ON-RESERVE AND COMMUNITY HOUSING INITIATIVE 2024-2027
STREAM 4 - CAPACITY ENHANCEMENT

1) OBJECTIVE

The main objective of the financial assistance is to support First Nations communities in improving and strengthening their capacity to manage and maintain their housing stock.

Regional Prioritization of Projects
In the context of First Nations housing reform, in order to support the planning, management and governance of housing stock, the prioritization of proposed projects will focus primarily on the following core activities (listed in no order of priority):

➢ Housing policy (update and development).
➢ Inventory and assessment of the condition of the housing stock.
➢ Preventive and curative maintenance plan.
➢ Housing plan (short, medium and long term).
➢ Assessment of the viability of the housing stock.

2) ELIGIBILITY

A) Eligible Applicants

➢ Band Councils
➢ First Nations Organizations (e.g. Tribal Councils; Regional Societies, Commissions and Institutes; Vocational training and adult education centers)
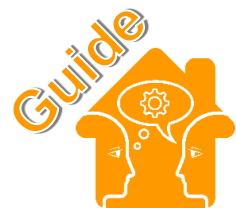
B) Project

Categories of projects related to housing
4.1 – Governance of Housing
4.2 – Housing Management
4.3 – Construction and Renovation Training
4.4 – Community Housing Planning
4.5 – Housing Finance

JOINT PROJECT PROPOSAL

It is eligible to submit a project proposal involving several First Nations (e.g., a project presented and led by a Tribal Council for the benefit of member communities).
In addition to offering opportunities for sharing and collaboration, this option can generate cost savings.
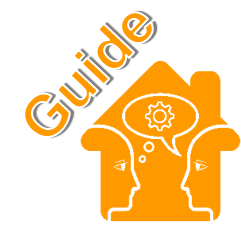
3) PROJECT CATEGORIES

EXAMPLES OF PROJECTS

To support your thinking, we invite you to consult the [Compendium of Inspiring Capacity Enhancement and Innovation Projects](#) (see the Toolbox section).

CATEGORY	DESCRIPTION	EXAMPLES OF PROJECTS

4.1 Governance of Housing	These projects support the **development and implementation of housing policies, rules and practices to ensure the optimal functioning of the organization.**
	
	Governance also involves the political and operational structures responsible for making decisions, applying rules and practices, and implementing and monitoring them.
		• **Development and implementation of housing policies**, such as:
		  - Standards for a rental plan.
		  - Roles and responsibilities of the landlord (Band Council and private) and tenants.
		  - Procurement and tendering policy (for housing and infrastructure).
		  - Land tenure.
		  - Maintenance management plan.
		• Feasibility study on the **implementation of a governance structure**
		• **Development of local housing programs** (e.g., property transfer program, home ownership program).
		• **Restructuring** of a housing department.

4.2 Housing Management	These projects support the **development of knowledge and practical skills to manage projects, activities and programs** that contribute to the day-to-day operations of housing in the community.	• **On-the-job training**, which provides a contribution towards the salary and training of a new housing employee (minimum duration 3 months, maximum 2 years). **NOTE:** A specific form must be completed for this type of project, available in the [Stream 4 - Capacity Enhancement](#). • Support for **knowledge-sharing activities between First Nations.** • **Training or activity in housing management** for housing administrators in areas such as project planning and management; operation of a housing maintenance program; management of a housing stock; management of contracts with a third-party supplier or basic accounting.

CATEGORY	DESCRIPTION	EXAMPLES OF PROJECTS
		• **Databases** for housing stock inventory systems.
4.3 Construction and Renovation Training	These projects support **training and skill building** for safe and adequate housing for occupants.	• **Housing maintenance training for** managers, staff and tenants. • Training for **home inspectors**. • Training on the **construction trades** in housing**.** • Technical and operational training on **prevention and remediation of occupant health and safety issues** (e.g., mold, radon, fire prevention) • **Establishment of maintenance plans** for the housing stock. • Training of resources and development of reference materials in the areas of **building code compliance and energy efficiency standards.** • **Worksite-school type training,** with the aim of certifying workers.
4.4 Community Housing Planning	These projects support the **identification of short, medium and long-term infrastructure and housing needs.**	• **Integrated planning of housing stock and infrastructure**. May include a culturally, territorially and environmentally sensitive approach. • **Needs Assessment**: development of an inventory or assessment of the current condition and needs of the community's housing stock. • **Land use planning**, including surveying. • Development and updating of **development and zoning plans** (with a housing component). • Development and adaptation of guidelines and building codes for **housing safety and fire prevention**.
4.5 Housing Finance	These projects support First Nations communities and individuals to **access sustainable capital to meet their housing needs.**	• **Identification of sustainable sources of capital** (e.g., revolving fund) to meet community infrastructure and housing needs. • **Financial literacy/skills building** at all levels (members, staff and elected officials). • **Assessment of the viability** of the housing stock and/or projects.
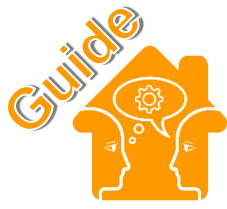
4) FINANCIAL ASSISTANCE

ISC financial assistance for the implementation of a capacity enhancement project will be based on the proposed financial package (detailed cost estimate and contribution table in the application form).

Project costs must include:
➢ Project administration and management costs of up to 7%.
➢ A maximum of $15,000 allocated to the purchase of eligible software.

Please note that cost overruns are the responsibility of the recipient. However, it is advisable to contact ISC if there are any changes in the scope or activities of the project, to check whether these may be eligible for an additional contribution. This must be done before any expenses are incurred.

5) PERIOD OF APPLICATION

No deadlines apply; this is a continuous submission process. Funding will be granted according to the department's eligibility criteria and available funds.

6) SUBMIT A PROJECT

1. Complete the form: Capacity Enhancement

2. Include a detailed estimate of project costs.

3. Send the project proposal to:
   qclogementhousingqc@sac-isc.gc.ca

> **Any e-mail exceeding 18 MB will not be received. Be sure to separate your submission if required.**
>
> **For questions about the Housing Initiative: qclogementhousingqc@sac-isc.gc.ca.**

SHARING AND DISSEMINATION OF PROJECTS

Submission of a project implies consent for the project, if selected and funded, to be listed in the Compendium of Inspiring Capacity Enhancement and Innovation Projects in order to share its objectives and expected results with other communities.

This will allow other communities, depending on their needs, to acquire similar tools and to be inspired by good practices. Networking and mentoring between communities is strongly encouraged by ISC.

SUPPORT - PROJECT PLANNING

If you need assistance in planning and preparing a project proposal, you can contact your infrastructure department, your Tribal Council's technical services department, your Housing Circuit Rider or the Point of Contact Housing (PoCH).