

**Ministry of Housing**

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**Ministère du Logement**

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December 22, 2016

Mr. Fern Dominelli  
Chief Administrative Officer  
Manitoulin-Sudbury District Services Board  
210 Mead Boulevard  
Espanola ON P5E 1R9

Dear Mr. Dominelli:

**Re: Notice to update the Community Homelessness Prevention Initiative (CHPI) Program Guidelines**

The CHPI Program Guidelines provide a framework for the CHPI and are designed to assist Service Managers with the delivery of the program in their local communities. The first Program Guidelines came into effect in 2013 when the program was initially implemented. Since then, there have been several changes. These changes are reflected in the updated CHPI Program Guidelines and are listed below:

1. The Provincial Context section has been updated to reflect recommendations made from the Poverty Reduction Strategy, Expert Advisory Panel on Homelessness, Long-Term Affordable Housing Strategy Update, and Policy Statement: Service Manager Housing and Homelessness. A section on Indigenous Engagement has also been included in the Guidelines.
2. The Program Objectives have been updated to include the evolving nature of the provincial context, while maintaining the original intent of the program.
3. A revised Funding Model and Service Manager allocations section has been added to explain the funding model and reflect the new investments into the CHPI.
4. Two additional sections have been added to the Guidelines: Risk Management and Service Manager Capacity Assessment and Development. These sections have been included to assist in planning for the CHPI and achieving the program outcomes.
5. Information on homeless enumeration has been included in the guidelines.

6. The Housing with Related Supports Standard, Performance Indicators Guide and Business Cases for Housing Allowances and Minor Home Repairs have also been added to the Guidelines.

The updated CHPI Program Guidelines will come into effect on April 1, 2017 and replace the first Program Guidelines released in 2012. The CHPI Program Guidelines form part of the Service Manager Service Agreement. Once the updated Program Guidelines have been finalized, Service Managers will be required to sign a sign-back letter acknowledging the changes in CHPI.

The ministry is providing Service Managers with a draft of the updated Program Guidelines to identify any potential gaps or areas that may need further clarification before they are finalized. Please provide the ministry with your comments to [Vicky.Rajput@ontario.ca](mailto:Vicky.Rajput@ontario.ca) by Friday, January 13, 2017.

Sincerely,



Janet Hope  
Assistant Deputy Minister  
Housing Division

Attachment: Draft updated CHPI Program Guidelines

- c. Cindy Couillard, Team Lead, Regional Housing Services, Northeast  
Brent Whitty, Manager, Housing Programs Branch