
HOPE VI COMMUNITY AND SUPPORTIVE SERVICES PLAN

ADD PHA NAME HERE
ADD DEVELOPMENT NAME HERE

ADD DATE SUBMITTED HERE

ADD DRAFT / VERSION HERE

HOUSING AUTHORITY POC:

ADD POINT OF CONTACT NAME HERE

HUD HOPE VI CSS MANAGER:

ADD NAME HERE

1st review: DATE

2nd review: DATE

3rd review: DATE

Approved: DATE

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SIGNATURES AND ASSURANCES

I certify that, to the best of my knowledge and belief, all of the information in and attached to this plan is true, correct, complete and made in good faith.

Executive Director

Date

HOPE VI Coordinator

Date

HOPE VI CSS Coordinator

Date

Resident Representative

Date

**AN ORIGINAL SIGNED HARDCOPY OF THIS PAGE SHOULD BE SUBMITTED TO
HUD UNDER SEPARATE COVER.**

CONTACT INFORMATION

Figure 1: Contact information

Executive Director	
Phone # & extension	
Email	
HOPE VI Coordinator	
Phone # & extension	
Email	
HOPE VI CSS Coordinator	
Phone # & extension	
Email	
Resident Council President	
Phone # & extension	
Email	
Housing Authority	
Street	
City, state, zip-code	
Fax #	
Phone # (main line)	
HOPE VI office	
Street	
City, state, zip-code	
Fax #	
Phone # (main line)	
HUD HOPE VI CSS Grant Manager	
Street	
City, state, zip-code	
Fax #	
Phone # & extension	

Email	
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EXECUTIVE SUMMARY

Figure 2: Executive Summary matrix

Total units to be developed	
Public housing units	
Homeownership units	
Current number of HOPE VI CSS eligible households	
Current number of HOPE VI CSS eligible individuals	
Current number of individuals ages 19-64 (who are not disabled)	
Total number of households to be relocated (or who were relocated)	
Total number of individuals to be relocated (or who were relocated)	
Date that relocation will begin (or when it began)	
Date that relocation will be completed (or when it was completed)	

MILESTONES TRACKED BY HUD

Figure 3: HOPE VI CSS Plan Milestones Matrix

MILESTONE	PLANNED COMPLETION	DATE COMPLETED
Complete 100% of all case management intakes with the current number of HOPE VI CSS eligible individuals.		
Complete 50% of all individual development plans (IDP) established for adults (ages 19 or older) who are eligible for HOPE VI CSS and agree to participate (including elderly and the disabled) in the HOPE VI CSS program.		
Fully implement all MOUs, partnership agreements, contracts and sub-grant agreements listed in the HOPE VI CSS Partner and Service Matrix that have service start dates during the first year of the CSS Plan.		
Conduct four meetings with the Community		

Task Force.		
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Figure 4: Additional HOPE VI CSS Plan Milestones Matrix

MILESTONE	PLANNED COMPLETION	DATE COMPLETED
TO BE COMPLETED BY HUD STAFF		
TO BE COMPLETED BY HUD STAFF		
TO BE COMPLETED BY HUD STAFF		
TO BE COMPLETED BY HUD STAFF		
TO BE COMPLETED BY HUD STAFF		
TO BE COMPLETED BY HUD STAFF		

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SECTION 9 BUDGET NARRATIVE	#

SECTION 1: ELIGIBLE FAMILIES AND SERVICE NEEDS

1.1 HOPE VI CSS eligible residents

Figure 5: Eligible residents and planned CSS caseload

Caseload Metrics	Total
Total number of original residents (<u>individuals</u>)	
Number of original residents (<u>individuals</u>) who lost HOPE VI CSS eligibility since grant award	
Current number of HOPE VI CSS eligible <u>households</u>	
Current number of HOPE VI CSS eligible <u>individuals</u>	
Current number of HOPE VI CSS eligible <u>individuals</u> ages 19-64 (who are not disabled)	
Age distribution (all HOPE VI CSS eligible <u>individuals</u>)	
0 to 5	
6 to 12	
13 to 18	
19 to 64	
65 +	

Figure 6: Education

Education Metrics	Total
Education levels	

College degree	
Some college	
HS diploma or GED	
Less than HS diploma or GED	
Number of residents who speak English as a second language (ESL)	

Figure 7: Employment and income

Employment Metrics	Total
Number of residents currently employed (all residents)	
Median household income	\$
Primary sources of income	
Employment	
TANF	
SSI	
Disability	
Other:	
Other:	
Income categories	
0% to 30% of AMI	
31% to 60% of AMI	
61% to 80% of AMI	
81% + of AMI	

1.2 Needs assessment process

1.3 Resident needs

Figure 8: Summary of needs for all adults (ages 19-64) who are not disabled

Need	Data source	Description	Total
1.			
2.			
3.			
4.			

5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

Figure 9: Summary of needs for all youth (ages 0-18)

Need	Data source	Description	Total
1.			
2.			
3.			
4.			
5.			
6.			
7.			

8.			
----	--	--	--

Figure 10: Summary of needs for disabled and elderly (65+) residents

Need	Data source	Description	Total
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

SECTION 2: CSS GOALS

2.1 HOPE VI Quarterly Progress Report CSS goals

Figure 11: HOPE VI Quarterly Progress Report CSS Goals Matrix (by year)

METRIC	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Employment preparation and placement enrollments						
Job skill training program enrollments						
High school or equivalent education enrollments						
Child care enrollments						

Transportation assistance enrollments						
Counseling program enrollments						
Substance abuse program enrollments						
Job skills training program completions						
Number of residents currently employed						
Number of residents currently employed 6 months or more						
Entrepreneurship training program enrollments						
Entrepreneurship training program completions						
Resident owned businesses started						
Resident employment in resident owned businesses						
Resident owned businesses receiving no PHA funds						
Section 3 contract dollars						
Section 3 employees transferred to non-PHA jobs						
Number enrolled in homeownership counseling programs						
Number of homeownership						

counseling completions						
ESL service enrollments						

Figure 12: HOPE VI Quarterly Progress Report CSS Goals Matrix (by quarter and year)

METRIC	YEAR 1				YEAR 2				YEAR 3				YEAR 4				Q1
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Resident jobs resulting from Section 3																	
ANNUAL GOAL																	
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1
High school or equivalent education completions																	
ANNUAL GOAL																	
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1
New job placements																	
ANNUAL GOAL																	
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1
Number of residents purchasing a home																	
ANNUAL GOAL																	

SECTION 3: PARTNERS AND SERVICES

3.1 Partners and services

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGE 12, SUB-SECTION 3.1

3.2 Changes in leverage since grant application

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGE 12, SUB-SECTION 3.2

3.3 Monitoring service providers

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGE 13, SUB-SECTION 3.3

3.4 Service coordination across HOPE VI sites

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGE 13, SUB-SECTION 3.4

SECTION 4: CASE MANAGEMENT

4.1 Case management staffing

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGE 15, SUB-SECTION 4.1

4.2 Caseload management, outreach and resident status

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGES 15-18, SUB-SECTION 4.2

4.3 Coordinating case management services and caseloads across partners

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGE 18, SUB-SECTION 4.3

4.4 Service facilities and locations

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGE 18, SUB-SECTION 4.4

SECTION 5: RELOCATION

5.1 Relocation timing and processes

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGE 19, SUB-SECTION 5.1

5.2 Reoccupancy criteria, timing and processes

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGES 19-20, SUB-SECTION 5.2

SECTION 6: PROGRAM MANAGEMENT

6.1 Management structure

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGE 21, SUB-SECTION 6.1

6.2 Section 3 strategy

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGES 21-22, SUB-SECTION 6.2

6.3 Community Task Force

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGE 22, SUB-SECTION 6.3

6.4 Resident, service provider and community participation

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGE 22, SUB-SECTION 6.4

SECTION 7: EVALUATION

7.1 Evaluation partner

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGE 23, SUB-SECTION 7.1

7.2 Indicators

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGE 23, SUB-SECTION 7.2

7.3 Process and timeline

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGES 23-24, SUB-SECTION 7.3

SECTION 8: SUSTAINABILITY

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGES 24-25, SUB-SECTION 8.1

SECTION 9: BUDGET NARRATIVE

SEE HOPE VI CSS PLAN INSTRUCTIONS
PAGE 25, SUB-SECTION 9.1

APPENDIX A

HOPE VI CSS PARTNER AND SERVICE MATRIX

APPENDIX B

LETTERS OF COMMITMENT, PARTNERSHIP AGREEMENTS, SUB-GRANT AGREEMENTS AND CONTRACTS

APPENDIX C

HOPE VI ORGANIZATIONAL CHART

APPENDIX D

HOPE VI CSS ENDOWMENT TRUST PROPOSAL

APPENDIX E

HOPE VI CSS BUDGET