



2001-2002 Transition Home Survey

Confidential when completed

Collected under authority of Statistics Act, Revised Statutes of Canada, 1985, Chapter S19.

Version française disponible

**Please complete and return by
May 15, 2002**

Please make any corrections to the address label here:

Name of organization
Postal Address
City, Province
Postal Code

PURPOSE OF THE TRANSITION HOME SURVEY:

The purpose of the Transition Home Survey is to collect data on residential services for abused women and their children during the previous twelve months of operation, as well as to provide a one-day "snapshot" of the clientele being served on a specific date. The Transition Home Survey is distributed across Canada to all residential agencies serving women victims of family violence. While participation in this survey is voluntary, your cooperation is important to ensure that the information collected in this survey is as accurate and as comprehensive as possible. The information collected will be useful to service providers, non-profit organizations and governments in developing programs, policies and services for abused women and their children.

SECTION 1 - FACILITY PROFILE : AS OF NOON APRIL 15, 2002

PLEASE READ THE ATTACHED GUIDEBOOK FOR INSTRUCTIONS AND DEFINITIONS BEFORE COMPLETING THE QUESTIONNAIRE.

FACILITY:

1. Please indicate which best describes your facility.

Check only one. If there is more than one facility, for example a transition house and a second stage house, please complete two questionnaires.

REFER TO GUIDEBOOK FOR DEFINITIONS

- 1 Transition House
 - 2 Second Stage Housing
 - 3 Safe Home Network
 - 4 Satellite
 - 5 Women's Emergency Centre
 - 6 Emergency Shelter
 - 7 Rural Family Violence Prevention Centres (Alberta only)
 - 8 Interim Housing (Manitoba only)
 - 9 Family Resource Centre (Ontario only, residential)
 - 10 Other (please specify)
- (a) _____

2. What is the total number of beds within your facility?
(Count each bed, child's bed and crib. Do not count emergency beds [e.g., cots, sofas, sleeping bags, etc.] unless funded or licensed).

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AREA:

3. Please indicate the area(s) your facility serves (**Check all that apply**).

- 1 Urban/suburban (1,000 or more people)
- 2 Rural/Village (less than 1,000 people)
- 3 Reserve

For Office Use Only

Date Received			Edited			Keyed			FSC
D/D	M/M	Y/Y/Y/Y	D/D	M/M	Y/Y/Y/Y	D/D	M/M	Y/Y/Y/Y	

4. Is your facility owned or operated by a band council? (Band council refers to a group of representatives elected by the on-reserve residents of the community.)

Yes No

- a) Owned by a band council? 1 2
- b) Operated by a band council? 1 2

5. Is your facility located on a reserve?

1 Yes
2 No

SERVICES

6. Please indicate all services **your facility** provides on a regular basis to residents (column 1), to non-residents (column 2) and to ex-residents (column 3). If your facility does not distinguish between non-residents and ex-residents please use the non-resident column (column 2). In column 4, please indicate all services provided **by other agencies** to residents of your facility. (**Check all that apply**):

Services provided by your facility to			Services provided by other agencies to your residents	Not applicable
Residents of your facility	Non-residents of your facility	Ex-residents of your facility		

A) Services for Women

- | | | | | | |
|---|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| 1) Individual short-term counselling | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| 2) Individual long-term counselling | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| 3) Group counselling | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| 4) Family counselling programs (includes mother, child(ren) and partner) | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| 5) Addiction counselling (e.g., information or support) | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| 6) Crisis telephone line (staffed 24-hour line) | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| 7) Medical services (e.g., information or support) | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| 8) Mental health services (e.g., information or support) | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| 9) Legal services (e.g., information or support, paralegal services) | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| 10) Financial assistance or welfare (e.g., information or support) | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| 11) Life skills (e.g., banking, groceries, day-to-day management) | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| 12) Job training or employment search | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| 13) Parenting skills | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| 14) Housing referral | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| 15) Culturally sensitive services for Aboriginal women | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| 16) Culturally sensitive services for ethno-cultural and visible minority women | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| 17) Lesbian sensitive services | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |
| 18) Services for women with disabilities | 1 <input type="radio"/> | 2 <input type="radio"/> | 3 <input type="radio"/> | 4 <input type="radio"/> | 5 <input type="radio"/> |

SERVICES (Continued)

Services provided by your facility to			Services provided by other agencies to your residents	Not applicable
Residents of your facility	Non-residents of your facility	Ex-residents of your facility		

A) Services for Women

- 19) Recreation services 1 2 3 4 5
- 20) Advocacy on behalf of women 1 2 3 4 5
- 21) Specialized services for older women (55+) 1 2 3 4 5
- 22) Other services for women (*please specify*)
- a) 1 2 3 4 5
- b) 1 2 3 4 5
- c) 1 2 3 4 5

B) Services for Children

- 23) Individual counselling 1 2 3 4 5
- 24) Group counselling or support 1 2 3 4 5
- 25) Programs for child witnesses or victims of abuse (e.g., play therapy) 1 2 3 4 5
- 26) Culturally sensitive services for Aboriginal children 1 2 3 4 5
- 27) Culturally sensitive services for ethno-cultural and visible minority children 1 2 3 4 5
- 28) School classes or tutoring for children 1 2 3 4 5
- 29) Child protection or family services 1 2 3 4 5
- 30) Supervised visiting for non-resident parent 1 2 3 4 5
- 31) Baby-sitting services 1 2 3 4 5
- 32) Outdoor recreation spaces for children 1 2 3 4 5
- 33) Indoor recreation spaces for children 1 2 3 4 5
- 34) Temporary placement of children without parents 1 2 3 4 5
- 35) Other services for children (*please specify*)
- a) 1 2 3 4 5
- b) 1 2 3 4 5
- c) 1 2 3 4 5

C) Services for Abusive Partners

- 36) Treatment or counselling services 1 2 3 4 5
- 37) Other (*please specify*)
- a) 1 2 3 4 5
- b) 1 2 3 4 5
- c) 1 2 3 4 5

SERVICES (Continued)

Services provided by your facility to			Services provided by other agencies to your residents	Not applicable
Residents of your facility	Non-residents of your facility	Ex-residents of your facility		

D) General Services

38) Information	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
39) Public education or prevention	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
40) Outreach programs	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
41) Advocacy	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
42) Political or social action (e.g., writing letters to politicians, marches, protesting)	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
43) Help with pet accommodation	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
44) Food bank	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
45) Clothing items	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
46) Furniture items	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
47) Transportation/accompaniment	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
48) Other (please specify)					
a) _____	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
b) _____	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>
c) _____	1 <input type="radio"/>	2 <input type="radio"/>	3 <input type="radio"/>	4 <input type="radio"/>	5 <input type="radio"/>

ACCESSIBILITY:

7. In what languages can your facility provide services?

Include staff, volunteers or others who can **verbally communicate** in the languages listed or that you specify.

(Check all that apply)

English	1 <input type="radio"/>
French	2 <input type="radio"/>
Arabic	3 <input type="radio"/>
Chinese	4 <input type="radio"/>
Cree	5 <input type="radio"/>
Dutch	6 <input type="radio"/>
German	7 <input type="radio"/>
Greek	8 <input type="radio"/>
Inuktituk	9 <input type="radio"/>
Italian	10 <input type="radio"/>
Ojibway	11 <input type="radio"/>
Polish	12 <input type="radio"/>
Portuguese	13 <input type="radio"/>
Punjabi	14 <input type="radio"/>
Spanish	15 <input type="radio"/>
Tagalog (Philipino)	16 <input type="radio"/>
Ukrainian	17 <input type="radio"/>
Vietnamese	18 <input type="radio"/>
Other language(s) (please specify)	19 <input type="radio"/>
a) _____	
b) _____	

<p>8. Is at least one of your building entrances wheelchair accessible? (e.g., access ramps, street-level entrances, automatic or easy-to-open doors, etc.)</p>	<p>1 <input type="radio"/> Yes</p> <p>2 <input type="radio"/> No ➤ Go to Question 11</p>												
<p>9. Are any bedrooms within your facility wheelchair accessible? (e.g., widened doorways, automatic or easy-to-open doors, etc.)</p>	<p>1 <input type="radio"/> Yes</p> <p>2 <input type="radio"/> No</p>												
<p>10. Are any bathrooms within your facility wheelchair accessible? (e.g., widened doorways, grab bars, automatic or easy-to-open doors, etc.)</p>	<p>1 <input type="radio"/> Yes</p> <p>2 <input type="radio"/> No</p>												
<p>11. Does your facility have services for people who are deaf or hearing impaired, such as:</p>	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 10%; text-align: center;">Yes</th> <th style="width: 10%; text-align: center;">No</th> </tr> </thead> <tbody> <tr> <td>a) TTY/TDD? (Teletypewriter, Telephone Device for Deaf) _____</td> <td style="text-align: center;">1 <input type="radio"/></td> <td style="text-align: center;">2 <input type="radio"/></td> </tr> <tr> <td>b) Sign language communication or interpretation? _____</td> <td style="text-align: center;">1 <input type="radio"/></td> <td style="text-align: center;">2 <input type="radio"/></td> </tr> <tr> <td>c) Other services? _____</td> <td style="text-align: center;">1 <input type="radio"/></td> <td style="text-align: center;">2 <input type="radio"/></td> </tr> </tbody> </table>		Yes	No	a) TTY/TDD? (Teletypewriter, Telephone Device for Deaf) _____	1 <input type="radio"/>	2 <input type="radio"/>	b) Sign language communication or interpretation? _____	1 <input type="radio"/>	2 <input type="radio"/>	c) Other services? _____	1 <input type="radio"/>	2 <input type="radio"/>
	Yes	No											
a) TTY/TDD? (Teletypewriter, Telephone Device for Deaf) _____	1 <input type="radio"/>	2 <input type="radio"/>											
b) Sign language communication or interpretation? _____	1 <input type="radio"/>	2 <input type="radio"/>											
c) Other services? _____	1 <input type="radio"/>	2 <input type="radio"/>											
<p>12. Does your facility have services for people who are blind or visually impaired, such as:</p>	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 10%; text-align: center;">Yes</th> <th style="width: 10%; text-align: center;">No</th> </tr> </thead> <tbody> <tr> <td>a) Braille reading materials? _____</td> <td style="text-align: center;">1 <input type="radio"/></td> <td style="text-align: center;">2 <input type="radio"/></td> </tr> <tr> <td>b) Large print reading materials? _____</td> <td style="text-align: center;">1 <input type="radio"/></td> <td style="text-align: center;">2 <input type="radio"/></td> </tr> <tr> <td>c) Other services? _____</td> <td style="text-align: center;">1 <input type="radio"/></td> <td style="text-align: center;">2 <input type="radio"/></td> </tr> </tbody> </table>		Yes	No	a) Braille reading materials? _____	1 <input type="radio"/>	2 <input type="radio"/>	b) Large print reading materials? _____	1 <input type="radio"/>	2 <input type="radio"/>	c) Other services? _____	1 <input type="radio"/>	2 <input type="radio"/>
	Yes	No											
a) Braille reading materials? _____	1 <input type="radio"/>	2 <input type="radio"/>											
b) Large print reading materials? _____	1 <input type="radio"/>	2 <input type="radio"/>											
c) Other services? _____	1 <input type="radio"/>	2 <input type="radio"/>											
<p>MALE YOUTH:</p> <p>13. How does your facility handle the admission of male youth?</p> <p>(Check only one)</p>	<p>1 <input type="radio"/> Male youth are admitted up to an age limit. ➤ Go to Question 14</p> <p>2 <input type="radio"/> Male youth may be admitted up to an age limit, but each case is reviewed individually before deciding whether or not to admit. ➤ Go to Question 14</p> <p>3 <input type="radio"/> There is no age limit, but each case is reviewed individually before deciding whether or not to admit. ➤ Go to Question 15</p> <p>4 <input type="radio"/> Not applicable (facility does not accept any children). ➤ Go to Question 17</p>												
<p>14. What is the age limit?</p>	<div style="border: 1px solid black; width: 80px; height: 20px; margin-left: auto; margin-right: auto;"></div>												
<p>15. Does your facility refer male youth elsewhere?</p>	<p>1 <input type="radio"/> Yes</p> <p>2 <input type="radio"/> No ➤ Go to Question 17</p>												
<p>16. To whom or to what type of organization does your facility refer male youth?</p> <p>(Check all that apply)</p>	<p>1 <input type="radio"/> Youth shelter</p> <p>2 <input type="radio"/> Social services/child protection services</p> <p>3 <input type="radio"/> Family service centre</p> <p>4 <input type="radio"/> Youth centre</p> <p>5 <input type="radio"/> Family or friends</p> <p>6 <input type="radio"/> Other organization type <i>(please specify)</i></p> <p>a) _____</p> <p>b) _____</p> <p>c) _____</p>												

SECTION 2 - RESIDENT PROFILE AS OF NOON ON APRIL 15, 2002

The purpose of this section (Questions 17 – 20) is to obtain a **one-day snapshot** of the clientele being served on a particular day in the year (i.e., April 15, 2002). Appreciating that a number of residents to whom space has been assigned may be temporarily absent on April 15, 2002, please include all **admitted** residents when completing the following questions including those who are temporarily absent.

17. For each adult woman residing in your facility **as of noon on April 15, 2002**, please indicate the reason(s) she came to your facility.

Counting as many as apply for each adult resident, indicate the number of women who came to your facility for each of the reasons listed. For example, if you have 10 adult residents on April 15, 2002, and all of them came because of physical abuse and threats write "10" in each of these two categories. If 5 of these 10 women also came because their child(ren) were physically abused, write "5" in the category "protection of her child(ren) - physical abuse".

Please ensure that only the women are counted. Do not count the children in this question.

Abuse:

	Number
Physical abuse	1
Sexual abuse	2
Financial abuse	3
Emotional/Psychological abuse	4
Threats	5
Harassment	6
Protection of her child(ren):	7a)
Physical abuse	7b)
Sexual abuse	7c)
Threats	7d)
Psychological abuse	7e)
Neglect	7f)
Witnessing abuse of mother	8a)
Other abuse (please specify)	8b)
	8c)
	9a)
Reasons other than abuse:	
Housing problems	
Housing emergency (e.g., had to leave last home because of eviction or damage caused by fire, flood or natural disaster)	9b)
Unable to find affordable housing	9c)
Short-term housing problem (e.g., on list for subsidized housing or waiting to move but unable to secure housing in the meantime)	10
Mental health problems	11
Drug and alcohol addiction	12a)
Other (please specify)	12b)
	12c)
	13
Reason unknown/Don't know	

Number of residents (women and children) on April 15, 2002

18. Of the total number of residents in your facility as of noon on April 15, 2002, how many women and accompanying children were there **primarily** because of **ABUSE**?

(Enter "0" if there were none. Count each woman and child only ONCE.)

	Women	Children	Total
1		2	3

19. Of the total number of residents in your facility as of noon on April 15, 2002, how many women and accompanying children were there for reasons **OTHER THAN ABUSE** (e.g. housing problem)?

(Enter "0" if there were none. Count each woman and child only ONCE.)

	Women	Children	Total
1		2	3

20. Please indicate the **TOTAL** number of women and children who were residing in your facility as of noon April 15, 2002.

(Enter "0" if there were none. Count each woman and child only ONCE.)

	Women	Children	Total
1		2	3

For information only

SECTION 3 - QUESTIONS 21 to 23 APPLY ONLY TO PEOPLE WHO ARE RESIDING IN YOUR FACILITY AS OF NOON APRIL 15, 2002 AND CAME PRIMARILY BECAUSE OF ABUSE (See Question 18)

Characteristics:

21. As of noon on April 15, 2002, indicate the number of residents from abusive situations in each of the following age groups (*Count each woman and child only once*):

a.	Age categories of women	Number of women	Age categories of accompanying children	Number of Female Children	Number of Male Children
			1		11
	15-19 years		Under 1 year		
		2		12	21
	20-24 years		1-4 years		
		3		13	22
	25-29 years		5-9 years		
		4		14	23
	30-34 years		10-12 years		
		5		15	24
	35-44 years		13-15 years		
		6		16	25
	45-54 years		16-18 years		
		7		17	26
	55-64 years		19-24 years		
		8		18	27
	65 years +		25-29 years		
		9		19	28
	Age unknown		Age unknown		
		10		29	
	Total Women (Should equal total number of women in Question 18)		Total Children (Should equal total number of children in Question 18)		

b. Number of women (<i>Count each woman only once</i>):	Number
a) Admitted with their children	1
b) Admitted without their children	2
c) Who have no children or parenting responsibilities	3
d) Facility doesn't know if they have children or parenting responsibilities	4
e) Total (Should equal total number of women in Question 18)	5

c. Number of residents with: [Count each woman and child as often as applies. Include residents with permanent and temporary physical disabilities (e.g., someone on crutches due to a broken leg)]	Women	Children
a) Mobility disabilities	1	9
b) Visual disabilities	2	10
c) Hearing disabilities	3	11
Other disabilities (specify):	4	12
d) _____	5	13
e) _____	6	14
f) _____	7	15
g) No disabilities	8	16
h) Don't know		

Relationship to abuser:

22. As of noon April 15, 2002, please indicate the relationship between each woman resident and her abuser. (**Count each woman only once. Do not include children**):

- a) Spouse (legally married)
- b) Common-law partner
- c) Ex-spouse or ex-common-law partner
- d) Dating relationship (couples who do not live together)
- e) Ex-dating relationship
- f) Relative (parent, child, other)
- g) Friend or acquaintance
- h) Caregiver (a non-relative responsible for taking care of the victim full or part-time. Caregivers who are also relatives should be categorized as "relative")
- i) Authority figure (professor, employer, person in a position of trust)
- j) Other (please specify) _____
- k) Don't know
- l) **Total (Should equal total number of women in Question 18)**

Number	
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	

Involvement of the criminal justice system in the most recent abusive situation

This question refers to the most recent abusive situation for which the woman was admitted to your facility. It DOES NOT refer to previous incidents of abuse for which the police may have been involved.

23. As of noon on April 15, 2002, please answer the following questions in relation to the involvement of the criminal justice system for the **most recent abusive situation** of each woman (**Enter "0" if there were none.**)

In how many cases:	Yes (number)	No (number)	Don't know (number)	Total (Should equal total number of women in Question 18) (number)
a) was the incident reported to police?	1	2	3	4
b) were charges laid against the abuser (e.g., by the woman, police or crown)?	1	2	3	4
c) was an order obtained for the abuser to stay away (peace bond, restraining order, undertaking to keep the peace and have good conduct, conditions of probation, emergency intervention order, emergency protection order, victim's assistance order, order to abstain from persistently following a person about from place to place, etc.)?	1	2	3	4

QUESTIONS 24 TO 27 APPLY TO DEPARTURES AND TURNAWAYS THAT OCCURRED BETWEEN MIDNIGHT AND NOON ON APRIL 15, 2002.

Departures:

24. How many women and children departed from your facility between midnight and noon on April 15, 2002?

- Women
- Children
- Total Departures**

Number	
1	
2	
3	

If total departures equals ZERO Go to Question 26

25. Upon departure where did the **women** go? This question refers to departures between midnight and noon on April 15, 2002. (**Count each woman only once. Do not count the children in this question.**)

	Number
a) Returned to spouse/common-law partner	1
b) Returned home without spouse/common-law partner	2
c) Second stage housing	3
d) Another emergency shelter	4
e) Out of province/territory shelter	5
f) New accommodation without spouse/common-law partner	6
g) Living with friends or relatives	7
h) Hospital	8
i) Residential services (e.g., group home, hostel, detox centre, addictions, rehabilitation centre or other adult care facility)	9
Other (specify)	10
j) _____	11
k) _____	12
l) _____	13
m) Unknown	
n) Total (Should equal number of women in Question 24)	14

Turn-aways:

26. How many women and children were turned away from your facility between midnight and noon on April 15, 2002?

	Number	
Women	1	If total turn-aways equals ZERO, Go to Question 28
Children	2	
Total Turn-aways	3	

27. Please list the reason(s) women and children were turned away.

(Check all that apply)

- 1 Shelter was full
- 2 Alcohol and drug issues
- 3 Mental health issues
- 4 Under age without parent
- 5 Non-admit or caution list
- 6 Other (please specify)

- a) _____
- b) _____
- c) _____

SECTION 4 - SERVICES FOR NON-RESIDENTS AND EX-RESIDENTS

The purpose of this section is to obtain information on contacts for assistance from non-residents and ex-residents. Question 28 deals with contacts **on the day of April 15, 2002** and contacts for an **average month**.

28. Please report the number of phone, letter, e-mail, fax, walk-in or other contacts received from **non-residents** and **ex-residents**. This includes outreach services. *(Enter "0" if there were none. Count each contact for assistance.) (Refer to Guidebook for Definitions)*

	a) Contacts on April 15, 2002	b) Contacts for an average month
Housing related (e.g. crisis, needs housing because of abuse; housing problem, non-abuse, etc.)	1 <input type="text"/>	1 <input type="text"/>
Other (non-housing related) (e.g. crisis, needs medical help; general information; emotional support; etc.)	2 <input type="text"/>	2 <input type="text"/>
TOTAL	3 <input type="text"/>	3 <input type="text"/>

Outreach work: (REFER TO GUIDEBOOK FOR DEFINITIONS)

29. How many hours per week are dedicated to doing outreach?
(Please note, if there are 3 staff each doing 20 hours of outreach work a week this would equal 60 hours. Include paid staff, volunteers and others.)

	hours per week
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SECTION 5 - ANNUAL INFORMATION

The purpose of Sections 5 and 6 is to obtain annual information on admissions, physical repairs and improvements, and revenues and expenditures for your residential facility. This information is to be provided for the 12-month period ending March 31, 2002 or your own 12-month fiscal period. A space is provided for you to specify the 12-month reference period used.

Reference Period. Please specify the 12-month period used in providing information for Sections 5 and 6:

From:

D/D	M/M	Y/Y/Y/Y
<input type="text"/>	<input type="text"/>	<input type="text"/>

 To:

D/D	M/M	Y/Y/Y/Y
<input type="text"/>	<input type="text"/>	<input type="text"/>

30. Please indicate the total number of admissions during the reference period (between April 1, 2001 and March 31, 2002 or during your own 12-month fiscal period if March 31, 2002 is not your fiscal year end).

(Enter "0" if there were none):

Number of women

Number of children

Total admissions

Number	
1	<input type="text"/>
2	<input type="text"/>
3	<input type="text"/>

Adult Males:

Questions 31 to 35 refer to adult men, 15 years of age and over, who were admitted to a facility with or without their dependent children. These questions refer to the time period between April 1, 2001 and March 31, 2002 or during your own 12-month fiscal period if March 31, 2002 is not your fiscal year end. **(DO NOT include adult men who were admitted with a parent.)**

31. Does your facility have a policy on admitting adult men with or without children?

(Check only one)

- 1 Policy allows adult men to be admitted
- 2 Policy does not allow adult men to be admitted
- 3 There is no facility policy on admitting adult men

➤ **Go to Question 36**

32. During the reference period (between April 1, 2001 and March 31, 2002 or during your 12-month fiscal period if March 31, 2002 is not your fiscal year end), how many adult men were admitted to your facility? *(If no men were admitted, enter "0")*

Number of men

SECTION 5 - ANNUAL INFORMATION (continued)

33. During the reference period, were any adult men admitted for reasons of abuse?
 1 Yes
 2 No

34. During the reference period, how many adult men were admitted to your facility for reasons of abuse? *(If no men were admitted, enter "0")*
 Number of men

35. During the reference period, of those adult men admitted for reasons of abuse, how many were victims of family violence? *(If no men were admitted, enter "0")*
 Number of men

Physical repairs or improvements:

The purpose of Questions 36 to 39 is to collect information on physical repairs or improvements that have been made to your facility during the reference period (between April 1, 2001 and March 31, 2002 or during your own 12-month fiscal period if March 31, 2002 is not your fiscal year end). In this section, do not include funds received from Canada Mortgage and Housing Corporation (CMHC) for the construction of new units.

DO NOT INCLUDE REGULAR MAINTENANCE WHEN RESPONDING TO THESE QUESTIONS. Regular maintenance refers to painting, repairing leaky faucets, furnace cleaning, etc.

36. Have any physical repairs or improvements been made to your facility during the reference period?
 1 Yes
 2 No ➤ **Go to Question 40**

37. What types of physical repairs or improvements have been made to your facility during the reference period?
 1 Major
 2 Minor
 3 Structural Improvements
(Check all that apply)

Major refers to defective plumbing or electrical wiring, structural repairs to walls, floors or ceilings, etc. In other words, there is a legal necessity to make these repairs so that your facility is in accordance with municipal building codes. These repairs are deemed essential for safety reasons and for meeting municipal standards.

Minor refers to missing or loose floor tiles, bricks or shingles, defective steps, railing or siding, etc.

Structural improvements refers to improvements not required for safety reasons or meeting municipal standards, such as making rooms wheelchair accessible, adding a new security system, adding ramps, adding an outside play area for children, creating a ventilated inside smoking area.

38. How were the physical repairs or improvements made during the reference period funded?
(Check all that apply)
 1 Shelter enhancement program (CMHC)
 2 Other federal department funding
 3 Provincial or Territorial government funding
 4 Joint Federal/Provincial/Territorial agreement funding
 5 Regional/Municipal government funding
 6 Fundraising
 7 Donations
 8 Other *(please specify)*
 a) _____
 b) _____

39. How much did the physical repairs or improvements made during the reference period cost?
(If the exact cost is not available please provide an accurate estimate)
 a) Exact
 b) Estimate
 c) Don't know 3

SECTION 6 - REVENUES AND EXPENDITURES

The purpose of Questions 40 to 42 is to collect information on the revenues and expenditures of your facility for the reference period (between April 1, 2001 and March 31, 2002 or during your own 12-month fiscal period if March 31, 2002 is not your fiscal year end).

40. REVENUES - Please report the amounts received from each of the following sources of funding in addition to the total revenue for your facility. *(You can provide either estimated or audited year end figures. Please round figures to the nearest dollar [e.g. \$457 rather than \$457.25].)*

	\$
1) Department of Indian Affairs and Northern Development	1
2) Other federal departments	2
3) Provincial/territorial government - Housing	3
4) Provincial/territorial government - Social Services	4
5) Other provincial/territorial departments	5
6) Municipal government	6
7) Regional Authority	7
8) Foundations	8
9) Loans or grants for major repairs or improvements	9
10) United Way	10
11) Indian Bands	11
12) Resident fees	12
13) Provincial/territorial lotteries (includes the Associated Entities Fund in Saskatchewan, Bingos, Nevada tickets)	13
14) Donations (money only)	14
15) Fundraising	15
16) Other (please specify)	16a
a) _____	16b
b) _____	17
17) Total annual facility revenues	17

41. EXPENDITURES - Please report the total annual expenditures for your facility, and the dollar amount of your total annual expenditures spent on the following: *(You can provide either estimated or audited year end figures. Please round figures to the nearest dollar [e.g. \$457 rather than \$457.25].)*

	\$
1) Salary costs (all salary and benefits, includes casuals and fee for service costs)	1
2) Rent (e.g., outreach offices)	2
3) Mortgage and taxes	3
4) Regular maintenance	4
5) Major repairs or improvements	5
6) Other housing costs (house insurance, utilities, furniture, etc.)	6
7) Administrative costs (e.g., staff and board insurance)	7
8) Staff training (includes conferences)	8
9) Office costs (office supplies, postage, etc.)	9
10) Direct client costs (food, supplies, transportation, and disbursements to residents)	10
11) Contributions to reserve fund (as required by CMHC)	11
12) Other (please specify)	12a
a) _____	12b
b) _____	13
13) Total annual facility expenditures	13

42. Are the revenue and expenditure figures that were provided in questions 40 and 41 based on:

(Check only one)

- 1 Estimated data
- 2 Audited financial data
- 3 Don't know

Issues and Challenges:

43. What would you identify as the top three issues or challenges facing your facility in the upcoming year?

- (1) _____
- (2) _____
- (3) _____

