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| <b>Subject:</b> Homelessness Supports – Service Delivery Policy |                                  |
| <b>Branch:</b> Executive Management                             |                                  |
| <b>Department:</b> Public                                       | <b>Policy Reference:</b> 5040-00 |

### Purpose

The purpose of this policy is to establish a service delivery framework for the homelessness supports service, established by the adoption of Bylaw No. 389 being “Comox Valley Homelessness Supports Service Establishment Bylaw No. 389, 2015”. The purpose of the service is to provide funds to one or more local non-governmental organizations based on a board approved five-year action plan to address homelessness in the Comox Valley.

### Scope

This policy provides the framework for delivering the homelessness supports service. The policy identifies the role of the Comox Valley Regional District (CVRD) board, staff, external agencies and the Comox Valley coalition to end homelessness.

### Guiding Principle

This service delivery policy framework:

1. Provides for open, transparent governance;
2. Maximizes efforts to end homelessness by utilizing on-the-ground, community-based expertise to prioritize housing and homelessness needs in the Comox Valley;

### Policy Statement

1. Annually, the coalition will work with local non-governmental organizations to develop a five-year action plan to address homelessness in the Comox Valley. The plan will include performance measurements.
2. Annually, the CVRD board may approve the current-year funding request as established in the five-year action plan.
3. The coalition may identify a need within its action plan to set aside funds for a future activity and the board may assign funds to a reserve account.
4. The CVRD board may provide input to the coalition on strategic goals that the board identifies as important elements for addressing homelessness.
5. The recipient organizations will report at least annually to the coalition and the CVRD board on the outcome of the actions funded by the homelessness supports service.
6. Should the Comox Valley coalition to end homelessness disband or otherwise cease to operate or exist, the CVRD board:
  - a) may direct funding on its own accord and
  - b) will seek a community-based organization or group of organizations to continue developing a five-year action plan to address homelessness in the Comox Valley
  - c) update this policy to reflect the transition from the coalition to a new coordinating body.

**Approval History**

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| Policy adopted: | September 29, 2015 |
| Policy amended: |                    |