



	<b>REPORT No.: 2020-35</b>
<b>MEETING DATE: SEPTEMBER 17, 2020</b>	<b>DATE PREPARED: AUGUST 27, 2020</b>
<b>SUBJECT: SOCIAL SERVICES RELIEF FUND PHASE 2</b>	

**RECOMMENDATION**

THAT with respect to Report No. 2020-35 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board (the Board), authorize the Chair and Chief Administrative Officer to execute any required Agreement under the Community Homelessness Prevention Initiative with the Ministry of Municipal Affairs and Housing for the delivery of the Social Services Relief Fund Phase 2 Funding program, and any other documents related thereto provided there are no significant changes;

AND THAT any necessary By-law be presented to the Board for consideration.

**REPORT SUMMARY**

To provide The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board) with information regarding the Ministry of Municipal Affairs and Housing Social Services Relief Fund Phase 2.

**BACKGROUND**

As a response to the COVID-19 pandemic, Ontario announced a new, \$200 million Social Services Relief Fund (SSRF). This is a joint initiative between the Ministry of Municipal Affairs and Housing (MMAH) and the Ministry of Children, Community and Social Services (MCCSS). From this funding, \$148 million was allocated to Service Managers to address housing and homelessness needs related to COVID-19 in their areas. TBDSSAB's allocation was \$1,168,300. This funding is in addition to the base 2020-21 Community Homelessness Prevention Initiative (CHPI) allocation that MMAH previously communicated on April 17, 2019.

With this funding, TBDSSAB established an Emergency Pandemic Fund to assist organizations by offering housing and related supports to individuals and households dealing with the COVID-19 pandemic. Information on this fund has been distributed widely across the District, and submissions are reviewed as received. Current beneficiaries of this fund include Greenstone Harvest Centre, Nipigon Red Rock High School, Marjorie House, the Salvation Army, Urban Abbey and others.

Administration is also working with partners including St. Joseph's Care Group, Thunder Bay District Health Unit and Shelter House to facilitate an isolation shelter for homeless individuals who require separation from the general population due to possible exposure to the virus while monitoring symptoms. Additionally, TBDSSAB has funded an illness shelter and an overflow homeless shelter to meet the needs of those without suitable shelter during the pandemic.

Administration has reached out to community housing and supportive housing providers to determine the need for cleaning supplies, PPE and requirements for assistance with measures to implement appropriate social distancing and self-isolation. This includes community housing units directly owned by TBDSSAB. Supports have been provided under the SSRF initiative.

### **COMMENTS**

On August 12, 2020, TBDSSAB received notice that the province was initiating the SSRF Fund Phase 2, to allow the continuation of support for current efforts to address the COVID-19 pandemic, and to address new priority challenges.

SSRF Phase 2 includes an operating component and a new capital project component. The objectives of the SSRF Phase 2 funding are to:

1. Mitigate ongoing risk for vulnerable people, especially in congregate settings;
2. Encourage long-term housing-based solutions to homelessness post-COVID-19; and
3. Enhance rent assistance provided to households in rent arrears due to COVID-19.

Under the SSRF Phase 2 announcement, an initial planning allocation of \$1,840,459 has been identified for TBDSSAB. The province also committed to providing the full balance of funding from the initial SSRF Phase 1 allocation.

TBDSSAB is required to submit a business case to MMAH in order to access SSRF Phase 2 funds. The business case process will outline how the SSRF Phase 1 allocation was used and outline the areas of priority for investment of the Phase 2 funding. There is no guarantee that the full planning allocation will be awarded, and decisions will be based on COVID-19 needs and emerging public health emergencies across the province.

Due to the MMAH deadline for submission by September 11, 2020, the business case has been submitted following review and approval by the Chief Administrative Officer (CAO). The business case will be reviewed by an inter-ministerial working group which will make recommendations on funding decisions. Following the review process, TBDSSAB will be notified of the approved SSRF Phase 2 funding allocation. It is anticipated that this approval will be received by mid-October.

TBDSSAB's business case recommended continued operational funding to address community pressures related to the isolation of individuals who require separation from the general population due to possible exposure to the virus while monitoring symptoms,

as well as continuing to assist community organizations with providing housing and related supports to individuals and households. The purchase of PPE, cleaning supplies and materials to support physical distancing are also included in the business case. The operating projects proposed in the business case totaled \$630,245.

For the capital projects permitted under SSRF Phase 2, TBDSSAB recommended several projects with community partners that would provide for improvements to the existing emergency shelter and transitional shelter system, as well as the construction of new long-term housing options. The capital projects proposed in the business plan totaled \$1,150,000.

The business case allows for an administration allocation of 3% of total funding. The allocated administration proposed for the business case totaled \$55,214.

The total funding requested in the business case was \$1,840,459. Approved funding allocations may be subject to re-allocation or adjustment by MMAH if funds cannot be spent this fiscal year based on the business case and required reporting.

Administration will provide an update to the Board after the MMAH provides notification of the approved allocation.

### **FINANCIAL IMPLICATIONS**

The SSRF Phase 2 is a 100% provincially funded program. TBDSSAB has been notified that it is eligible to receive up to \$1,840,459, however the final allocation amount will be based on the review of the business case submission.

Approximately 30% of the approved funding will be held back, to be allocated after the third quarter of the 2020-21 fiscal year. The Ministry will determine how to allocate these funds based on how the public health situation unfolds in the coming months and interim reporting from Service Managers.

TBDSSAB is eligible to use up to 3% of the approved funding allocation for administration costs.



### **CONCLUSION**

It is concluded that this report provides the Board with information relative to the SSRF Phase 2 and Administration's current and possible supports offered throughout the District of Thunder Bay.

It is further concluded that the Board authorizes the Chair and the CAO to execute all required agreements related to the program.

**REFERENCE MATERIALS ATTACHED**

Attachment #1: [Letter from The Honourable Steve Clark, Minister of Municipal Affairs and Housing dated August 12, 2020](#)

<b>PREPARED BY:</b>	Crystal Simeoni, Manager, Housing Programs The District of Thunder Bay Social Services Administration Board
<b>APPROVED / SIGNATURE:</b>	
	Ken Ranta, Director, Integrated Social Services Division The District of Thunder Bay Social Services Administration Board
<b>SUBMITTED / SIGNATURE:</b>	
	William (Bill) Bradica, Chief Administrative Officer The District of Thunder Bay Social Services Administration Board

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister  
777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre  
777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél. : 416 585-7000



August 12, 2020

Lucy Kloosterhuis  
Board Chair, Thunder Bay DSSAB  
231 May Street South  
Thunder Bay ON P7E 1B5

Dear Lucy Kloosterhuis:

I am writing to provide you with details regarding the \$150 million in new provincial funding announced by Premier Ford and myself on July 2, 2020, and the additional \$212 million of funding announced on August 12, 2020 as part of the federal-provincial Safe Restart Agreement for a total of \$362 million.

These funds will be made available as part of a second phase of funding under the Social Services Relief Fund (SSRF), and increase the government's total SSRF investment for Service Managers and Indigenous Program Administrators to \$510 million.

I would like to acknowledge the Federal government in their role in this historic agreement. As Premier Ford has indicated, "by working together, we have united the country in the face of the immense challenges brought on by COVID-19 and secured a historic deal with the federal government to ensure a strong recovery for Ontario and for Canada".

Protecting the health and well-being of all Ontarians continues to be our government's number one priority. We appreciate your efforts to assist vulnerable people in your communities throughout the COVID-19 outbreak and understand that additional assistance is needed to meet ongoing needs, including for those struggling to pay rent. Long-term housing solutions is also a priority under SSRF Phase 2, and we encourage investments in this area to allow for greater resiliency for future pandemic waves and emergencies.

To ensure SSRF Phase 2 funding is targeted to where it is needed most, the Ministry will hold back a portion of the total SSRF Phase 2 funding from funding allocations and will determine how to allocate it in the coming months based on public health needs.

I am pleased to inform you that under SSRF Phase 2 Thunder Bay DSSAB will be eligible to receive an initial planning allocation of **\$1,840,459** in 2020-21.

In addition, and in light of the increasing pressures being experienced by Service Managers, you will receive the remainder of your initial SSRF funding, upon the Ministry receiving a full copy of this letter with the sign-back section completed and signed.

Below are additional details about the SSRF Phase 2 funding.

### **Business Case Process**

Prior to receiving SSRF Phase 2 funds, you will be required to submit a business case to the Ministry. The business case process will provide an opportunity to outline how your initial planning allocation will be used, and will assist the Ministry in ensuring that funds are being directed to communities most in need.

Business cases will be reviewed by an inter-ministerial working group, which will make recommendations on funding decisions. Your initial planning allocation could be subject to change based on COVID-19 needs and emerging public health emergencies across the province, which may result in the re-allocation of funds between service areas. Following the review process, you will be notified of your approved SSRF Phase 2 funding allocation.

The business case template is available through the Transfer Payment Ontario (TPON) system, and must be completed and submitted to the Ministry via TPON by **September 11, 2020**.

### **Program Details**

Similar to the initial SSRF funding provided to you in April 2020, SSRF Phase 2 funding will flow through the Community Homelessness Prevention Initiative (CHPI). For funding provided under SSRF Phase 2, amendments to the CHPI Program Guidelines are set out in the attached Addendum B (SSRF Phase 2 Program Guidelines).

Please note that this funding is in addition to your base 2020-21 CHPI allocation, which the Ministry previously communicated to you on April 17, 2019, and the initial SSRF funding. There will be no change to the program administration or payment process for payments under CHPI.

SSRF Phase 2 will include an operating component and two new capital components. Please refer to the SSRF Phase 2 Program Guidelines for details on eligible use of funding and project approval process.

The objectives of the SSRF Phase 2 funding are to:

1. Mitigate ongoing risk for vulnerable people, especially in congregate settings;
2. Encourage long-term housing-based solutions to homelessness post-COVID-19; and

**3. Enhance rent assistance provided to households in rent arrears due to COVID-19.**

In recognition of the costs you are facing, funding provided under SSRF Phase 2 may be used to offset eligible costs incurred on or after **July 2, 2020**. The Ministry will require Service Managers to submit an interim report in mid-December on the use of SSRF Phase 2 funds and projected spending.

Approved funding allocations may be subject to re-allocation or adjustment if funds cannot be spent this fiscal year based on the business case and reporting. Details on payment and reporting information can be found in the Program Guidelines for SSRF Phase 2, which are added as Addendum B to the CHPI Guidelines.

This amendment forms part of your Service Manager Service Agreement (“Agreement”) and any breach of any of the terms of the Guidelines shall constitute an Event of Default under the Agreement. All other provisions of the Agreement remain in full force and effect.

You are required to sign this letter and return it to the Ministry to confirm your agreement to the terms and conditions of SSRF Phase 2 and to receive the remainder of your initial SSRF funding.

You may submit your signed confirmation via e-mail to:

Jim Adams, Director of the Housing Programs Branch  
Ministry of Municipal Affairs and Housing  
[jim.e.adams@ontario.ca](mailto:jim.e.adams@ontario.ca)

Thank you to those who participated in confidential consultation sessions, which were organized by Ontario Municipal Social Services Association (OMSSA) to inform the design of the Program Guidelines and business case. I look forward to continuing our work together as we serve the people of Ontario.

Sincerely,



Steve Clark  
Minister

Enclosures

c. William Bradica, Chief Administrative Officer  
Ken Renta, Director, Integrated Social Services

The undersigned agrees to the above letter and to comply with the **Social Services Relief Fund Phase 2 Program Guidelines** attached as Addendum B, as the same may be amended by the Ministry from time to time. The undersigned further agrees to use funds from the Social Services Relief Fund Phase 2 as set out in the Community Homelessness Prevention Initiative Program Guidelines (April 2017), under the Service Manager Service Agreement, including Addendum B to this letter.

The undersigned further agrees to receive the remaining balance of its initial SSRF funding and to use the funding as set out in the Community Homelessness Prevention Initiative Program Guidelines (April 2017), under the Service Manager Service Agreement, including the Notice of Amendment set out in my letter to you dated April 1, 2020.

Service Manager: 

Name: Lucy Kloosman

Title: Senior - TBDS 913

Date:

Name:   
Ken Ranta

Title: Accty CIO

Date: AUG. 25/2020

I/We have authority to bind the organization.

**Addendum B – Social Services Relief Fund Phase 2 Program Guidelines**