VOLUNTARY SUPPORTIVE SERVICES PLAN REQUIREMENTS

History and Capacity

• In detail, provide the organizational history of providing supportive services. If your organization intends to contract for this service, please provide a description of the contractor’s qualifications.

Program Description

• Define the plan for implementing Voluntary Supportive Services.
• List all services in detail, include how the plan to implement, and how long the services will be provided.
• What are the goals of this program?
• What incentives (if any) will be provided to any participating tenants?
• How will tenants be notified of the Voluntary Supportive Services?
• How will your project coordinate with service providers in your community?
• What services will be provided by other providers?
• Describe how you intend to conduct a needs assessment of your Resident Community and help to meet their specific needs.
• Identify local opportunities that enhance the success of your program.

Program Budget

• Provide best available estimates regarding the costs incurred by providing these services.
• List the job title(s), description of duties, time, and salary of each position.
• Include any anticipated donations/contributions to the program.