

**Reaching Home:
[Saint John] Community Plan
2024–2028**

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Introduction

In completing this template, communities are encouraged to develop comprehensive Community Plans that reflect the contributions of all funding partners, including other orders of governments, not-for-profit organizations, and the for-profit sector. The Community Plan does not preclude adjustments in priorities throughout the funding cycle; communities are still expected and encouraged to regularly review priorities for investment with their Community Advisory Board(s), including sub-project approval.

To support communities in completing their Community Plan, a Reference Guide has been developed. It is strongly recommended that this be reviewed prior to completing this template to ensure understanding of the requirements.

Please note that in communities that receive funding from both the Designated Communities (DC) and Indigenous Homelessness (IH) streams, ongoing and meaningful cross-stream collaboration is expected to support the achievement of community-level outcomes reflecting the needs of the whole community.

The Community Plan for Reaching Home must be approved by the DC or TH Community Advisory Board (CAB) before it is submitted to Infrastructure Canada.

Additionally, if your community has an Indigenous Homelessness (IH) Community Advisory Board (I-CAB), they must affirm that they have been engaged on the Community Plan before it is submitted. If your community is developing a joint plan with the IH stream Community Entity, both CABs must approve the community plan prior to submission.

In addition to the core elements required in this template, communities are welcome to share any other information and/or documents that they feel might provide further insight into their local context as it relates to housing and/or homelessness context.

1. Community Engagement

As part of the community planning exercise, you must engage with community partners with the goal of understanding the needs of the local homelessness sector and identify local homelessness priorities using a coordinated, systems-based and data-driven approach.

Please describe the steps taken to engage your community partners in developing this Community Plan to ensure a community-based approach. Your response must include:

- *Which partners were engaged;*
- *When and how engagement occurred; and*
- *What aspects of the Community Plan were discussed, as well as what aspects of the Plan (i.e., decisions, outcomes, next steps) were influenced by these discussions.*

Note: *Meaningful collaboration with Indigenous and non-Indigenous partners and service providers, as well as the IH CE and I-CAB where applicable, is expected in the development of this Community Plan and must be explicitly referenced in this section. The Indigenous Partners in Your Community worksheet created for the Community Homelessness Report (CHR) may be helpful to complete this section. Please see [CHR: Reporting Tools e-course on the Homelessness Learning Hub](#).*

[The Community Council on Homelessness (CCH) is a network that convenes interest-holders in addressing homelessness to open access to safe, adequate housing with comprehensive supports in Saint John. As the Community Advisory Board (CAB) for Saint John, the CCH organized and participated in a number of CAB meetings and community planning exercises to position itself to complete the community plan. Events and activities included.

- **May 29 (12-2pm)** – CAB membership: Updated the executive committee and reviewed the Coordinated Access System’s prioritization processes.
- **June 18** – CAB executive meeting: Reviewed and provided recommendations for updates to the CAB Terms of Reference (ToRs) from the Governance Committee.
- **September 26 (12-2pm)** – CAB membership: Adopted updates to the Terms of Reference, and received a presentation on Reaching Home priorities and community planning timelines.
- **October 18 (Half-day)** – CAB session focused on updating the community plan, specifically regarding the allocation of funding across Reaching Home priority activity areas. Participants included representatives from the City of Saint John, provincial departments, Social Development, Housing NB, and several community service organizations.

- **November 11, 2024** – Survey distributed to CAB membership: The survey provided a breakdown of the population experiencing homelessness in Saint John (data exported from HIFIS).
- **November 17 (12-2pm)** – CAB membership: Reviewed survey results, which helped inform the Reaching Home Community Plan and the Request for Proposals. An overview was provided, and updates were made to the prioritization of funding allocation across Reaching Home activity areas.

Unfortunately, the CAB was unable to engage Indigenous-led service providers during the development of the Community Plan. However, the CAB has identified strategies to enhance engagement with Indigenous partners moving forward. These include extending invitations to Menahqest Wellness Circle (MeWeC) to strengthen these connections. The IH CE – and DC – CE had been in communication throughout the 2024-2025 fiscal year on aspects related to the Saint John CAB, however the IH – CE was not available to attend CAB meetings in the planning process, HDC continues to communicate with the IH CE to provide updates and opportunities for collaboration]

2. Investment Plan

2.1 In the table below, please identify your community's allocation of Reaching Home funding in the DC or TH and Community Capacity and Innovation (CCI) streams from 2024-25 to 2027-28¹.

	2024-25	2025-26	2026-27	2027-28	Total
Reaching Home Annual Allocation	\$1544353	\$1544353	\$1591964	\$1591964	\$6272634

2.2 In the table below, please outline your planned division of DC/TH and CCI Reaching Home funding from 2024-25 to 2027-28 by activity area. Please note that it is acceptable that your community's funding priorities change over time. This investment plan is to demonstrate that your community has a vision of moving forward for the allocation of Reaching Home funding.

Activities area	2024-25	2025-26	2026-27	2027-28
Housing Services	51%	52%	52%	52%
Prevention and Shelter Diversion	15%	19%	19%	19%

¹ Communities on two-year agreement extensions should report on investment plans for 2024-25 and 2025-26 at this time.

Client Support Services	6%	2%	2%	2%
Capital Investments	0%	2%	2%	2%
Coordination of Resources and Data Quality Improvement	13%	10%	10%	10%
Administration	15%	15%	15%	15%
TOTAL	100%	100%	100%	100%

2.3 In the text box below, please describe how Community Capacity and Innovation (CCI) funding will be used to support coordinated and data-driven service delivery (e.g., supporting Coordinated Access, the Outcomes-Based Approach and use of HIFIS or existing, equivalent Homeless Management Information System).

[CCI funding will be used to continue to support coordinated and data driven service delivery through its contribution to the Human Development Council. Funds are used to employ staff with expertise in HIFIS to provide on going management, training and technical support to organizations using HIFIS and staff responsible to implement and support Fredericton's Coordinated Access System.

Implementation of CAS and HIFIS works with a continuous improvement model. HDC will continue to work with the CAB to establish goals in delivering an integrated systems approach to homelessness to achieve Reaching Home and community wide objectives

- Homelessness is reduced overall;
- New inflows into homelessness are reduced;
- Returns to homelessness are reduced;
- Indigenous homelessness is reduced; and,
- Chronic homelessness is reduced

3. Cost-Matching Requirement

3.1 In the table below, please outline all funding for homelessness initiatives expected to be received from other funders from 2024-25 to 2027-28². This includes both financial and in-kind contributions.

	2024-25	2025-26	2026-27	2027-28	Total
Reaching Home Annual Allocation	\$1,544,353	\$1,544,353	\$1,591,964	\$1,591,964	\$6,272,634

² Communities on two-year agreement extensions should report on cost-matching for 2024-25 and 2025-26 at this time.

Projected Funding From Other Funders towards Homelessness Initiatives					
Program Name and Funder	2024-25 (\$)	2025-26 (\$)	2026-27 (\$)	2027-28 (\$)	Total (\$)
GNB-Dept S.D.	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$8,000,000
TOTAL	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$8,000,000

3.2 If your anticipated community contributions are not projected to match funding from Reaching Home for each year, please explain the circumstances below and include a description of the steps you will take to meet the requirement.

[N/A]

4. Homeless Individuals and Families Information System (HIFIS)

4.1 Using your 2023-24 CHR as a guide³, please check the box if you have met the following minimum requirements as of March 31, 2024⁴. Any status updates since March 31, 2024, must also be reflected:

Minimum Requirement	Has the MR been met?	Minimum Requirement	Has the MR been met?
HIFIS MR 1	N/A	HIFIS MR 3	<input checked="" type="checkbox"/>
HIFIS MR 2	<input checked="" type="checkbox"/>	HIFIS MR 4	<input checked="" type="checkbox"/>

³ For more information on how the minimum requirements align with your Community Homelessness Report, please consult the Community Plan Guide.

⁴ Communities with two-year agreement extensions are not required to complete section 4 at this time.

4.2 For each minimum requirement that has not yet been met (as identified in 4.1), complete a table below to describe how you will meet it by March 31, 2026. Please note that confirmation that communities are on track to do this will be required by October 31, 2025.

Minimum Requirement not yet met: [HIFIS MR 3]	
What are the next steps the community will take to meet this requirement?	Target date for completion
While the requirement has been met, the HIFIS Team will continue working with funded SPs to have designated staff trained on active HIFIS use relevant to the CA System to improve use of HIFIS program modules.	March 31, 2025

5. Coordinated Access

5.1 Using your 2023-24 CHR as a guide⁵, please check the box if you have met the following minimum requirements as of March 31, 2024⁶. Any status updates since March 31, 2024, must also be reflected:

Minimum Requirement	Has the MR been met?	Minimum Requirement	Has the MR been met?
CA MR 1	N/A	CA MR 10	<input type="checkbox"/>
CA MR 2	N/A	CA MR 11	<input checked="" type="checkbox"/>
CA MR 3	<input checked="" type="checkbox"/>	CA MR 12	<input checked="" type="checkbox"/>
CA MR 4	<input checked="" type="checkbox"/>	CA MR 13	<input checked="" type="checkbox"/>
CA MR 5	<input checked="" type="checkbox"/>	CA MR 14	<input checked="" type="checkbox"/>
CA MR 6	<input checked="" type="checkbox"/>	CA MR 15	<input checked="" type="checkbox"/>
CA MR 7	<input checked="" type="checkbox"/>	CA MR 16	<input checked="" type="checkbox"/>
CA MR 8	<input type="checkbox"/>	CA MR 17	<input checked="" type="checkbox"/>
CA MR 9	<input checked="" type="checkbox"/>	CA MR 18	<input checked="" type="checkbox"/>

5.2 For each minimum requirement that has not yet been met (as identified in 5.1), complete a table below to describe how you will meet it by March 31, 2026. Note that confirmation that communities are on track to do this will be required by October 31, 2025.

Minimum Requirement not yet met: [CA MR 8]	
What are the next steps the community will take to meet this requirement?	Target date for completion
Coordinated Access Facilitator is reviewing available System Mapping resources from HICC and working with team to build a template.	February 28, 2025
Template will be built	June 30, 2025
Engagement with funded programs, meetings with partners re : Map	December 31, 2025

Minimum Requirement not yet met: [CA MR 10]	
What are the next steps the community will take to meet this requirement?	Target date for completion
Meeting/communicating with funded providers re: dedicated resources (re : System Map – MR 8)	December 31, 2025

⁵ For more information on how the minimum requirements align with your CHR, please consult the Community Plan Guide.

⁶ Communities with two-year agreement extensions are not required to complete section 5 at this time.

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5.3 Describe how ongoing, meaningful collaboration on Coordinated Access between Indigenous and non-Indigenous partners has or will take place as your community works to implement, maintain and improve a Coordinated Access system.

We acknowledge there is work to be done to create relationships with Indigenous partners in the area. Saint John's Coordinator Access Facilitator and their team are taking steps to identify programs in the in the city serving Indigenous individuals and families as a first step to fostering relationships and engaging Indigenous partners.

The HDC had been working with the Indigenous Community Entity, Turning Leaf, to establish relationships and engagement. At this stage/as of late, Turning Leaf has been restructuring, and we anticipate continuing with our engagement when they are ready.

6. Outcomes-Based Approach

6.1 Using your 2023-24 Community Homelessness Report as a guide⁷, please check the box if you have met the following minimum requirements as of March 31, 2024⁸. Any status updates since March 31, 2024, must also be reflected:

Minimum Requirement	Has the MR been met?	Minimum Requirement	Has the MR been met?
OBA MR 1	N/A	OBA MR 6	<input type="checkbox"/>
OBA MR 2	N/A	OBA MR 7	<input type="checkbox"/>
OBA MR 3	<input type="checkbox"/>	OBA MR 8	<input type="checkbox"/>
OBA MR 4	<input type="checkbox"/>	OBA MR 9	<input type="checkbox"/>
OBA MR 5	<input type="checkbox"/>		

6.2 For each minimum requirement that has not yet been met (as identified in 6.1), including those modified and new as of 2024-25, complete a table below to describe how you will meet it by March 31, 2026. Please note that confirmation that communities are on track to do this will be required by October 31, 2025.

6.3 Please describe how ongoing and meaningful collaboration between Indigenous and non-Indigenous partners has or will take place as your community works to meet the OBA minimum requirements. In communities where the Designated Communities and Indigenous Homelessness streams co-exist, collaboration with the IH-CE and I-CAB (where applicable) is expected.

⁷ For more information on how the minimum requirements align with your Community Homelessness Report, please consult the Community Plan Guide.

⁸ Communities with two-year agreement extensions are not required to complete section 6 at this time.

Work remains to allow for Indigenous data governance and understanding of information that is available and how it can support programs for Indigenous people and communities, and to identify and ensure that all Indigenous partners in the area who should be engaged in the OBA and related decisions.

7. Official Language Minority Communities

The Government of Canada has a responsibility under the [Official Languages Act](#) to ensure that programs and services meet the needs of Official Language Minority Communities (OLMCs). Please describe the steps that you will take to ensure that the services funded under [Reaching Home](#) take the needs of the OLMCs into consideration, where applicable.

[New Brunswick is the only official bilingual province in the country. All activities public communications supported by the CE/Reaching Home will address the need of the official minority community. RFPs, project related documentation and support is available in both official languages]

8. Community Advisory Board—Designated Communities/Territorial Homelessness

Note: You may list more than one name/organization for each sector, and you may list a name/organization in more than one sector, as applicable.

(Lines below can be removed where not applicable)

Sector	CAB Members
Infrastructure Canada (Ex-Officio Member)	Taha Maarous, Tanya Borden
Community Entity (Ex-Officio Member)	Greg Bishop
Provincial/Territorial government	Alex St. Ange, Kent Staal, Toby Bodechon
Local/Municipal government	John Mackenzie, Kay Kanyandula, Cara Coes
Indigenous government	
Individuals with lived experience of homelessness	
Indigenous Peoples, nations and organizations, Friendship Centres	
Indigenous housing organizations	
Youth and/or child-serving organizations, including Child Welfare agencies	Amelia Bernard, Amy Enman, Karen Cummings
Organizations serving survivors of domestic violence and their families	Julia Forgrave
Seniors and senior-serving organizations	
Newcomers and newcomer-serving organizations	
The private sector	
Police and correctional services	
Landlord associations and/or the housing sector	Kit Hickey
Health organizations, including hospitals and other public health institutions, and organizations focused on mental health and addictions	Laura Dincorn,
Veterans Affairs Canada and/or Veterans-serving organizations	
Organizations serving individuals experiencing, or at risk of experiencing homelessness	Misty Schofield, Denise Morais, Mary-Saulnier Taylor, Dustin Leclerc, Christine Wark, Mallory Curwin, Jason Brinson, Melanie Vautour, Nick Shephard, Ben Appleby, Kristen O'Hanley
Other	Mariah Darling, Margo Butler

CAB Chairs or Co-Chairs (if applicable):

I affirm that the above members of the CAB have reviewed the attached Community Plan, and that a majority of CAB members approve of its content.

Name

Signature

Date (YYYY-MM-DD)

Name

Signature

Date (YYYY-MM-DD)

Name

Signature

Date (YYYY-MM-DD)

9. Community Advisory Board—Indigenous Homelessness

Note: You may list more than one name/organization for each sector, and you may list a name/organization in more than one sector, as applicable.

(Lines below can be removed where not applicable)

Sector	CAB Members
Infrastructure Canada (Ex-Officio Member)	
Community Entity (Ex-Officio Member)	
Provincial/Territorial government	
Local/Municipal government	
Indigenous government	
Individuals with lived experience of homelessness	
Indigenous Peoples, nations and organizations, Friendship Centres	
Indigenous housing organizations	
Youth and/or child-serving organizations, including Child Welfare agencies	
Organizations serving survivors of domestic violence and their families	
Seniors and senior-serving organizations	
Newcomers and newcomer-serving organizations	
The private sector	
Police and correctional services	
Landlord associations and/or the housing sector	
Health organizations, including hospitals and other public health institutions, and organizations focused on mental health and addictions	
Veterans Affairs Canada and/or Veterans-serving organizations	
Organizations serving individuals experiencing, or at risk of experiencing homelessness	
Other	

Indigenous CAB Chairs or Co-Chairs (if applicable):

(If Community Plan is not a joint plan): I affirm that the above members of the Community Advisory Board have been engaged on the Coordinated Access and Outcomes-Based Approach sections of the attached Community Plan.

OR

(If Community Plan is a joint plan): I affirm that the above members of the CAB have reviewed the attached Community Plan, and that a majority of CAB members approve of its content.

 Name

 Signature

 Date (YYYY-MM-DD)

 Name

 Signature

 Date (YYYY-MM-DD)

 Name

 Signature

 Date (YYYY-MM-DD)