

Name:Month/Year:

Do you need help because you do not read or speak English well?

YesNo

TransPerfect Code:

Re-Housing Plan (Monthly)

Through this monthly form, you and your case manager (CM) or housing search worker (HSW) will create a personal, step by step plan for you to find and keep stable housing.

How do you feel about your progress in finding your new home?

☹️

1

○

2

○

3

○

4

😊

5

How do you feel about your progress in saving money?

☹️

1

○

2

○

3

○

4

😊

5


To support your success, each adult in your family is required to spend <u>30 hours/week</u> on the activities in this plan.		
Look at last month's plan. What did you accomplish? (*List any incomplete actions with a new completion date*).	What actions will I take this month? (For next meeting, how will you report back on each action, what documents will you bring?)	What resources or referrals do I need? (Include specific referral contacts)
🏠 Finding My New Home	<input type="checkbox"/> Update my Housing Search Log and bring it to next month's appointment	
📈 Long Term Success: Saving 30% of Net Income		

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Other Key Areas: In this section you will choose other areas to work on that are important to your success finding and keeping stable housing. Examples: Credit Repair, ESOL or other classes, Career Center, Childcare vouchers, CORI sealing/legal services.

Look at last month's plan. What did you accomplish? (*List any incomplete actions with a new completion date*).	What actions will I take this month? (For next meeting how will you report back on each action, what documents will you bring?)	What resources and referrals do I need? (Include specific referral contacts)
 Meet weekly with my Case Worker		(Include name/contact if case is reassigned to a new Case Worker)
Other Goals		

I will complete the actions I agreed to in this plan. I will complete additional tasks that I agree to in Weekly Meeting Task Sheets this month. I understand each person 18 and older must spend 30 hours per week on the activities in this plan to help find stable housing (unless I have another amount of time approved by staff for reasonable accommodation of a disability or good cause).

I understand that the Re-Housing Plan is a work in progress and that I must work with staff to update it monthly. I understand that this work on my Re-Housing Plan is required to remain in shelter.

Date and Time of next Rehousing Plan meeting: _____

Participant Name: _____ Signature: _____ Date: _____

CM Name: _____ Signature: _____ Date: _____

HSW Name: _____ Signature: _____ Date: _____

Name:

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Examples: Use the examples below to help brainstorm ideas with your Case Manager or Housing Search Worker of how to meet your goals. These are only examples. Your plan will be unique to you.

Look at last month's plan. What did you accomplish? (*List any incomplete actions with a new completion date*).	What actions will I take this month? (For next meeting how will you report back on each action, what documents will you bring?)	What resources or referrals do I need? (Include specific referral contacts)
<p>🏠 Finding My New Home</p> <ul style="list-style-type: none"> Completed: Submitted CHAMP Application Did not complete: Reaching out to aunt in TX >> This month: Will call aunt on Thursday (2/22) and email progress report. 	<ul style="list-style-type: none"> Complete the CHAMP application. <i>Follow-up: Bring confirmation email*</i> Contact 7 landlords and complete a minimum of 4 housing applications. <i>Follow-up: Bring the housing search log to weekly check-in</i> 	<ul style="list-style-type: none"> Landlord leads list – names/phone #s Employment Services- name/email
<p>Long Term Success:</p> <p>🔑 Saving 30% of Net Income</p> <ul style="list-style-type: none"> Completed: <ul style="list-style-type: none"> Brainstorming budget items Opened bank account Did not Complete: Creating budget <ul style="list-style-type: none"> This month: Will send budget by Friday (3/7)– will email for help if needed 	<ul style="list-style-type: none"> Client will create budget using template <i>Follow-up: Bring completed template</i> Client will reduce food/clothing expense <i>Follow-up: Share results from pantry visit</i> Client will open passbook savings account and begin weekly deposits in the amount of X\$ starting every Friday this week. <i>Follow-up: Bring account info</i> 	<ul style="list-style-type: none"> Budget template provided List of Food Pantries + clothing resources provided Client chose a bank, no referral needed
<p>Example Other Goal:</p> <p>Get CORI sealed/Work with legal services</p>	<ul style="list-style-type: none"> Client will contact legal services to complete an intake for CORI sealing services. <i>Follow-up: Share progress</i> 	<ul style="list-style-type: none"> Legal Services- name/phone #
<p>Example Other Goal:</p> <p>Find a Job to Increase Income</p>	<ul style="list-style-type: none"> Meet with employment specialist to complete intake <i>Follow-up: Bring any documents given</i> 	<ul style="list-style-type: none"> Employment Services- name/ phone # to follow up.
<p>Example Other Goal:</p> <p>Get Childcare</p>	<ul style="list-style-type: none"> Call DTA to follow up with childcare voucher eligibility. <i>Follow-up: Share about outcome, bring any emails provided.</i> 	<ul style="list-style-type: none"> DTA worker – name/phone # to follow up on childcare voucher.

These are only examples. Your plan will be unique to you.