# Community Housing Policy
## A Tool to Protect Both People and Properties

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# Benefits of a Housing Policy

- Confirms how programs and services are provided
- Defines roles and responsibilities
- Details the processes followed to ensure all applicants and occupants are treated equally
- Protects the bands' financial investment
- Provides direction on property management issues such as occupant damage, arrears, vacancies, etc.

# A Policy Will Work When:

- It is current and relevant to the community
- Has been developed with community input
- Reflects the current practices of staff
- There are sufficient resources to implement and enforce the policy
- Includes time sensitive procedures and real and enforceable consequences for policy violations
- Staff and leadership are familiar with and supportive of the policy

# Review the Existing Policy

- Does the policy support the community housing goals?
- Does it include all programs and services?
- Does the policy match current practices?
- Does the policy consider other departments?

# Identify Deficiencies and Gaps

- Identify the policy items that need to be enhanced or added
- Ensure the policy includes procedures that are time sensitive and can be managed by staff
- Provide opportunities for people to learn about the policy (i.e. occupants, staff, leadership, membership)
- Confirm whether the band has the resources to enforce a policy (human and financial)

# Revise the Policy

- Dedicate the time and effort required to complete revisions
- Involve other departments when revising the policy
- Develop a separate section for each housing program (i.e. rental, low income, market or homeownership, Elders programs, renovations etc)
- Include real and enforceable consequences for policy violations

# Education and Support

- Confirm leadership's understanding and support for the policy
- Share information with band members on how the policy will be enforced
- Plan how to educate the occupants on the policy
- Continue to promote and demonstrate the benefits of the policy

# Final Thoughts

- View the policy process as an investment not a burden
- Don't wait for someone else to do it otherwise it may never happen
- Use a team approach
- Communicate with Council on a regular basis so they are aware of the process, reasons for policy changes, time frames, and costs
- Incorporate community involvement whenever possible
- Use common sense; not everything must be in the policy
- Review and revise the policy on a regular basis