

**Ministry of  
Housing**

**Ministère du  
Logement**

Assistant Deputy Minister's Office  
Housing Division  
777 Bay St 14th Floor  
Toronto ON M5G 2E5  
Telephone: (416) 585-6277  
Fax: (416) 585-6800

Bureau du sous-ministre adjoint  
Division du Logement  
777, rue Bay 14<sup>e</sup> étage  
Toronto ON M5G 2E5  
Téléphone: (416) 585-6277  
Télécopieur: (416) 585-6800



January 27, 2017

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

Dear Mr. Dominelli:

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

The attached updated 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 were released in 2012. Since then, there have been several changes that have impacted the program. These changes are reflected in the updated CHPI Program Guidelines. The updated guidelines come into effect on April 1, 2017 and replace the first guidelines released in 2012.

A draft of the program guidelines was sent out to Service Managers for comment in December. The attached guidelines reflect the comments and feedback received from Service Managers.

As the CHPI Program Guidelines form part of the Service Manager Service Agreement, Service Managers are required to sign a sign-back letter acknowledging the changes in CHPI.

Three copies of the sign-back letter will be sent out by courier. Please retain one original signed copy for your records and return two original copies to the ministry no later than **Wednesday, March 1 2017** in order to process the 2017-18 first quarter payment.

We are pleased to have this opportunity to work with you to end and prevent homelessness in your service area

Sincerely,



Janet Hope  
Assistant Deputy Minister  
Housing Division

Attachment: Updated CHPI Program Guidelines  
Notice of amendment sign-back letter

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