

Memorandum of Understanding (“**MOU**”) 2026-2028

Between the Corporation of the City of Penticton (the “**City**”), the Regional District of the Okanagan Similkameen (“**RDOS**”) and United Way BC (“**UWBC**”) as the backbone organization of 100 More Homes (“**100MH**”) regarding 100 More Homes operations, strategy and the regionalization and expansion of this program

As agreed to on this 1st day of JANUARY (month), 2026 (year):

BETWEEN

**THE CORPORATION OF THE CITY OF PENTICTON (the “City”)**

AND

**THE REGIONAL DISTRICT OF THE OKANAGAN-SIMILKAMEEN (“RDOS”)**

AND

**UNITED WAY BC (“UWBC”)**

The Corporation of the City of Penticton (the “**City**”), and the Regional District of the Okanagan-Similkameen (“**RDOS**”) - and United Way BC (“**UWBC**”), on behalf of 100 More Homes (100MH) as the backbone organization, agree to enter into a Memorandum of Understanding (“**MOU**”) for the purposes of collaborating on an initiative(s), as described below. The purpose of this MOU is to set out terms and conditions under which the City, the RDOS, UWBC and 100MH intend to work together on this initiative(s), as described below. While this MOU is not intended to create legally binding rights or obligations, the City, RDOS, and UWBC wish to confirm that they will work together in a cooperative, transparent, and collaborative manner to develop, implement, manage, and evaluate the 100MH initiative(s), as described below.

*Relationship between 100MH and UWBC*

In 2016, the Penticton community partners sought United Way BC’s support (at the time United Way Central and South Okanagan) to be the administrative and capacity building support for this grassroots initiative. The neutrality of UWBC in this space is central to the success of the 100MH model and provides a landing space for conversations, dialogue and negotiations in an often fraught and politicized social topic. 100MH and its members have identified UWBC as the formal backbone organization for this continued MOU with the City and RDOS for the purposes as outlined in this agreement. A Letter of Agreement (LOA) was created to describe and affirm this agreement, a copy of this LOA is available to all project partners via an attachment. UWBC operates as the operational lead for the work completed by 100MH; the member organizations of 100MH provide strategic direction and guidance for the work of the 100MH initiative.

## *Defining geographic regions*

The City of Penticton is defined as the legal boundaries of the city limits of the City of Penticton.

The RDOS is comprised of 6 member municipalities, as City of Penticton, District of Summerland, Town of Princeton, Village of Keremeos, Town of Oliver and Town of Osoyoos; and 9 Electoral Areas, as Rural Osoyoos (Area “A”), Cawston and Lower Similkameen (Area “B”), Rural Oliver (Area “C”), Skaha East and Okanagan Falls (Area “D”), Naramata (Area “E”), Greater West Bench, Rural Summerland and Okanagan Lake West (Area “F”), Rural Keremeos, Hedley and Olalla (Area “G”), Rural Princeton, Tulameen, Coalmont and Eastgate (Area “H”), and Skaha West, Kaleden and Apex (Area “I”). There are also 4 First Nation communities within the area known as the RDOS; these communities have not been formally engaged with for the purpose of this MOU.

## **2. COMMITMENT TO EXCELLENCE IN COLLABORATION, COMMUNICATION AND SERVICE**

The City, RDOS, and UWBC agree to commit to achieve excellence in collaborating on the services associated with the initiative(s) described herein and communicating with one another, community partners, and the public about the initiative(s). Without the prior written consent of the other party, no party will make any press release, public announcement, or public statement about the MOU, except under exceptional circumstances. This MOU will be available in the public domain and shareable by any party of the MOU. Nothing in this MOU prevents individual organizations from oversight, operations, and management of their organizations, programs, staff, and/or resources outside the scope of this MOU.

## **3. THE INITIATIVE(S)**

The partners described in this MOU will work collaboratively to advance this initiative which includes the following key focus areas:

1. Continue the work of 100 More Homes<sup>1</sup> (100MH) as the regional collective impact initiative responsible for preventing and addressing homelessness, and for non-market housing coordination across Penticton and the RDOS region.
2. Strengthen regional systems planning through coordinated access, improved and expanded data collection to include the RDOS region, and alignment with provincial/federal and Indigenous strategies such as the BC Tri-Lateral Alignment Project, BC Housing’s [Strategy2030](#); and Aboriginal Housing Management Association’s [Indigenous Housing Strategy](#) and [Indigenous Youth Housing Strategy](#).
3. Support development and implementation of major housing initiatives, including the Social Housing & Infrastructure Plan (SHIP), Community Safety & Wellbeing Plan (forthcoming), youth and senior housing initiatives, emergency shelter planning and coordination, emergency weather or natural disaster responses, regionalized approach to housing homelessness, as well as providing recommendations to the RDOS and City of Penticton relating to policy proposals.
4. Advance regional homelessness prevention and intervention through evidence informed practice, including Point in Time (PiT) counts across the RDOS, emergency response collaborations, data-driven systems design, and identifying locally unmet needs.

---

<sup>1</sup> 100 More Homes name is synonymous with activities in the City of Penticton; the intention in the first six months of the new initiative is to identify a regionally inclusive name for this expanded project.

5. Build on United Way BC's existing constellation governance and accountability model to include the RDOS using collective impact principles, action tables, and Lived/Living Experience Table leadership (LLET) to guide decision-making.
6. Implement Alignment Project Provincial Standards and minimum requirements, including an inclusive governance system, Coordinated Access and HIFIS, and regular system performance reporting in the City of Penticton and RDOS.
7. Strengthen community engagement and public education across the RDOS region through quarterly neighbourhood forums, community clean-ups, public relations, and improved communication between government, service providers, businesses, and residents.
8. Resource a three-year, multi-jurisdictional approach where the City of Penticton, RDOS, and UWBC jointly fund and enable 100MH to act as the backbone and regional coordinator over a three-year period.

#### **4. KEY INITIATIVE COMMITMENTS:**

##### **CITY COMMITMENTS:**

1. Financial Contribution: The City agrees to provide \$120,000 per year for 3 years to UWBC as the backbone organization for 100MH.
2. BC Tri-Lateral Alignment Project: The City agrees to work with provincial, federal, Indigenous partners, and UWBC to implement an inclusive Coordinated Access system, coordinated data gathering and sharing, and the meaningful inclusion and collaboration with Indigenous partners. Progress updates will be provided to the RDOS Board with the bi-annual reporting.
3. Staff Coordination: The City agrees to identify 1-2 key staff to liaise with UWBC for the purpose of advancing commitments and goals within this agreement.
4. Participation in Action Tables and Working Groups: The City commits to participating in regular action tables and working groups where alignment to City priorities is identified.
5. Presentations to Council: City staff will invite UWBC to provide bi-annual updates to Mayor and Council; the presentations will demonstrate the collaboration and co-leadership in action.

##### **RDOS COMMITMENTS:**

1. Financial Contribution: The RDOS agrees to provide \$80,000 per year for 3 years to UWBC as the backbone organization for 100MH.
2. Staff Coordination: RDOS agrees to identify 1-2 key staff to liaise with UWBC for the purpose of advancing commitments and goals within this agreement.
3. Participation in Action Tables and Working Groups: RDOS commits to participating in leadership meetings and, as appropriate, working groups where alignment to RDOS priorities is identified.
4. Presentations to RDOS Board: RDOS staff will invite UWBC to provide bi-annual updates to the RDOS Board; the presentations will demonstrate the collaboration and co-leadership in action.

##### **UWBC COMMITMENTS & KEY DELIVERABLES:**

1. UWBC will provide support and accountability for the work of the 100MH Strategy Coordinator and any other new or additional staff directly involved.
2. The 100MH Strategy Coordinator will:
  - a. Coordinate and convene the system/network of leadership tables including the Steering Committee and Executive Committee, associated working action tables such as the Housing Action Table, Youth Action Table and Shelter Supportive Housing and

Encampment table, and support adjacent community tables that align with and support the deliverables of 100MH such as the Community Action Table and Coordinated Access<sup>2</sup> table.<sup>3</sup>

- b. Work with City staff, RDOS staff and the Steering Committee to strategize paths forward to improve accessibility for vulnerable populations to housing,
  - c. Coordinate initiatives with working groups with the goal of creating greater access to housing.
  - d. Collect and make available information, including data, and report to City staff and RDOS staff for the benefit of decision making.
  - e. Collaborating and leading public engagements with City staff, and RDOS staff,
  - f. Collaborate with RDOS partners in the interest of regionalizing initiatives to address homelessness.
  - g. Additional staff to be identified by UWBC to support these deliverables.
3. UWBC and 100MH will lead activities to achieve progress on the following key deliverables:
- a. **Alignment Project** - Working with project partners for the implementation of the BC Tri-Lateral Alignment Project that meets provincial minimum standards as required.
  - b. **Data collection** – improved and concise collation of data with 100MH partners; expanded to include the RDOS region, implement outcome diaries for every action table, for the benefit of decision making at City council and RDOS board level.
  - c. **Implementation of the Social Housing and Infrastructure Plan (SHIP)** - continued coordination, participation and support in SHIP strategy work, in particular focused effort on developing concrete housing options for youth and seniors housing.
  - d. **Emergency Response** - collaboration with city staff and sector partners, around emergency weather events and safety/security concerns and in partnership with the UWBC Emergency Response team.
  - e. **Regional response to homelessness** - working with RDOS staff to build an expanded approach to addressing housing and homelessness in the RDOS region, including, but not limited to:
    - i. Conducting PiT counts for every RDOS community over the next three-year period, as well as for the City of Penticton in 2027,
    - ii. Creating an inventory of existing programs and service providers (and gap analysis) across the RDOS,
    - iii. In partnership with RDOS planners and 100MH partners, develop an asset list of properties, partners, and opportunities for future housing proposals.
4. **Community Engagement and Education:**
- a. In partnership with 100MH partners and associated tables, update communications planning and community engagement plans that may include community clean ups, neighborhood forums, and community engagement events.
  - b. A minimum of 6 neighborhood forums per year split between City of Penticton (3 per year) and RDOS communities (3 per year) on a housing or homelessness initiative.

---

<sup>3</sup> See Appendix E for complete list of tables at date of writing (Feb 24<sup>th</sup>, 2026)

**5. Government Relations:**

- a. UWBC staff will work with City and RDOS staff to provide bi-annual updates to Mayor and Council and RDOS Board; the presentations will demonstrate the collaboration and co-leadership in action.
- b. Reports will provide updates on Key Performance Indicators (KPIs) as outlined in Appendix A. In addition, an annual report will provide a summary of activities over the year
- c. UWBC and City and RDOS staff will work together on grant applications and advocacy to provincial and federal governments to secure funding for shelter and housing within the RDOS and City of Penticton

**6. Financial Management of City Funding:**

- a. UWBC will manage and allocate the financial contributions provided by the City for the implementation and development of the work of 100MH.
- b. United Way will pursue additional federal and provincial grant opportunities to broaden the funding base and strengthen the long-term sustainability of this initiative.
- c. United Way will leverage its donor network to support housing and homelessness initiatives that are mutually agreed upon with the City and the RDOS, subject to the availability of donor-directed funding.

*City’s Roles and Responsibilities*

The City of Penticton will, at a minimum, recognize 100 More Homes as providing leadership in Penticton and the RDOS region around housing and homelessness, and as the regional collective impact initiative responsible for homelessness and non-market housing coordination.

**The City will play the following roles and associated commitments.**

<b>Role(s)</b>	<b>COP Commitment</b>
<b>Advocate</b>	Continue to advocate to other orders of government and municipalities for services, collaborations, local decision making, resources, funding, investments, and policy shifts. When possible, it will consult with 100MH’s on its advocacy efforts.
<b>BC Tri-Lateral Alignment Project</b>	The City and RDOS will work with 100MH to define clear roles and responsibilities with the CE designation to support the Alignment Project.
<b>Coordinator</b>	City staff, where possible, will support 100MH in aligning 100MH’s purpose, goals, investments, messaging, structure, and activities/tactics with other community groups, City and RDOS initiatives, and community initiatives.
	Share data in the aggregate format provided that such data is relevant to the initiative, and the appropriate and reasonable privacy and data protections have written policies and practices.
	Have City agencies/departments/staff participate in and contribute to the initiative(s).
<b>Educator</b>	Participate in joint announcements and/or communications and/or education opportunities, as appropriate, at the sole discretion of the City.

<b>Funder of Local System (City)</b>	Contribute one hundred and twenty thousand dollars (\$120,000.00 CAD) per year, provided that 100 More Homes continues to adhere to the various components of the MOU. These funds may be used to hire a coordinator, reasonable and directly relevant costs relevant to the MOU, and any other purpose that is in the spirit and intent of the MOU. 100MH's Terms of Reference details financial and budgetary policies that have been developed, and spending decisions that can be shared with the City.
	Provide funds donated to the Kindness Meter to 100MH. The City will explore opportunities to partner with UWBC on new fundraising initiatives (i.e. Coldest Night of the Year).
	Provided that reasonable conflict of interest, ethical behavior, recognized financial processes and controls, and other relevant and appropriate policies and processes are developed and implemented, support 100 More Homes in having the Community Entity and Community Advisory Board roles and responsibilities associated with Reaching Home funding be a part of 100 More Homes.
<b>Monitor</b>	The City shall monitor this MOU annually. The City may audit 100MH activities and deliverables using reasonably acceptable Canadian audit practices providing 60 days notice to UWBC.

For clarity, the City of Penticton are not liable for any debts of 100 More Homes, liabilities of 100 More Homes, or for any risks to 100MH's finances or reputation. This MOU does not provide 100 More Homes with any decision-making powers over the City, RDOS, City staff, RDOS staff, resources, policies, and/or programs.

*RDOS Roles and Responsibilities*

The RDOS will, at a minimum, recognize UWBC as providing leadership in the RDOS region around housing and homelessness, and as the regional collective impact initiative responsible for homelessness and non-market housing coordination. As part of this MOU, the RDOS will play the following roles and associated commitments.

<b>Role(s)</b>	<b>RDOS Commitments</b>
<b>Advocator</b>	Continue to advocate to other orders of government and municipalities for services, collaborations, local decision making, resources, funding, investments, and policy shifts. When possible, it will consult with 100MH's on its advocacy efforts.
<b>Community / Capacity Building</b>	At the written approval of the RDOS, RDOS staff provide reasonable support to 100 More Homes' efforts and initiatives to achieve and sustain the goals and initiatives outlined in this document.
<b>Coordinator</b>	RDOS staff, where possible, will support 100MH in aligning 100MH's purpose, goals, investments, messaging, structure, and activities/tactics with other community groups, RDOS initiatives, and community initiatives.
	Share data in the aggregate format provided that such data is relevant to the initiative, and the appropriate and reasonable privacy and data protections have written policies and practices.

	Have RDOS agencies/departments/staff participate in and contribute to the initiative(s).
<b>Educator</b>	Participate in joint announcements and/or communications and/or education opportunities, as appropriate, at the sole discretion of the RDOS.
<b>Funder of Local System (RDOS)</b>	Contribute eighty thousand dollars (\$80,000.00 CAD) per year for three years, provided that 100 More Homes continues to adhere to the various components of the MOU. These funds may be used to hire a coordinator, reasonable and directly relevant costs relevant to the MOU, and any other purpose that is in the spirit and intent of the MOU. 100MH’s Terms of Reference details financial and budgetary policies that have been developed, and spending decisions that can be shared with the City.
<b>Monitor</b>	The RDOS shall monitor this MOU from time to time. The RDOS may audit 100MH from time-to-time using reasonably acceptable Canadian audit practices.

*100 More Homes’ (UWBC’s) Roles and Responsibilities*

100 More Homes, at a minimum will:

<b>Key Component</b>	<b>100MH Commitment</b>
<b>Action Groups</b>	100MH will continue to convene and coordinate the constellation governance model that work together to drive progress on the 100MH strategic priorities.
<b>Backbone Organization</b>	100MH has identified UWBC as the <i>backbone organization</i> for this MOU. The <i>backbone organization</i> will be responsible for ensuring the delivery of the activities and commitments in this MOU, for overseeing any financial reporting related to this MOU, and providing the day-to-day support to 100MH.
<b>BC Tri-Lateral Alignment Project</b>	Work as the Coordinated Access (CA) lead in this project and help the City to achieve the provincial standards in: <ul style="list-style-type: none"> <li>• Governance including meaningful engagement and collaboration with First Nation governments and Indigenous partners</li> <li>• Vacancy Matching Standards</li> <li>• HIFIS Standards</li> <li>• And other relevant standards as required<sup>4</sup></li> </ul>
<b>Collective impact</b>	Collective Impact is the founding principle of 100MHs; UWBC and 100MHs and its members will embed a continuous learning approach to adapt principles and include new promising practices over time.
<b>Contact information</b>	100MH will use the UWBC website and organizational infrastructure as points of contact for the public to contact and learn more about 100MH.
<b>Data Sharing</b>	Provide quarterly aggregated statistics about the number of individuals inflow and outflow of homelessness, and other key system-level

---

<sup>4</sup> Significant increases in expected deliverables may require additional funding to be negotiated with the City and UWBC.

	performance indicators. For clarity, this element of the MOU applies to aggregate data only, and not individual-level data.
<b>Funding</b>	Funding must be used for purposes in direct alignment with the MOU. UWBC/100MH will provide quarterly reporting as outlined in Appendix B. A payment schedule will ensure UWBC has the funds to meet the MOU deliverables.
<b>Youth Housing</b>	Integrate and adapt the Now Where To Go report recommendations with current and future findings including, but not limited to, alignment with the AHMA Indigenous Youth Housing Strategy and inclusion of lived experience voices.
<b>Oversight</b>	If 100MH has a relationship with a contractor(s), employee(s), and/or volunteer(s), 100MH agrees to have appropriate and sufficient processes, policies, and structures in place to oversee and monitor the day-to-day activities of this role(s) to ensure the individual is healthy, safe, and respected.
<b>Relationships</b>	Have professional and respectful relationships with other community groups in Penticton and the RDOS, and other similar groups/organizations with similar purposes in other communities.
<b>Relevant Legislation and Regulations</b>	Adhere to relevant legislation and regulations for its initiatives. For clarity, this would include ensuring that a contractor or employee is protected by appropriate workplace insurance and safe work policies.
<b>Reporting</b>	100MH must work with the City and RDOS to report on this MOU at approximately each anniversary of the signing of the MOU. This includes reporting against the deliverables outlined in this MoU and providing financial reporting as agreed to with the City and RDOS finance teams. UWBC will provide a <a href="#">budget to actuals report for financial reporting at the cadence outlined in the payment schedule</a> .

The City, RDOS, and UWBC agree to support initiatives while establishing a structure for consistent, mission-aligned strategic guidance and open communication among the parties. The City, RDOS, and UWBC further commit to promoting steady progress despite the complexity of the issues involved, upholding accountability, transparency, and ethical stewardship as core principles of the partnership.

The City, RDOS and UWBC also recognize the need for flexibility in adapting to emerging community needs and agree to engage in constructive, good-faith processes to prevent and resolve conflict. The governance matrix referenced above is intended to foster inclusivity, responsiveness, and overall effectiveness in advancing shared community outcomes.

*Other Considerations Associated with the MOU*

- If a party of this MOU will not be able to deliver one of its roles, commitments, components, and/or parts of this MOU, it must notify the other party(s), in writing, as soon as reasonably possible.
- With the types of initiatives included in this MOU, there may be new considerations that arise that were not anticipated during the development of the MOU. All parties agree to sit down in good faith and respectfully come to a reasonable agreement about the consideration.

- The funding support must be acknowledged in all communications, as approved. 100MH may not represent that 100MH is a project/initiative of the City of Penticton or the RDOS, or hold itself out as an agent of the City of Penticton or the RDOS in any way. For clarity, the City of Penticton and the RDOS are each one of the funders of 100MH's work.
- **Acknowledgement of funding:** The RDOS's and City's contribution to the program will be acknowledged in all communications products, including publications, public information releases, advertising, promotional announcements, activities, speeches, lectures, interviews, ceremonies and website materials, related to this program, including on permanent signage.
- 100 More Homes is encouraged and shall try to identify, apply for, and receive other funding sources. There is understanding that relevant grant opportunity availability is outside the control of 100MH.
- 100 More Homes may not use funding for retroactive activities, expenses, and/or accumulated deficits or debts. It may not be used to pay for services/programs of a 100MH member organization.
- Should 100 More Homes not fully expense allocated dollars during the course of a calendar year they must disclose that amount to the City and RDOS and seek approval to carry those funds forwards to the next calendar year.
- New members may join 100MH during the course of this MOU. To join 100MH, there must be a strong consensus among existing 100MH members to approve the new member to join 100MH (see 100MH's Terms of Reference).

## 5. DURATION OF, CHANGING, AND ENDING THIS MOU

This MOU shall be for three (3) years. It shall be from January 1, 2026 to Dec 31, 2028. City and RDOS staff shall review the MOU approximately every twelve (12) months with 100 More Homes and UWBC.

The City or RDOS or 100MH or UWBC may request a change or amendment to this MOU. The request must be made in writing and should be provided a minimum of forty (40) business days prior to the party wishing for the change to become effective. The City, RDOS and 100MH/UWBC will work cooperatively and in good faith to come to consensus on the change(s). The City, RDOS and/or 100MH/UWBC with a minimum of six-months (6) calendar months' notice, may leave this MOU. The party must provide written notice to the other party.

## 6. CONTACTS

Should any party wish to contact the **CITY OF PENTICTON**, they shall contact:

Social Development  
 City of Penticton  
 171 Main Street  
 Penticton, BC  
 V2A 5A9  
 250.490.2400  
 Anthony.haddad@penticton.ca / [Julie.czeck@penticton.ca](mailto:Julie.czeck@penticton.ca)  
 ATTN: Anthony Haddad / Julie Czeck

Should any party wish to contact the **RDOS**, they shall contact:

Regional District of Okanagan-Similkameen  
101 Martin Street  
Penticton, BC  
V2A 5A9  
250.492.0237  
[Jzaffino@rdos.bc.ca](mailto:Jzaffino@rdos.bc.ca) / [communications@rdos.bc.ca](mailto:communications@rdos.bc.ca)  
ATTN: Jim Zaffino / Joanne Malar

Should any party wish to contact the **UWBC**, they shall contact:

4543 Canada Way,  
Burnaby, BC  
V5G 4T4  
236.766.0623  
[naomiw@uwbc.ca](mailto:naomiw@uwbc.ca)  
ATTN: Naomi Woodland

Should any party wish to contact **100 MORE HOMES**, they shall contact:

Current Chair\*  
100 More Homes c/o OneSky Community Resources  
330 Ellis Street  
Penticton, BC  
V2A 4L7  
250.492.5814  
ATTN: Tanya Behardien

\*The chair, at the time of signing this MOU, is Tanya Behardien, executive director of OneSky Community Resources. It is recognized by all parties that 100 More Homes uses a system where the chair role is re-visited on an annual basis so during the course of this MOU, the 100 More Homes chair may change. 100 More Homes will provide timely contact information for the current 100 More Homes' chair to the City of Penticton and other parties.

## **7. DISPUTE RESOLUTION**

Should a conflict/dispute arise related to this MOU, it is in the interest of all parties of the MOU to resolve the conflict/dispute as quickly and respectfully as possible. The organization/party with the concern should work directly with the organization/party in which it has a concern. If the matter cannot be reasonably resolved between the two organizations/parties, the organization/party with the concern shall hire and bear the costs of a mediator to resolve the conflict/dispute. All organizations/parties agree to participate in a reasonable mediation process.

**8. EXECUTION OF MOU**

No legal rights or obligations shall be created or arise until Penticton City Council, RDOS Board, and UWBC have approved this MOU, and the appropriate signing authorities have signed this MOU. This MOU will not become effective until a minimum of three (3) signing authorities from each party have signed the MOU. The City and RDOS will not release any funding until the City and RDOS is provided evidence that that UWBC have completely signed and filed their organization’s paperwork . Time is of the essence to have the MOU fully signed and executed and to begin implementing the initiative(s). UWBC shall sign this MOU first; the RDOS shall sign the MOU second, and the City shall sign the MOU last.

**9. SIGNATURES**

The **CORPORATE SEAL OF CITY OF PENTICTON** was hereunto affixed in the Presence of its duly authorized signatories:

\_\_\_\_\_  
DATE:  
Mayor  
City of Penticton  
Date:

**COUNCIL APPROVED**  
Res. No.:

\_\_\_\_\_  
Angie Collison  
Corporate Officer  
City of Penticton  
Date:

The **REGIONAL DISTRICT OF THE OKANAGAN-SIMILKAMEEN** was hereunto affixed in the Presence of its duly authorized signatories:

\_\_\_\_\_  
Name  
Board Chair  
RDOS  
Date:

\_\_\_\_\_  
Tracey Batten  
Corporate Officer  
Regional District of the Okanagan-Similkameen  
Date:

**UWBC** by its authorized signatories:

---

Kim Winchell  
Chief Impact and Program Officer  
United Way British Columbia (UWBC)  
[kimw@uwbc.ca](mailto:kimw@uwbc.ca)  
Date:

## APPENDICES

### APPENDIX A: KEY PERFORMANCE INDICATORS (KPIs) TO BE INCLUDED IN REPORTS -

*Purpose:* Identify the minimum KPIs to be reported to the City and RDOS on a quarterly and annual basis.

- KPIs are in development and will be co-created with community partners and shared with agreement partners within 3 months of signing the MOU and reported back at the initial bi-annual meeting
- Potential Measurable KPIs include:
  - Number of community engagement sessions hosted by 100MH
  - Number of attendees at those sessions
  - List of completed projects/initiatives by 100MH each year (include % progress indicators, like 50% complete or 75% complete, for longer-term projects)
  - Number of people on local housing waitlists
  - Number of new non-profit homes added to local inventory each year (new development or acquisitions)
  - Number of informational materials produced (videos, reports, presentations, etc.)
  - Number of visits to the 100MH social media or website
  - PiT count data (as available)
  - Number of organizations represented at 100MH steering committee

KPIs will be developed under the 100MH strategic priority categories:

1. *Governance – coordination and convening:*
2. *Housing & Policy Development:*
3. *Emergency Response Supports:*
4. *Community Coordination:*
5. *Data Management & Evidence Based Policy - Vacancy Matching and Coordination of Resources:*
6. *Communications and Public Engagement:*

Reporting is critical in ongoing performance review of the MOU arrangements, and funding is reliant on results shown.

Collation of this data is contingent on community partners engaging in a data sharing agreement and process with 100 More Homes.

**Appendix B: Reporting and Payment Schedule**

Date	Reporting	City Payment	RDOS Payment	Evidence required
Jan 1, 2026	n/a	\$60,000	\$40,000	Signed MoU
Jul 1, 2026	Bi-annual report	\$60,000	\$40,000	Report showing budget to actuals
Jan 1, 2027	Annual report	\$60,000	\$40,000	Report showing budget to actuals
Jul 1, 2027	Bi-annual report	\$60,000	\$40,000	Report showing budget to actuals
Jan 1, 2028	Annual report	\$60,000	\$40,000	Report showing budget to actuals
Jul 1, 2028	Bi-annual report	\$60,000	\$40,000	Report showing budget to actuals
Dec 31, 2028	Annual report	n/a	n/a	Report showing budget to actuals
	<b>Total contribution over 3 years</b>	<b>\$360,000</b>	<b>\$240,000</b>	

If any budget allocation is unspent in a payment period those funds will be carried forward to the following payment period; any unspent funds that have been forwarded to UWBC and identified at the end of a calendar year must be deducted from the following due payment.

UWBC will provide a budget to actuals report for the City and RDOS within 30 days of the end of the funding period to support financial accountability and tracking.