlights ways in which the City can support its communities and neighbourhoods to get involved in implementing solutions to homelessness across Vancouver.

COMMUNICATIONS PLAN

Housing Policy staff are working with Corporate Communications to draft a comprehensive Communications Plan for Haw 2011, including a social media strategy.

CONCLUSION

This report provides information on Vancouver's events during HAW 2011 (October 10th - 16th) and recommends approval for \$25,000 in 2011 HAW Grants to assist community groups and non-profits to undertake actions during this fall and winter.

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CITY OF VANCOUVER
Social Development Department

Deadline: Friday, August 12, 2011

October 10 -16, 2011: HAW (HAW) Grants

PROGRAM ELIGIBILITY CRITERIA

HAW (HAW) is a province-wide campaign aimed at raising awareness and building community capacity and partnerships for local solutions to homelessness. HAW Grants are intended to support community groups that want to host an event or to do a project that keeps within the spirit of HAW. Events that occur outside of the week of HAW will be considered, however the preference is for the event or project to occur during HAW. For more information on HAW please visit <http://stophomelessness.ca/>.

The goals of the HAW Grants Program are to:

- a) Create innovative solutions to local homelessness and support new approaches and opportunities that prevent or eliminate homelessness.
- b) Build the capacity of neighbourhoods to raise awareness and respond to issues of homelessness.
- c) Build healthy, safe and inclusive communities in neighbourhoods across the city.
- d) Support existing and create new partnerships and leverage opportunities to address homelessness and affordable housing needs.

Eligibility Criteria

Target Population: Projects/programs should be designed to benefit people who are homeless or at risk of homelessness within local neighbourhoods.

Applicants:

- Must be a registered non-profit society based in the City of Vancouver.
- Must have a proven track record for delivering projects, services and/or hosting events.

Partnerships:

- Priority will be given to proposals that demonstrate a strong level of partnership with a range of key local stakeholders. This might include but not be limited to neighbourhood groups, BIAs and other local non-profit societies.
- Priority will be given to proposals that leverage funding from other sources.

Previous HAW Grant Recipients: Applicants that have received HAW grants in the past are eligible to apply. All applications will be assessed using the same criteria and considerations.

Evaluation Criteria

Proposals will be evaluated using the following criteria. They must:

- Demonstrate a need or opportunity to benefit people who are homeless or at risk of homelessness;
- Be proposed by a registered non-profit society that has demonstrated functional capacity, good governance and responsible financial management. Also, the proposal must provide evidence that there are sufficient resources to deliver the proposed project/program to which the City is being asked to contribute;
- Provide a clear outline of intended target group; and
- Provide information on key deliverables, including activities, intended outcomes and an evaluation of project/program success.

Grant Terms

Timelines and Grant Term: Completed application forms must be submitted by **Friday, August 12, 2011, 4:30pm**. City funding must be spent within one year of City Council's approval.

Approvals and Dissemination of Funding: Grant applications will be reviewed by a staff team from the Social Development Department. Following the review process, recommendations will be made by staff to City Council as all grants will require Council approval. Applicants will be notified of the staff recommendations together with notice of the City Council meeting date at which the grants will be considered. There is no appeal process in place for this grant stream.

Upon Council approval, project details and deliverables will be finalized by staff and the successful applicant in a signed letter of understanding. Funds will be disbursed according to City policy and standards. Upon signing of the letter of understanding, applicants generally receive the first disbursement of funds within 30 days.

Accountability and Expectation of Completion

Grants are approved in good faith that a project will be completed to achieve its objectives in a timely and comprehensive manner. If the deliverables outlined in the letter of understanding are not satisfactorily achieved, the City of Vancouver may seek a repayment of funds disbursed.

Maximum Individual Grant Amount: \$3,000

How to Apply

Application forms are available electronically from the Social Development Department (email: housing.policy@vancouver.ca) or on the City's web site at www.vancouver.ca/commsvcs/socialplanning/grants/index.htm . The application form is in Word format.

CHECKLIST FOR APPLICANTS:

1. Applications must be received by the Social Development Department by 4:30 p.m. on Friday, August 12, 2011. Late applications will not be accepted.
2. If sending electronically please send to housing.policy@vancouver.ca
3. If sending hard copies please send two copies to:

City of Vancouver
Social Development Department
Suite 501
111 West Hastings Street
Vancouver BC V6B 1H4
4. The application package must be complete, with responses to each question and all relevant information attached (e.g. application form and budget). Applications that do not have a response to each question will not be considered.

For more information please contact Social Development Department, Housing Policy Division at (604) 673-8285.

APPLICATION DEADLINE IS
FRIDAY, AUGUST 12, 2011 AT 4:30 P.M.



CITY OF VANCOUVER
Social Development Department

Deadline: Friday, August 12, 2011

October 10-16, 2011: HAW (HAW) Grants

APPLICATION FORM

TO BE CONSIDERED APPLICATIONS MUST:

- Be received by Social Development Department by the deadline of 4:30 p.m. on Friday, August 12, 2011. Late applications will not be accepted;
- Be submitted electronically with signatures or two signed hard copies; and
- Be complete, with required attached material and with responses to each question. Applications that do not have a response to each question will not be considered.

The text boxes in this application form are expandable to allow for complete responses. Please limit complete applications to a total of 10 pages or less + the required attachments.

A. IDENTIFICATION OF APPLICANT

1. _____
Name of society applying for grant (as filed with Registrar of Societies)
2. _____
Contact Person and Title Telephone Fax
3. _____
Mailing Address E-mail Address

4. CITY OF VANCOUVER HAW GRANT REQUEST: \$
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B. ORGANIZATION INFORMATION

5. Has your organization received funding from an HAW grant in the past? If yes, please indicate the year and the name of the program/project funded.

6. Provide a brief history and description of your organization.

C. PROJECT/PROGRAM INFORMATION

7. _____
Project/program Title

8. Describe the specific geographic area that will be served by this project/program.

9. Describe the proposed project/program, its purpose and how it will be implemented.

10. Describe the population group that this project/program is intended to serve (example: Urban Aboriginals, youth, seniors, low income residents, local businesses, the whole community, people who are homeless or at risk of homelessness, etc.).

11. Describe how you have worked or will work with the community and other organizations in the planning and development of this project/program and how these or other partners will be involved in the delivery of the project/program and its evaluation.

12. Briefly describe the timelines of the proposed activities.

D. FINANCIAL INFORMATION

13. Project/Program Budget Detail

Please attach a budget with a breakdown outlining detailed revenues (including in-kind) and detailed expenses.

SIGNATURES

We certify that, to the best of our knowledge, the information provided in this Civic Grant request is accurate and complete and is endorsed by the organization which we represent. We also certify that our organization meets the basic eligibility criteria below.

Eligibility:

Applicants must be a registered non-profit society which is based in the City of Vancouver. Applicants must have good record for delivering services and/or hosting events. Applicants must demonstrate functional capacity, good governance, and responsible financial management. Applicants must demonstrate there are sufficient resources to deliver the program/project to which the City is being asked to contribute.

The organization must extend its services to the general public in the City of Vancouver, and may not exclude anyone by reason of religion, ethnicity, gender, age, sexual orientation, language, disability or income.

If our organization receives a HAW Grant, we agree to the conditions set out below and to any other conditions approved by City Council. We understand that this application and supporting materials are public documents and that any member of the public may have access to all or part of them.

Signature of one signing officer of the Board of Directors (NOT STAFF)

Signature	Title	Date (YYYY-MM-DD)
<hr/>		

Name (printed)

CONDITIONS

1. That in the event that the funds are not used for the project/program as described in the application, or if there are misrepresentations in the application, the full amount of the financial assistance will be payable forthwith to the City.
2. That if there are any changes in the funding of the project/program as presented in this application, the City's will be notified of such changes. That if the project/program proposed in this application is not commenced or is not completed and City funds remain on hand, or if the project/program is completed without requiring the full use of the City funds, such City funds will be returned to the City through the Social Development Department.

3. The project/program must be completed within one year of receiving the grant from the City of Vancouver.
4. As will be outlined in the Letter of Understanding for successful applicants, a final report including the actual budget spent will be submitted to the City's Social Development Department within two months of completion of the project/program. Not submitting an evaluation report for HAW Grants may influence future City funding for the Organization.
5. That the Organization will make available for inspection by the City or its auditors all records and books of accounts of the Organization upon request of the City.
6. That the project/program not be represented as a City project/program and that the Organization not have the authority to hold itself out as an agency of the City in any way, the only relationship being that the City has approved and granted financial assistance to the Organization.

**APPLICATION DEADLINE IS
FRIDAY, AUGUST 12, 2011 AT 4:30 P.M.**

Please return two signed hard copies of the application form to:
City of Vancouver
Social Development Department
501-111 West Hastings Street
Vancouver, B.C. V6B 1H4

OR

Please send a signed electronic copy to:
housing.policy@vancouver.ca