

Ministry of

Municipal Affairs
and Housing

Housing Programs Branch

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Ministère des

Affaires municipales
et du Logement

Direction des programmes de logement

777, rue Bay, 14e étage
Toronto ON M7A 2J3
Courriel électronique: Jim.E.Adams@ontario.ca



May 7, 2021

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

Dear Mr. Dominelli:

**Re: 2021-22 Investment Plan Approval for the Community Homelessness
Prevention Initiative**

Thank you for submitting the 2021-22 fiscal year CHPI Investment Plan for Manitoulin-Sudbury District Services Board.

The Ministry has completed its review of the Investment Plan and I am pleased to confirm approval of the plan in accordance with a total planning allocation of \$766,183.00 for the 2021-22 fiscal year.

Reporting Requirements

Service Managers are required to report back on their Investment Plans three times throughout the fiscal year:

- CHPI Mid-Year Report – due November 1, 2021
- CHPI Quarter 3 Report – due January 31, 2022
- CHPI Year-End Report – due May 31, 2022

Reports are to include the Service Manager's progress against their annual planning allocation and any changes to their projected use of CHPI funding under the selected service categories.

Please note that the CHPI Year-End report also includes the Year-End Performance Indicator Report and the French Language Services (FLS) Report. Only Service Managers designated under the *French Languages Services Act* are required to complete the FLS report.

Service Managers are required to submit all CHPI reports through the Ministry's Transfer Payment Ontario (TPON) system.

The Ministry will review Service Managers' Mid-Year and Quarter 3 Reports to determine if there is likely to be unspent funds in a Service Manager area. Service Managers are asked to explain variances in forecasted and actual expenditures. The Ministry reserves the right to re-allocate any unspent funds where a Service Manager may not be able to fully use their allocation within a fiscal year.

New for 2021-22 – Risk Management and Capacity Assessments

Beginning 2021-22, Service Managers will be required to submit Risk Management and Capacity Assessments for CHPI. There is no specific format for these assessments.

Service Managers that have already developed Risk Management and Capacity Assessments can proceed to attach them into TPON. Service Managers that have not yet developed these assessments are required to undertake this work and submit them as part of their Mid-Year Report, which is due November 1, 2021. Service Managers that require support to develop these Risk Management and Capacity Assessments are encouraged to contact their MSO Housing Team Leads/Housing Programs Account Manager.

If you have any questions or require additional information, please contact your respective MSO Housing Team Lead/Housing Programs Account Manager. Once again, thank you for your participation in the CHPI. We look forward to continuing to work with you throughout the implementation of the program.

Sincerely,

A handwritten signature in black ink that reads "Jim Adams". The signature is written in a cursive style with a large initial "J" and "A".

Jim Adams
Director, Housing Programs Branch

c: Liana Bacon, MSO Team Lead, Northeastern Region
Cindy Couillard, MSO Team Lead, Northeastern Region