



APPENDIX A: Service Manager Local Homeless Enumeration Plan

To provide opportunity for comment, Enumeration Plans should be submitted to the Ministry no later than six months before a Service Manager undertakes local homeless enumeration. For example, if enumeration is being planned for April 2018, the Enumeration Plan would be submitted in October 2017.

Enumeration Plans should be approved by a delegated Service Manager authority (e.g., director level). Council or Board approval is not required where delegated authority is in place.

The Ministry of Housing will review all Service Manager Local Homeless Enumeration Plans and may provide feedback as required. The Ministry will use the Enumeration Plans to gather information on the scope of enumeration being conducted across the province, the enumeration methods being used, and how enumeration will be implemented across Service Manager regions.

Details of the Enumeration Plan must be provided in this document.

<p>Service Manager:</p> <input type="text"/>	<p>Date (mm/dd/yyyy):</p> <input type="text"/>
<p>Contact Name:</p> <input type="text"/>	<p>Contact Information</p> <p>Email: <input type="text"/></p> <p>Telephone: <input type="text"/></p>

Enumeration Timing

What is the planned date for enumeration?

Enumeration Methods

Which enumeration method(s) will be used to enumerate homelessness in your Service Manager area? (Check all that apply).

- Point-in-Time Count
- Registry Week
- Period Prevalence Count



Service Manager Areas Enumerated

Please complete the attached table to provide information about the municipalities¹ that you have selected for enumeration. Some very large municipalities may wish to select a subset of areas to enumerate based on census tracts.

Please describe how you selected these municipalities (or census tracts) for enumeration:

Implementation

For each municipality that will be enumerated, please describe how people experiencing homelessness will be located: (Examples: canvassing block by block to locate people experiencing homelessness, “magnet events”², working with agencies/organizations that serve people experiencing homelessness)

¹ For purpose of this document, the term “municipalities” includes territories without municipal organization.

² Magnet events are a social engagement strategy used to draw people to a common place on a given day to share information and carry out enumeration for those willing to participate. Magnet events may be used to reach people who are marginalized and underrepresented among those using homelessness services, such as youth and Indigenous Peoples. Well publicized in advance, magnet events may provide food, entertainment or presentations on topics of interest to particular subgroups. For example, Hamilton held a magnet event for Indigenous Peoples and encouraged attendees to take part in an Urban Aboriginal Housing Survey.



How will community partners be engaged in planning and conducting enumeration?

Which types of community partners will be engaged? (Check all that apply).

- | | |
|---|--|
| <input type="checkbox"/> Emergency shelters | <input type="checkbox"/> Food banks |
| <input type="checkbox"/> Community centres/drop in centres | <input type="checkbox"/> Religious/Cultural organizations |
| <input type="checkbox"/> Domestic violence/Violence Against Women shelter | <input type="checkbox"/> First responders (police, fire, paramedics) |
| <input type="checkbox"/> Housing First program | <input type="checkbox"/> Health services |
| <input type="checkbox"/> Homelessness outreach programs | <input type="checkbox"/> Mental Health services |
| <input type="checkbox"/> Hostels | <input type="checkbox"/> Correctional services |
| <input type="checkbox"/> Indigenous organizations (First Nations, Métis, and Inuit) | <input type="checkbox"/> People with lived experience |
| <input type="checkbox"/> Other, please specify: | <div style="border: 1px solid black; width: 500px; height: 25px;"></div> |



How will Indigenous organizations and communities, including First Nations, Métis, and Inuit be engaged in planning and implementing enumeration, where present in the service area?

If volunteers are being used to conduct enumeration, please describe the training that will be provided.

How will the results of enumeration be used to inform your local Housing and Homelessness Plan?

Section for Service Manager/delegate approval:

Name:

Date:

Email: