

PURPOSE *of the Toolkit*

This toolkit is designed for shelters, housing providers, youth-serving agencies and other organizations concerned about homeless and at-risk youth in Canada. It outlines some ideas for transitional housing incorporating the Foyer model but is meant to provide a model that is flexible and adaptable. The case studies and resource materials are based on the Rights of Passage and transitional housing programs at Covenant House Toronto (CHT) and Covenant House Vancouver (CHV). Groups are encouraged to consider this model as a promising practice but to modify it where necessary to create a program that meets the unique needs of their community. Whether groups are interested in adapting one part or the entire model, the toolkit provides support and resources to help develop the program, establish staffing roles, understand funding expectations and create the policies, procedures and rules needed to get it up and running as quickly and smoothly as possible.

Please note: the information contained in the toolkit is accurate as of March 2015, but the programs are continually evolving to better meet the needs of the youth they serve.

For more information about the Toolkit please contact:

- › The Canadian Observatory on Homelessness/Homeless Hub
- › thehub@edu.yorku.ca

For more information on Covenant House Toronto please contact:

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COVENANT HOUSE TORONTO

- **Bruce Rivers**, Executive Director
- **Carol Howes**, Director of Program Services
- **Julie Neubauer**, Manager of Transitional Housing
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- **Stacey Rees**, Life Skills Coordinator
- **Danny Aguilar**, Housing Worker

COVENANT HOUSE VANCOUVER

- **John Harvey** - Director, Program Services
- **Danniele Livengood**, Administrative Assistant
- **Chelsea Minhas**, Manager, Rights of Passage
- **Jennifer Morrison**, Life Skills Coordinator
- **Zinnia Sandoval**, Certified ETO Site Administrator
- **Lisa Ronaldson**, Case Manager
- **Yvonne Sutton-Fregin**, Youth Support Worker

ROP TORONTO YOUTH PARTICIPANTS

- **Alicia**, age 18 - Current Participant
- **Errica**, age 22 - Current Participant
- **"Dorian"**, age 25 - Current Participant
- **"Mark"**, age 24 - Current Participant
- **Vanessa**, age 28 - Past Participant
- **"Aisha"**, age 25 - Current Participant

ROP VANCOUVER YOUTH PARTICIPANTS

- **"Kevin"**, age 26 - Past Participant
- **"Patrick"**, age 21 - Current Participant

ROP TORONTO MENTORS

- **Jannit Luu**, Current Mentor
- **Danna Brown**, Past Mentor

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CANADIAN OBSERVATORY ON HOMELESSNESS/HOMELESS HUB

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CREATION *of the Toolkit*

As with most projects of the Canadian Observatory on Homelessness/Homeless Hub the toolkit was developed through a very collaborative process.

- » A review of literature related to Foyers and Transitional Housing was conducted (this toolkit is not a literature review and this research was conducted primarily for background material). Research into key theories and concepts was also conducted.
- » Phone and in-person interviews (the latter were filmed) were completed with a variety of staff and users of the transitional housing programs at Covenant House Toronto and Vancouver, as well as with Hollyburn Properties staff.
- » Transcriptions were made of each interview.
- » Both agencies provided copies of their materials, including policies, forms, guides etc.
- » Monthly meetings were held with Covenant House Toronto to discuss progress and direction.
- » All of the materials were analyzed to determine what information needed to be included in the toolkit.
- » The video interviews were edited to create over 20 short videos to supplement the written content.
- » Each video subject had the ability to review their contribution and confirm their acceptance of the content included in the videos.
- » Both organizations had an opportunity to review content of the written toolkit. Special thanks to Julie Neubauer, Transitional Housing Manager at Covenant House Toronto and Chelsea Minhas, Manager of the Rights of Passage Program at Covenant House Vancouver for their continual feedback.