HRIF Readiness Checklist

The following checklist contains readiness criteria that you can reference to prepare before submitting an Expression of Interest.

Note: Communities that don't currently meet all the eligibility criteria are still invited to submit an Expression of Interest (EOI). The EOI provides space to share additional context about your efforts, plans, and areas where support may be helpful. While eligibility is required for funding, projects that aren't ready may receive guidance and support to strengthen future applications. Your EOI may also be shared with the NIHC for review and additional support

No.	ACTIVITIES	☑
1	You are the Reaching Home Community Entity (CE) for the Designated Community, Indigenous Homelessness, or Territorial Homelessness stream, OR are the community lead organization participating in Built for Zero – Canada (BFZ-C) • *If you are not one of these, you have connected with the appropriate CE or BFZ-C lead organization in your community to collaborate on a project (Note: the lead organization must be the organization submitting the EOI)*	
2	You have reviewed your community's data and can identify a needed improvement that you believe will have the greatest impact on reducing homelessness	
3	You have identified an eligible population (Reminder of priority populations: Unsheltered, Chronic, and Veteran homelessness)	
4	You have Quality By-Name Data (QBND) confirmed by CAEH for your target population.	
5	Partner organizations that will be named in the application have been consulted, are aware they are being named, and you have had meaningful conversations about working together. This is particularly important for Indigenous-led organizations and service providers	
6	You can submit monthly inflow, outflow, and actively homeless aggregate data to CAEH that is up to date and reported on time	
7	You are prepared to track progress, learn, adapt as the project unfolds, and share what you learn with CAEH and communities across the country	
8	You are prepared to meet with your Improvement Advisor (IA) at least monthly to check in, share learnings, and receive support as needed	
9	You can pull By-Name Data in alignment with the Reaching Home funding requirements: *Note that Reaching Home funded communities are moving from current ways of measuring aggregate inflow/outflow/active homelessness data to adopting the Canadian Methodology developed by Housing, Infrastructure, and Communities Canada (HICC), which requires use of the Community Outcomes Report (COR). Please connect with your Improvement Advisor(s) or hrif@caeh.ca for more information.*	

This checklist is a reference tool to help you prepare before submitting an Expression of Interest (EOI). It is for your use only and does not need to be submitted to CAEH. You only need to complete and submit the EOI, which will be used to assess eligibility.