

*U.S. Department of Health and Human Services
U.S. Department of Housing and Urban Development
U.S. Department of Veterans Affairs
U.S. Department of Labor*

*U.S. Department of Education
U.S. Department of Agriculture
U.S. Department of Justice
U.S. Interagency Council on Homelessness*

Improving Access to Mainstream Services for Families with Children Experiencing Homelessness

Intercontinental Hotel
Houston, Texas
April 20-22, 2005

HOMELESS POLICY ACADEMY ACTION PLAN REVIEW

Federal staff from the Homeless Policy Academy will be available to review and offer suggestions on all proposed State Action Plans, using the following general framework. Federal staff will participate as observers in State Team Sessions. The States will have full responsibility for the final product, with the Federal staff providing technical assistance, as necessary.

A. The State shall develop a plan that is comprehensive, focused, reasonable in its approach and achievability, and internally consistent. The plan should include the following topic areas:

1. Vision Statement - brief (1- paragraph) and expressive.
2. Goals and Objectives - short-term, long-term, Action Steps or Strategies (States may use their own terminology). Minimum 3-year focus. Be clear, succinct, and specific.
3. Priorities - list in order of priority if activities are to be staged.
4. Responsible Parties/Persons. Who will be in charge overall, and for what specific activities?
5. Timeframes/Timelines. When should you expect the tasks to begin and end?
6. Identified Sub-Populations (if appropriate). Who will be targeted?
7. Resources discussed and planned - thorough discussion of what resources are to be tapped or needed.
8. Outcomes anticipated. What do you want to achieve (and when)? What data are needed to support this and how are they obtained?
9. Future State Workgroup meetings and follow-up. Set a schedule.

B. Other issues to be considered or which may be incorporated into the above (at the State option) include:

1. SWOT Analysis
2. Coordination/integration of mainstream services (e.g., mental health, employment and job training, substance abuse, nutrition, primary care, HIV/AIDS, education, vocational training, etc.)
3. Outreach activities, communications plan to publicize problems and solutions and get buy-in from the State and communities
4. Creating a planning structure
5. Other technical assistance needed
6. Increasing access to affordable, temporary (or permanent) housing and supportive services
7. Reducing stigma
8. Prevention efforts
9. Funding opportunities and linkages (Federal, State, County, City, non-profit and private sector, etc.)
10. Maximizing Medicaid
11. Integration and partnership with state and local Workforce Investment Boards; access to One-Stop employment and training services as well as internet-based job bank services
12. Partnering efforts (Federal, State, local, non-profit and community-based service providers)
13. Case management
14. Strategies for educating the “public” on homeless needs
15. Stakeholders meetings
16. State Governor and Legislative buy-in
17. Data and information issues