Supportive Housing Capital Grants, 2024
Info Session

November 30, 2023

SROs & Supportive Housing Team, Housing & Homelessness Services
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November 30, 2023

Today's Session

1. Introduction   20 min

2. The Application System   10 min
   a. Making an Account
   b. Getting to the Application
   c. General Guidance

4. Your Questions   30 min

SHCG: Overview

Purpose
- Funding for small capital grants to beautify, improve, complement, or enhance existing building(s) and/or their amenities
- Focus on extending the life or increasing the service capacity/value of a supportive housing asset (building)
- Benefit residents of supportive housing

Details
- Up to $25,000
- Grant approval is expected in April 2024

Additional Info
- The applicant is not required to provide matching funding, but must demonstrate that all project costs are accounted for
- Grant funds cannot be used for staffing costs, honoraria, or similar disbursements
- A summary report will be required when the project is complete

SHCG: Eligibility

Eligible applicants need to operate Supportive Housing sites in Vancouver, which are defined as social housing with onsite staff supports, including permanent, temporary or leased buildings.
- This includes housing such as Temporary Modular Housing (TMH)

Applicant needs to be a:
- Registered Non-Profit Society,
- Registered Charity, or
- First Nations Band

The application should meet the goals and objectives of the Supportive Housing Capital Grant program as described in the Guidelines (will be available on the Supportive Housing Capital Grants web page).

https://vancouver.ca/people-programs/supportive-housing-capital-grant-program.aspx
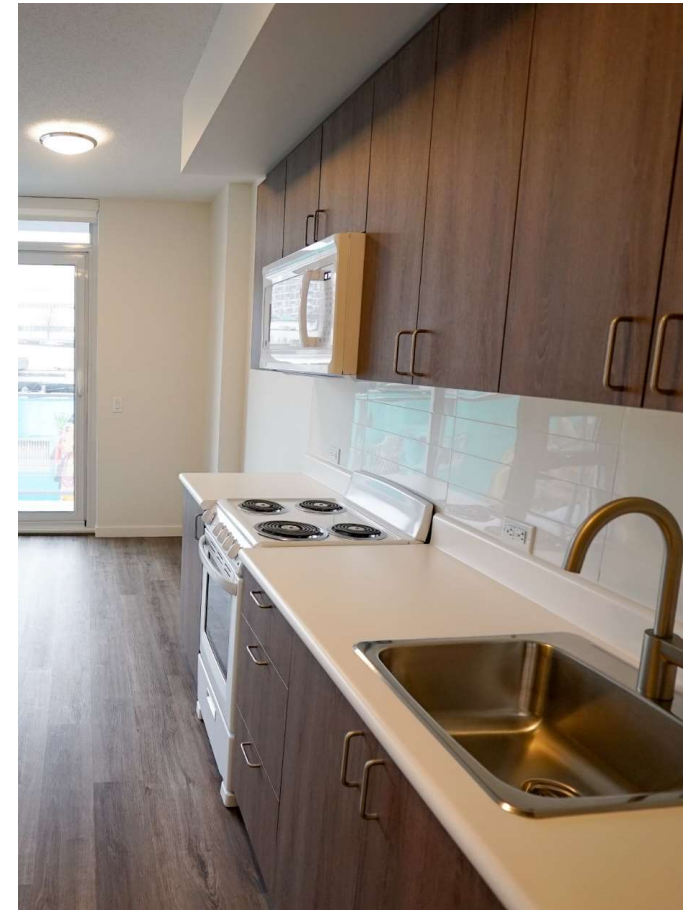
SHCG: Capital Improvements

"Anything that extends the life or increases the service capacity/value of an asset (building)."

- Repair or upgrade a facility to meet health and safety rules
- Build, renovate, or expand a facility to improve or expand your organization's services
- Improve public space to enhance social connections
- Conduct a planning or feasibility study
- Proposals should identify a specific need from the operator or residents of a supportive housing building and describe how the capital project would extend the life or increase the service capacity/value of the asset and benefit those living in supportive housing

Examples of such projects include:

- **Landscaping:** outdoor furniture, planter boxes, BBQs, amenity equipment, painting, accessibility improvements
- **Building amenities:** awnings, window coverings, fans, portable A/C, indoor recreation equipment
- **Security:** lighting, fencing, enhancements for safe consumption space
- **Planning:** consultants, research

Note: If you are funded by BC Housing, check with them to see if it is part of their regular capital maintenance funding first.

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Phase 1

- Statement of Intent (optional)
- Staff guidance
  - Eligibility
  - Project scoping
  - Permit times
  - Application
  - Quotes/documentation needed

Phase 2

- Submit Grant Application

Letter of Intent

- A brief and optional, one-page (max.) statement explaining the capital improvement, why it is important, and how much it will cost:

    - **Project Description**
    - **Statement of the Capital Need:** Why does your organization need this capital improvement?
    - **Anticipated Capital Purchases:** What needs to be purchased in order to make this happen?
    - **Estimated Budget:** A preliminary estimate of the capital cost and any labour involved in the construction or installation of the improvement.
    - **Timeline:** What is your anticipated timeline for the project to begin and complete? Projects should be completed within 12 months from disbursal

    - Applicants must **email** the Statement of Intent to supportivehousing@vancouver.ca and put "2024 SHCG – Statement of Intent" in the subject line
    - Deadline for submission is December 15, 2024

SHCG: Timeline

November 30, 2023	Information Session
December 4 – 15, 2023	Phase 1: Statement of Intent
January 8-19, 2024	Phase 1: Staff Feedback
January 22- February 2, 2024	Phase 2: Grant Application
February 5-26, 2024	Review and Adjudication Period
February 27-April 23	Council Report Preparation
April 24, 2024	Recommendations to Council Decision
May 2024	Disbursements

SHG: Evaluation

Demonstrate the following:

- Full eligibility (non-profit status, Vancouver location etc.)
- An extension of the life of or increased service capacity/value of a supportive housing asset
- Benefit people living in supportive housing
- Outline achievable deliverables
- An acceptable budget
- Project schedule (to be complete within 12 months of disbursement)

Van Apply

Van Apply
- The City of Vancouver's Grant Management System

https://vanapply.vancouver.ca/

Van Apply: Entering the System to Apply

Go to https://vanapply.vancouver.ca/
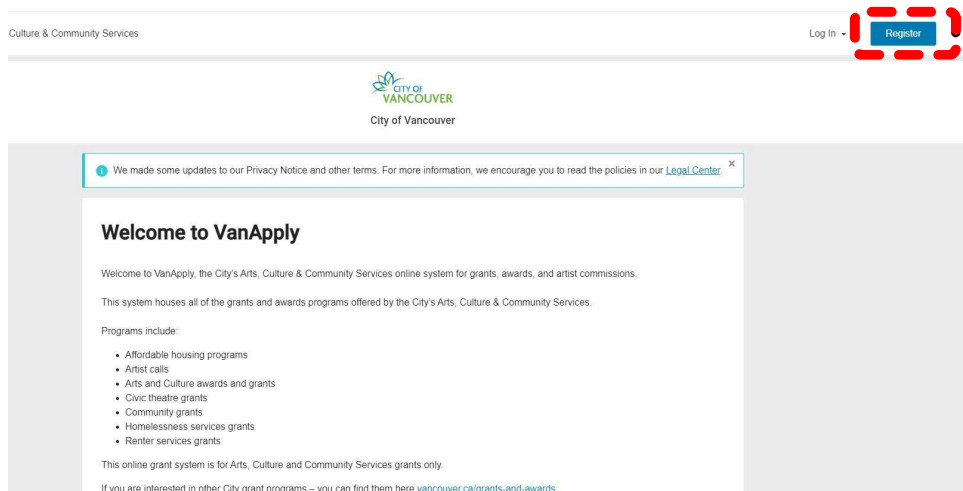
You need to create a profile in order to apply for the Supportive Housing Capital Grant **if you have not applied for a City of Vancouver grant in the past.**

To do so, click the 'Register' link in the upper right hand corner outlined in **red.**

If you already have a Van Apply profile, log into your organization's account.
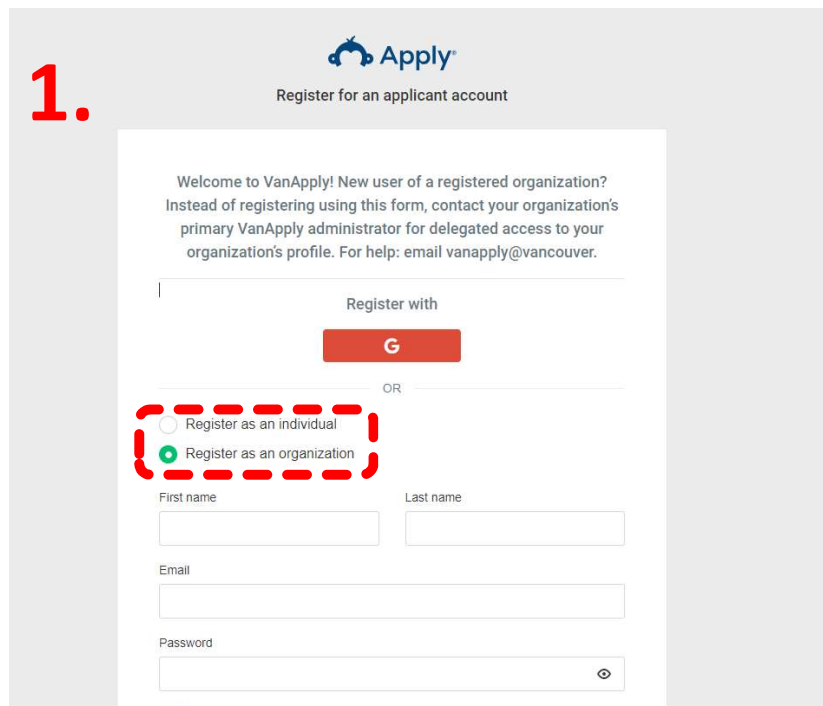
A helpful guide can be found at: https://vancouver.ca/people-programs/vanapply-online-grant-application-system.aspx

SHCG Guidelines on Supportive Housing web page as well https://vancouver.ca/people-programs/supportive-housing-capital-grant-program.aspx

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1.

Registration

- Select *Register as an Organization.* To do so, click the button outlined in **red** to the left.

- Then click *View Programs* as outlined in **red** below.
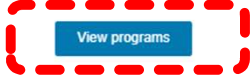
2.

The Application: General Guidance

Things to Note

- If you are partnering with another organization, make sure to answer all questions on behalf of **YOUR** organization (*not* the partner organization)

- When you're done completing a form you can either click *Save & Continue Editing* or *Mark as Complete*

- Choosing *Save & Continue Editing* will allow you to exit and return to the main screen with a partially completed application that you can access later.

- Choosing *Mark as Complete* will check your form for errors and may require you add information or fix formatting before completing.

If you are having difficulty with some aspect of the application,

We are here to help!

Questions?

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For questions or more info:
supportivehousing@vancouver.ca

Q&A

Thank you!

supportivehousing@vancouver.ca