

## APPENDIX 3: CHECKLIST FOR CONTENT IN HOUSING & HOMELESSNESS PLANS

Checklist with completed section/page references to be included with Service Manager's written report on results of the review.

Topic	Item #	Item <sup>7</sup>	Section/ page reference: <sup>8</sup>
<b>I. Assessment</b>			
<i>Assessment of Current and Future Housing Needs</i>			
	1a	Assessment of current housing needs within the service manager's area	2.0 (p.6-14)
	1b	Include evidence of existing local housing needs (for example, quantitative data from Statistics Canada or CMHC)	2.0 (p.6-14)
	1c	Assessment of future housing needs within the service manager's service area	2.0 (p.6-14)
	1d	Include evidence to inform future local housing needs	2.0 (p.6-14)
<b>II. Objectives, Targets and Achievement</b>			
<i>Accountability and outcomes</i>			
	2a	Demonstrate a system of coordinated housing and homelessness services that assist households to improve their housing stability and prevent homelessness	5.3 (p.26,29,31) 5.4 (p.34)
	2b	Include strategies to promote client-centred, coordinated access to housing and homelessness prevention services	5.4 (p.34)
	2c	Be developed with public consultation and engagement with diverse local communities, including those with lived experience of homelessness	3.0 (p.18)
	2d	Be coordinated and integrated with all municipalities in the service area	5.3 (p.31)
	2e	Include local housing policies and short and long-term housing targets	4.0 (p.19)
	2f	Include strategies to measure and report publicly on progress under the plan.	5.7 (p.39)
	2g	Identify clear goals and objectives	5.7 (p.39)

<sup>7</sup> Checklist items are derived from the "Policy Statement: Service Managers Housing and Homelessness Plans" and requirements regarding the Plans from the *Housing Services Act, 2011*

<sup>8</sup> Reference the section (and page numbers) where each item is discussed in the Housing and Homelessness Plan

Topic	Item #	Item <sup>7</sup>	Section/ page reference: <sup>8</sup>
	2h	Identify outcomes and outcome measures	5.7 (p.39)
	2i	Summarize achievement to date	5.7 (p.39)
<b>III. Planning</b> (Description of the measures <sup>9</sup> proposed to meet the objectives and targets)			
<i>Ending homelessness</i>			
	3a	Be informed by the results of local homelessness enumeration	5.6 (p.37)
	3b	Include a strategy to prevent and reduce homelessness, incorporating innovative approaches and a Housing First philosophy	5.3 (p.26-31)
	3c	Include strategies to reduce and prevent the number of people experiencing chronic homelessness and homelessness among youth and Indigenous peoples, as appropriate to the local context	5.3 (p.28)
	3d	Address collaboration with community partners and provincial ministries to reduce and prevent homelessness amongst those transitioning from provincially funded institutions and service systems, as appropriate to the local context	5.3 (p.39)
	3e	Identify clear goals and objectives	5.3 (p.26-31)
	3f	Identify outcomes and outcome measures	5.3 (p.26-31)
	3g	Summarize achievement to date	5.3 (p.26-31)
<i>Indigenous Peoples</i>			
	4a	Include a strategy for engagement with Indigenous organizations and communities – including First Nation, Métis, Inuit organizations and communities, where present in the service area	5.6 (p.37, 38)
	4b	Demonstrate a commitment to coordination and collaboration with Indigenous housing providers and service providers to support access to culturally appropriate housing and homelessness services for Indigenous peoples	5.3 (p.26, 31) 5.6 (p.37, 38)
	4c	Identify clear goals and objectives	5.6 (p.38)
	4d	Identify outcomes and outcome measures	5.6 (p.38)
	4e	Summarize achievement to date	5.6 (p.38)
<i>Coordination with other community services</i>			

<sup>9</sup> “Measures” refers to activities, actions and initiatives that are proposed to meet the objectives and targets.

Topic	Item #	Item <sup>7</sup>	Section/ page reference: <sup>8</sup>
	5a	Demonstrate a commitment to working with partners across service systems to improve coordination and client access to housing, homelessness prevention services and other human services	5.3 (p.26-31); 5.4 (p.32-33) 5.5 (p.36), 5.6 (p.37-38)
	5b	Demonstrate progress in moving toward integrated human services planning and delivery	5.4 (p.34)
	5c	Address collaboration, where possible, with Local Health Integration Networks (LHINs), to coordinate Service Manager social and affordable housing and homelessness services with LHIN-funded services	5.3 (p.28), 5.4 (p.33) 5.5 (p.36)
	5d	Identify clear goals and objectives	5d, e, f:
	5e	Identify outcomes and outcome measures	5.3 (p.26-31); 5.4 (p.32-33)
	5f	Summarize achievement to date	5.5 (p.36), 5.6 (p.37-38)
<i>A broad range of community needs</i>			
	6a	Include a strategy to address accessible housing and homelessness services for people with disabilities, as well as those who have mental health needs and/or addictions	5.1 (p.22), 5.3(p.26,29) 5.4 (p.32,33)
	6b	Include a strategy to address the housing needs for survivors of domestic violence, in coordination with other community-based services and supports	5.4 (p.32,33)
	6c	Address the needs of different demographic groups within their community. This could include: seniors, Indigenous peoples, people with developmental disabilities, children and youth, LGBTQ youth, women, immigrants and refugees, persons released from custody or under community supervision, youth transitioning from the child welfare system and Franco-Ontarians	5.1-5.6 (p.21-38)
	6d	Demonstrate a commitment to service delivery that is based on inclusive and culturally appropriate responses to the broad range of community need	5.4 (p.34), 5.3 (p.31) 5.3 (p.38)
	6e	Identify clear goals and objectives	5.1-5.6 (p.21-38)
	6f	Identify outcomes and outcome measures	5.1-5.6 (p.21-38)
	6g	Summarize achievement to date	5.1-5.6 (p.21-38)
<i>Non-profit housing corporations and non-profit co-operatives</i>			
	7a	Include strategies to engage non-profit housing corporations and co-operatives in current and future planning	5.1 (p.21), 5.5 (p.35-36)
	7b	Include strategies to support non-profit housing corporations and co-operatives in the delivery of affordable housing	5.5 (p.35-36)
	7c	Include strategies to support capacity building and sustainability in the non-profit housing sector	5.1 (p.21), 5.5 (p.35-36)
	7d	Identify clear goals and objectives	5.1 (p.21), 5.5 (p.35-36)

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	7e	Identify outcomes and outcome measures	5.1 (p.21), 5.5 (p.35-36)
	7f	Summarize achievement to date	5.1 (p.21), 5.5 (p.35)
<i>The private market</i>			
	8a	Identify an active role for the private sector in providing a mix and range of housing, including affordable rental and ownership housing, to meet local needs	5.1 (p.22-23), 5.3 (p.30) 5.4 (p.34), 5.5 (p.35-36)
	8b	Identify and encourage actions for municipalities and planning boards, where applicable, to support the role of the private sector, including the use of available land use planning and financial tools	5.1 (p.23) 5.5 (p.35-36)
	8c	Reflect a coordinated approach with Ontario's land use planning framework, including the Provincial Policy Statement and where applicable, the Growth Plan for the Greater Golden Horseshoe	5.1 (p.23) 5.5 (p.35-36)
	8d	Align with housing strategies required by the Growth Plan for the Greater Golden Horseshoe, where applicable	n/a
	8e	Identify clear goals and objectives	8e, f, g:
	8f	Identify outcomes and outcome measures	5.1 (p.22-23), 5.3 (p.30)
	8g	Summarize achievement to date	5.4 (p.34), 5.5 (p.35-36)
<i>Climate change and environmental sustainability</i>			
	9a	Demonstrate a commitment to improve the energy efficiency of social and affordable housing stock. This can include support for energy conservation and energy efficiency, tenant engagement, and locating affordable housing near transportation. It can also include innovative investment decisions such as the installation of renewable energy and low carbon technologies	5.1 (p.21-22)
	9b	Demonstrate a commitment to improve the climate resilience of social and affordable housing stock. This can include taking steps to limit vulnerability to flooding and extreme weather	5.1 (p.21-22)
	9c	Identify clear goals and objectives	5.1 (p.21-22)
	9d	Identify outcomes and outcome measures	5.1 (p.21-22)
	9e	Summarize achievement to date	5.1 (p.21-22)