

**Ministry of International Trade**

**Corporate Initiatives and Multiculturalism Division**

**Chinese Historical Wrongs  
Legacy Initiative**

**Clan Association  
(Housing Needs Assessment)**

**Draft Project Plan**

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**Note:** *This project plan is provided for information purposes only. The Legacy Initiatives Advisory Council will review this draft and provide feedback to Government.*

## **1. Project Description**

This project addresses the Chinese Historical Wrongs Consultation Final Report recommendation to recognize the significance of the role of clan associations by examining the relationship between existing historic clan association buildings in British Columbia and the need for affordable housing.

The Ministry of International Trade (MIT) will manage an estimated \$100,000 contract for a professional inventory of clan buildings across the province and a feasibility analysis to identify options in regard to affordable housing. The contractor will be selected through an open invitation process (RFP on BC Bid) and is expected to have the work and final report completed by Fall 2015.

The Legacy Initiatives Advisory Council (Advisory Council) will serve in an advisory role and clan associations and other Chinese community organizations will be consulted in regard to the terms of reference and scope of the study.

The spirit of the Legacy Initiative is that we can learn from our historical past. The inspiration for this project is the known historical contribution of the clan associations in housing Chinese Canadian workers who were never reconciled with their own families in China because of discriminatory immigration laws.

Clan associations were a major source of assistance in the social, political and financial needs of early Chinese Canadians. This project recognizes that presently a key service of clan associations is the provision of affordable social housing for seniors.

## **2. Project Objectives**

The following are the objectives for the project:

- To create an inventory of historical clan association buildings in British Columbia.
- To collect, inventory and review any previous studies, assessments or plans for revitalizing clan association heritage buildings in British Columbia.

- To provide professional objective information regarding existing clan association buildings and their potential for use as affordable housing for seniors.
- To identify opportunities to revitalize clan association heritage buildings for affordable seniors' housing.

### **3. Project Scope**

#### **In Scope**

The scope of this project encompasses the following:

- Inventory of heritage clan association buildings throughout B.C.
- Assessment of heritage clan buildings for existing use and potential seniors housing use.
- Final report.
- Consultation.

#### **Out-of-Scope**

The following are not considered 'in scope' for this project:

- Capital and housing costs associated with renovations.
- Budget and resources for further housing development plans.

### **4. Project Plan**

#### **4.1 Project Process**

This project will involve working closely with the contractor to ensure that there is a process for planning and collaboration with partners, including the Advisory Council, clan associations throughout B.C. and other community stakeholders. The contractor will be responsible for managing community engagement and the consultation process with advisory support from the Advisory Council.

#### **4.2 Project Organization**

The organizational structure for this project is as follows:

**Project Sponsor:** Deputy Minister, MIT

**Project Advisors:** Advisory Council, seniors’ service organizations (TBC), Chinese clan associations (TBC), other Chinese historical associations

**Project Team:** MIT Project Manager, Contractor, Government Communications and Public Engagement

### 4.3 Project Components

The following are the key activities and deliverables for the project and the organization that is responsible.

Activity/Deliverable	Responsibility
Review of project plan	Advisory Council
Development and posting of RFP	MIT
Selection of contractor and announcement of initiative	MIT
Advice in regards to terms of reference and scope	Advisory Council, seniors’ service organizations and Chinese clan associations, other Chinese historical associations
Terms of reference and scope of study approved	MIT
Consultations with community partners as required	MIT and Advisory Council
Consultations as part of the study	Contractor
Final report prepared	Contractor

## 5. Partner Involvement

A number of partners outside MIT will be engaged with this project. As the project progresses, additional partners may be identified.

Partner	Involvement
Contractor	<ul style="list-style-type: none"> <li>Responsible for planning, consultations, analysis and preparation of the Final Report</li> </ul>
Advisory Council	<ul style="list-style-type: none"> <li>Receive project information and provide feedback</li> <li>Consult with community partners regarding study options and outcomes.</li> <li>Provide information to and receive feedback from the</li> </ul>

Partner	Involvement
	Chinese Canadian community
Clan associations, service organizations, and Chinese historical associations	<ul style="list-style-type: none"> <li>• Receive project information and provide feedback through the Advisory Council</li> <li>• Available for consultations</li> </ul>
Housing Policy Branch, Ministry of Natural Gas Development and Minister Responsible for Housing	<ul style="list-style-type: none"> <li>• Receive project information and provide feedback</li> </ul>
Government Communications and Public Engagement	<ul style="list-style-type: none"> <li>• Assist in external communication</li> <li>• Point of contact for any questions from the media or the public</li> </ul>

## 6. Project Management

The MIT Project Manager is responsible for managing all aspects of the project including:

- maintaining the overall project plan and monitoring and recording progress;
- organizing and conducting project team status meetings;
- preparing project status reports for the Advisory Council and Project Sponsor;
- identifying issues and making recommendations to the Advisory Council and the Project Sponsor;
- providing quality assurance for all documents and deliverables.

The MIT Project Manager is responsible for project communications within the project teams and other project partners. This includes keeping the teams up-to-date with project plans and progress.