

**Action Plan Template**

**Section 1. Instructions**

The EnVision Centers initiative is premised on the notion that financial support alone is insufficient to solve the problem of poverty. Intentional and collective efforts across a diverse set of organizations are needed to empower households to self-sufficiency. The mission of the initiative is to provide communities with centralized hubs for support in the following four pillars: 1) economic empowerment, 2) educational advancement, 3) health and wellness, and 4) character and leadership.

The action plan outlines the operational plans of the EnVision Center site. It also describes how the activities of the EnVision Center site align with the mission of the initiative.

This form is designed to standardize the action plans that are submitted to HUD.

Please complete all the fields below. Submit the completed Action Plan together with the Commitment Letter to [EnVisionCenterDemonstration@hud.gov](mailto:EnVisionCenterDemonstration@hud.gov).

**Section 2. Site Information**

EnVision Center:

- o Name of executive: \_\_\_\_\_
- o Title of executive: \_\_\_\_\_
- o Name of site: \_\_\_\_\_
- o Address: \_\_\_\_\_

Staff Point of Contact

- o Name: \_\_\_\_\_
- o Mailing Address: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- o Phone: \_\_\_\_\_
- o Email: \_\_\_\_\_

**Section 3. Operations Plan**

Date or projected date of site opening: (mm/dd/yyyy) \_\_\_\_\_

Is the site properly insured?

- Yes
- No

Is site compliant with the Americans with Disabilities Act?

- Yes
- No

Briefly describe the site design and infrastructure: (Limit 100 words)

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Briefly describe the planned days and hours of operation: (Limit 100 words)

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Briefly describe the funding sources and/or strategy: (Limit 100 words)

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Briefly describe the site's outreach/marketing plan: (Limit 100 words)

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Briefly describe the goals of the EnVision Center site as they relate to the four pillars: (Limit 200 words)

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**Section 4. Service Provision and Mission Alignment**

Define the target service area (include county names and/or census tracts).

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List the service area’s participation in any federal place-based initiatives, either through HUD or other federal agencies (e.g., Opportunity Zones, Promise Zones, JobsPlus).

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Indicate the type of service, activities, or programming that will be provided at the EnVision Center site. For each, list the target population for those services; the name of the service provider; the type of service provider (e.g., federal government, local government, mission-based non-profit, faith-based organization); and the pillar to which the service aligns (1. economic empowerment, 2. educational advancement, 3. health and wellness, and/or 4. character and leadership).

Service	Target Population	Service Provider	Type of Service Provider	Pillar Alignment

Indicate any identified gaps in available services. For each, list the target populations for such services, desired partners, desired programs, and what type of partner or programs those are (e.g., federal government, local government, mission-based non-profit, faith-based organization).

Existing Service Gaps	Target Population	Desired Partners	Desired Programs	Type of Partner/Program