**2023-24 Community Homelessness Report:****Indigenous Partners in Your Community Worksheet**

**What is this worksheet?**

This worksheet is an optional tool designed to assist communities with answering questions 1.4 to 1.6of their 2023-24 Community Homelessness Report (CHR) on collaboration between Indigenous and non-Indigenous partners. The worksheet is optional and included in **Annex A** below.

**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 on the Homelessness Learning Hub CHR reporting tools e-course](https://homelessnesslearninghub.ca/library/resources/reaching-home-community-homelessness-report-reporting-tools/):

**In communities where only Designated Community (DC) or Territorial Homelessness (TH) funding is available:**

* Community Entities (CEs) are **expected** to engage with local Indigenous partners 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 **expected** to collaborate with Indigenous partners on these Reaching Home program elements, as well as the CHR.

**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 Community Entities (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 it 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 1.4 to 1.6** of their CHR. More specifically:

* Where aspects of Coordinated Access the HMIS, and/or the Outcomes-Based Approach were discussed with Indigenous partners, record your answers in question 1.4.
* Where specific sections of the CHR were discussed with 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** between Indigenous and non-Indigenous partners refers to processes that:

* Build relationships based on the principles of transparency and responsiveness;
* Acknowledge and respect the value and the resources involved in participating in collaborative exercises;
* Respect the unique rights, needs and preferences of Indigenous peoples in the community;
* Are co-developed, culturally appropriate and inclusive of diverse perspectives across the community;
* Incorporate Indigenous knowledge and expertise; 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.

**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?** | Answer question 1.3 in your CHR, which will tell you if your community has a separate IH CE and/or IH CAB.  You could also 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 a separate IH CE  Has a separate IH CAB  If either apply, who are they and how can you contact them:   * [community response here] | * Use this to respond to questions 1.4, 1.5 and 1.6 in your CHR. * If you do have a separate IH CE and/or IH CAB, you will be asked to speak to collaboration with them in questions 1.4, 1.5 and/or 1.6. * 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, the HMIS and/or the Outcomes-Based Approach (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 1.4 to 1.6 in your CHR.** More specifically:   * **Q1.4:** Where aspects of CA, the HMIS and/or OBA were discussed with the IH CE and/or IH CAB and/or other Indigenous 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, the HMIS and/or the Outcomes-Based Approach (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 1.4 to 1.6 in your CHR.** More specifically:   * **Q1.4:** Where aspects of CA, the HMIS and/or OBA will be discussed with the IH CE and/or IH CAB and/or other Indigenous 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] |