

Exhibit 37

**Supportive Services Plan Template for Full Application
(Also use for Loan Agreement Scope of Services Exhibit)**

a. Project Information

Total Number of Units Serving People Experiencing Homelessness	
Target Populations – number of units for each:	
• TAY	
• Chronically Homeless	
• Homeless	
• At-Risk of Homelessness	
• Re-entry	
• Other:	

b. Goals and Objectives of Services Program

Describe goals and objectives for the services program; no more than three paragraphs.

c. Services to be Delivered:

Services (examples)	Service Provider Name	On-site/Off-site
Case management		
Behavioral health services		
Physical health services		
Assistance obtaining benefits and essential documentation		
Education and Employment		
Permanent housing placement assistance		
Drug and substance abuse services		
Other:		

d. Staffing Plan:

Positions (examples, modify and add to as needed)	Number of Positions
Administrator	
Program Director	

Director of Operations	
Case Managers	
Job Developer	
Other:	
TOTAL POSITIONS	

e. Supportive Services Budget

Uses	
Staffing	
Services Direct Expenses	
Other Expenses:	
Total Uses	
Sources	
Total Sources	

f. For Permanent Housing: *Please Describe Lease and Rent Terms*

g. For Transitional Housing: *Please Describe Program Agreements and Program Fees (if applicable)*

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h. Measurable Outcomes

Measurable Outcome	City Metric	Applicant Metric	Please explain if Applicant metric differs from City metric
Housing Retention	90%		
Exits to homelessness	10%		
Maintained or increased Income	75%		
Increased health benefits	80%		
HMIS data entered in a timely manner	80% entered within 3 days		

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