

## Second Stage Transitional Housing (SSTH) New Build Project

### Creating a Project Vision

#### Who is This Document For?

This document is for organizations that have an idea for a second stage transitional housing project but are unsure of what should be included in the building. They are in the initial stages of creating a new project.

#### Why Do I Need a Project Vision?

Setting your Project Vision is a very important step in the development process. It outlines your overall project goals and what your team will be working towards bringing to fruition.

Creating a Project Vision ensures that everyone in your organization is on the same page. You want your Board of Directors, staff, volunteers, and partners to clearly understand the project's purpose, particularly when discussing the project with potential funders and other stakeholders. A unified vision also tells your consultants (architect, engineers, builder etc.) what the expected outcomes of the project are to ensure they can be implemented. By taking the time to set your priorities with your organization at the beginning of a project, you are setting your project up for success and helping to prevent conflicts, confusion, and wasted resources later.

#### What is a Project Vision?

A Project Vision is intended to be a short, helpful document that outlines the priorities of your new project. It can be easily shared and referred back to as your project progresses, and it can be edited throughout the development process if your organization's priorities change.

A Project Vision is made up of the following parts: context, the project's goal, principles, and objectives. The Project Vision is a standalone document. See [Appendix A](#) for an example of a Project Vision.

1. Offer **context** at the start of your Project Vision to provide a simple, clear backgrounder on your organization for the reader. It includes who your organization is, what your organization does and your current size, where you are located, and why you want to embark on this project.
2. Your Project Vision should include a clear **goal** that summarizes what the project is in one to two sentences. The context will involve key facts such as the type of facility (emergency, second stage, third stage, permanent), the number of units you want to build, the intended residents, and one or two key ideas or high-priority aspects of the project, such as a trauma-informed design.
3. The **principles** set the priorities for your project. They are the important themes that will inform what the proposed project will prioritize. Examples could be: Affordability; Safety and Security; Flexibility of Spaces; and Outdoor Green Space. Note that there are many priority areas or principles that you may want to focus on, but a building cannot encompass them all.
4. The **objectives** are directly related to the principles you have chosen. They provide further detail on how you plan to achieve the principles. For the previous examples of principles, the following objectives might be paired with each principle: enhanced security system; flexible units to accommodate different family sizes; and outdoor green space for residents with a child's play area and a separate, smaller space for staff.

#### How Do I Create a Project Vision?

If you'd like to create your own Project Vision, the SSTH New Build project team would be happy to support you. Please email [ssth@endvaw.ca](mailto:ssth@endvaw.ca) to be given access to our Project Vision materials and receive individualized support and guidance from the team.

## Appendix A – Project Vision Example

### Context

'Shelter Organization', established in 'Year' is a 12-bed emergency shelter in 'Town' for women and children fleeing violence.

In addition to emergency shelter, 'Shelter Organization' offers residents wraparound support and services, including 'Program X,' 'Program Y,' and 'Program Z.'

In 'Town,' the need for more affordable housing far exceeds the current supply. *Provide some details of the need.*

To meet this need, 'Shelter Organization' is interested in creating a new second stage transitional housing building to extend the service of care offered to women and children fleeing violence within the next five years.

### The Goal

'Shelter Organization' will create a new, ten- to 15-unit, trauma-informed second stage transitional housing project with wrap-around supports to house women and children fleeing violence.

### Strategic Objectives and Concept Principles

#### Principle 1: Affordability

- Charge low-level rents to residents to ensure affordability.
  - **Objective 1: Low Rent**
    - If residents are employed, charge rent-geared to income.
    - If residents are not employed, charge provincial shelter rates.

#### Principle 2: Safety & Security

- Ensure a safe and secure environment for residents and staff.
  - **Objective 1: Security System**
    - Include an enhanced security system with fob access and cameras.
  - **Objective 2: Confidentiality**
    - Create all offices to be confidential, with soundproofing.
  - **Objective 3: Enhanced Lighting**
    - Use natural and artificial light in areas that get dark.
  - **Objective 4: Secure Entrance**
    - Install a high fence (6 to 8 feet) around the perimeter of the building and include a single entry point with an intercom at the door.

#### Principle 3: Wrap-Around Services

- Include amenity spaces to provide comprehensive services and housing at one location.
  - **Objective 1: Program-Specific Spaces**
    - Incorporate spaces tailored to program needs including case management, housing support, health services, counselling, life skills, financial literacy, etc.
    - Include a community room with a community kitchen on site.
    - Include a children's playroom within sightline of another space, such as the community kitchen or shared laundry room.

- **Objective 2: On-Site Child Support**
  - Include a daycare or some type of child support on site.

#### **Principle 4: Flexibility of Spaces**

- Design units with flexibility to adapt to evolving needs.
  - **Objective 1: Unit Flexibility**
    - Create flexible units side-by-side to accommodate different family sizes (e.g. a two-unit and three-unit side by side that can change to a one-unit and four-unit).
  - **Objective 2: Housing Variety**
    - Include a range of room types and sizes for different housing stages, from studio units to four-bedroom units.

#### **Principle 5: Accessibility**

- Develop an accessible building for all individuals.
  - **Objective 1: Accessible Spaces**
    - Create a minimum of 20% fully accessible units and barrier-free spaces for the entire building.
    - Include accessibility considerations in the outdoor amenity spaces, such as raised garden beds.
  - **Objective 2: Culturally Sensitive Design**
    - Incorporate cultural elements and considerations into the design and programming to create a welcoming and inclusive environment for all residents, such as ceremony space, space for pipe ceremonies, and smudge-friendly design.