

## **VOLUNTARY SUPPORTIVE SERVICES**

### **History and Capacity**

- Describe in detail your organization's history providing supportive services. If you intend to contract for this service, please provide a description of the contractor's qualifications.

### **Program Description**

- Define your plan for implementing Voluntary Supportive Services.
- List all services in detail, include how you 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 you notify tenants of the Voluntary Supportive Services?
- How will you coordinate with service providers in your community?
- What services are 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.