

Off-Reserve Homelessness Prevention Funding Policy

Effective Date: March 3, 2026

Funding End Date: March 31, 2026

1. Purpose

The purpose of this policy is to establish fair, transparent, and accountable guidelines for administering one-time off-reserve homelessness prevention funding to eligible Members.

This funding is intended solely to prevent homelessness and support housing stability for Off-Reserve Members experiencing financial hardship.

2. Funding Overview

- This is a **one-time funding stream** ending **March 31, 2026**.
- Applications will be accepted until **March 23, 2026**, or until funds are fully expended, whichever occurs first.
- Funding is available to **Off-Reserve Members only**.
- Assistance will be approved based on:
 - Verified financial need
 - Supporting documentation
 - Available program funds

Funding decisions are subject to available budget and administrative review.

3. Eligibility Criteria

To qualify, applicants must:

1. Be a registered Member of Eel River Bar First Nation.
 2. Reside off-reserve at the time of application.
 3. Be at risk of homelessness or experiencing housing instability.
 4. Provide all required documentation.
 5. Not have previously received assistance under this funding stream.
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4. Eligible Expenses

Funding may be approved for the following essential housing-related needs:

- Rent arrears or current rent
- Damage Deposit
- Mortgage payments or arrears
- Utilities (electricity, heat, water, gas)
- Essential clothing
- Food
- Fuel cards (for transportation required to maintain housing, employment, or essential services)

All requests must directly support the prevention of homelessness.

5. Ineligible Expenses

Funding will not be approved for:

- Luxury or non-essential purchases
 - Debt unrelated to housing stability
 - Entertainment or discretionary expenses
 - Payments without proper verification documentation
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6. Required Documentation

Applicants may be required to submit:

- Completed application form
- Valid identification
- Eel River Bar Status Registration Number
- Proof of off-reserve address
- Lease agreement or mortgage documentation
- Utility bills (if requesting utility support)
- Bank statements (most recent 1-2 months)
- Recent pay stubs or proof of income

- Notice of arrears, eviction notice, or other documentation demonstrating risk of homelessness (if applicable)

Incomplete applications will not be processed until all required documentation is received.

7. Assessment of Need

Applications will be assessed based on:

- Demonstrated financial hardship
- Immediacy of housing risk
- Household size and dependents
- Total household income
- Availability of other supports
- Remaining program funds

Approval amounts will be determined on a case-by-case basis and must be reasonable and directly tied to preventing homelessness.

The First Nation reserves the right to:

- Request additional documentation
 - Approve partial funding
 - Deny applications that do not meet eligibility criteria
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8. Funding Limits

- Maximum funding amounts may be set by administration depending on budget availability.
 - Payments will be issued directly to landlords, mortgage lenders, utility providers, or vendors whenever possible.
 - Food and fuel assistance may be provided in the form of gift cards or direct payment.
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9. Intake and Deadlines

- Intake closes **March 23, 2026**, or earlier if funds are fully expended.
- All funding must be distributed by **March 31, 2026**.
- Applications received after intake closure will not be processed.

Public notice will be provided when funds are nearing full expenditure.

10. Approval Process

1. Application submission
2. Documentation review
3. Needs assessment
4. Recommendation by Housing/Administration staff
5. Final approval by Internal Off-Reserve Committee
6. Payment issued

All decisions will be documented for accountability and reporting purposes.

11. Confidentiality

All applicant information will be kept confidential and used solely for the purpose of administering this program, in accordance with applicable privacy legislation and First Nation policies.

12. Appeals

Applicants may request a written explanation of a denial decision.
Appeals must be submitted in writing within (7-14) days of notification.
Appeals will be reviewed by established Appeals Committee.

Appeal decisions are final.

13. Program Closure

This is a temporary, one-time funding program.
All funding and related activities must conclude by **March 31, 2026**.

No extensions or renewals are guaranteed.
