**Community Homelessness Report (CHR) 2022-23:  
Indigenous Partners in Your Community Worksheet**

**What is this worksheet?**

This worksheet is an optional tool designed to assist communities with answering questions 1.3 to 1.6of their 2022-23 Community Homelessness Report (CHR) on collaboration between Indigenous and non-Indigenous partners. The worksheet is optional and included in **Annex A**.

**What is the purpose of this tool?**

The purpose of this tool is to support communities in identifying local Indigenous partners, as well as reflecting on meaningful collaboration in the context of Reaching Home implementation.

As mentioned in the [CHR Reference Guide](https://homelessnesslearninghub.ca/library/resources/reaching-home-community-homelessness-report-reporting-tools/) on the Homelessness Learning Hub CHR reporting tools e-course:

**In communities where only Designated Community (DC) funding is available:**

* Community Entities (CEs) are **required** to engage with local Indigenous organizations and to describe how they worked collaboratively in the development of the CHR;
* This collaboration should be an ongoing back-and-forth conversation, as opposed to a simple request for a final review and sign off.

**In communities that have both DC and Indigenous Homelessness (IH) funding streams:**

* While Coordinated Access implementation and the transition to an outcomes-based approach are not requirements under the IH stream, DCs CEs are also **required** to engage in meaningful collaboration with Indigenous organizations on these Reaching Home program elements as well as the CHR.

**Please refer to pages 14-16 and page 21 of the CHR Reference Guide for more details.**

**Who can complete this tool?**

Any community can use this worksheet to help them identify local Indigenous partners and reflect on meaningful collaboration. That being said, the worksheet was developed specifically for CEs funded through the Designated Communities or Territorial Homelessness streams, to support them with completing their CHR.

**Instructions for completing this worksheet**

See below for guidance on how to complete this worksheet.

1. Download the worksheet from the CHR Reporting Tools e-course on the [Homelessness Learning Hub](https://homelessnesslearninghub.ca/library/resources/reaching-home-community-homelessness-report-reporting-tools/).
2. Fill in the “Community reflections” column of the Part 1: Identifying Local Indigenous Partners table.
3. For each Indigenous partner identified in Part 1, complete the Part 2: Guidance on Meaningful Collaboration table.
   * Complete (a) for each Indigenous partner where collaboration did occur.
   * Complete (b) for each Indigenous partner where collaboration / did not occur, OR if collaboration did not occur with any partners at all.

Once the worksheet has been completed, communities can record their results in questions 1.3 to 1.6 of their CHR. More specifically:

* Where aspects of Coordinated Access and/or the HMIS were discussed with the IH CE and/or IH CAB, record your answers in question 1.3.
* Where aspects of Coordinated Access and/or the HMIS were discussed with other Indigenous partners, record your answers in question 1.4.
* Where specific sections of the CHR were discussed with both the IH CE and/or IH CAB and/or other Indigenous partners, record your answer in question 1.5.
* Where approval of the IH CAB was received on your CHR, record your answer in 1.6.

In the CHR Reference Guide, **meaningful collaboration** is defined as processes that:

* are co-developed, culturally appropriate and inclusive of diverse perspective across the community;
* incorporate Indigenous knowledge and expertise;
* are based on the principles of respect, transparency, and responsiveness; and,
* add value for Indigenous and non-Indigenous organizations and individuals alike.

For more information, see the “Supporting collaboration between Indigenous and non-Indigenous partners” section of the CHR Reference Guide (pages 14-16).

**Annex A: The Worksheet**

**Part 1: Identifying Local Indigenous Partners**

|  |  |  |  |
| --- | --- | --- | --- |
| **Prompts** | **Guidance and examples** | **Community reflections** | **How can this help me complete my CHR?** |
| **Does my community have an IH CE and/or IH CAB?** | Visit the Reaching Home [*Find a community*](https://www.infrastructure.gc.ca/homelessness-sans-abri/communities-communautes/find-trouver-eng.html) page:   * Select your province/territory, then your community. * If you see “Community Entity – Indigenous Homelessness”, there is a separate IH CE in your community. * If you see “Community Advisory Board – Indigenous Homelessness”, there is a separate IH CAB in your community. * You will find contact information for the IH CE and/or IH CAB on this page. | My community (select all that apply):  Has an IH CE (Q1.3 and Q1.6)  Has an IH CAB (Q1.6)  If either apply, who are they and how can you contact them:   * [community response here] | * Use this to respond to questions 1.3a) and 1.6a) in your CHR. * If you do have an IH CE and/or IH CAB, you will be asked to speak to collaboration with them in questions 1.3c) and 1.6c). * See Part 2 of this worksheet for additional guidance on collaboration. |
| **Who are my other Indigenous partners?** | If you’re unsure where to start, you can identify partners by…   * Connecting with a local [Indigenous Friendship Centre](https://nafc.ca/friendship-centres/find-a-friendship-centre?lang=en). * Visiting the website of National Indigenous Organizations, such as:   + [Assembly of First Nations](https://www.afn.ca/about-afn/provincial-territorial-organizations/);   + Métis National Council (BC, AB, SK, ON) or the Manitoba Métis Federation (MB);   + Inuit Tapiriit Kanatami; and,   + [Congress of Aboriginal Peoples](https://abo-peoples.org/). * Visiting the website for [Crown-Indigenous Relations and Northern Affairs Canada](https://www.rcaanc-cirnac.gc.ca/eng/1100100013785/1529102490303) * Connecting with Indigenous Elders within your community. * Contacting the organizers of initiatives in your community such as: Every Child Matters / Orange Shirt Day, Indigenous Residential School Survivor activities, Ribbon Skirt March, etc. * Connecting with the non-designated Community Entity that manages the IH stream within your broader region. You can find the contact information under “Non-designated community” on the Reaching Home [*Find a community*](https://www.infrastructure.gc.ca/homelessness-sans-abri/communities-communautes/find-trouver-eng.html) page. * Asking the Indigenous representatives on your CAB. | In my community, Indigenous partners are…   * [community response here] * [community response here] * [community response here] | * Use this to respond to questions 1.4 and 1.5 in your CHR. * See Part 2 of this worksheet for additional guidance on collaboration. |

**Part 2: Guidance on Collaboration**

a) For each Indigenous partner identified in Part 1 where collaboration did occur, fill out the table below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **My Indigenous partners are…** | **When and how did the collaboration occur?** | **What was discussed?** This could include:   * Aspects of Coordinated Access and/or the HMIS (Q1.3 and Q1.4) * Specific sections of the CHR (Q1.5) * Approval of the CHR (Q1.6) | **How did Indigenous perspectives influence the outcome?** | **How can this help me complete my CHR?** |
| [community response here] | [community response here] | [community response here] | [community response here] | **Use this to respond to questions 1.3 to 1.6 in your CHR.** More specifically:   * **Q1.3:** Where aspects of CA or the HMIS were discussed with the IH CE and/or IH CAB * **Q1.4:** Where aspects of CA or the HMIS were discussed with other partners * **Q1.5:** Where specific sections of the CHR were discussed * **Q1.6b:** Where approval of the IH CAB was received |
| [community response here] | [community response here] | [community response here] | [community response here] |
| [community response here] | [community response here] | [community response here] | [community response here] |
| [community response here] | [community response here] | [community response here] | [community response here] |
| [community response here] | [community response here] | [community response here] | [community response here] |

b) For each Indigenous partner identified in Part 1 where collaboration did not occur, OR if collaboration did not occur at all, fill out the table below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **My Indigenous partners are…** | **When and how will collaboration occur over the coming year?** | **What will be discussed?** This could include:   * Aspects of Coordinated Access and/or the HMIS (Q1.3 and Q1.4) * Specific sections of the CHR (Q1.5) * Approval of the CHR (Q1.6) |  | **How can this help me complete my CHR?** |
| [community response here] | [community response here] | [community response here] | [community response here] | **Use this to respond to questions 1.3 to 1.6 in your CHR.** More specifically:   * **Q1.3:** Where aspects of CA or the HMIS will be discussed with the IH CE and/or IH CAB * **Q1.4:** Where aspects of CA or the HMIS will be discussed with other partners * **Q1.5:** Where specific sections of the CHR will be discussed * **Q1.6b:** Where approval of the IH CAB will be sought |
| [community response here] | [community response here] | [community response here] | [community response here] |
| [community response here] | [community response here] | [community response here] | [community response here] |
| [community response here] | [community response here] | [community response here] | [community response here] |
| [community response here] | [community response here] | [community response here] | [community response here] |