

Recommended Components for Social Service Plan

Applicants proposing financing of a Special Needs housing development must provide a social service plan that addresses the needs of the target population and the plan components outlined below. Social service plans are subject to Rhode Island Housing approval. If the social service plan is receiving funding from other agencies the plan must be approved by those agencies.

The Plan: The Plan must describe the scope of services for the residents of the Development. This scope must include how the supportive and/or treatment services will be funded, staffed and delivered. The plan must discuss how the project will promote residential opportunities that are integrated into the neighborhood or community. The plan should include the following three components: 1) service coordination/case management; 2) linkages to mainstream resources including entitlement programs; and 3) linkages to healthcare and treatment programs as needed. Services should be designed to assist persons to sustain their housing and/or residential opportunity.

Tenant Selection: The Plan must describe the population(s) to be served and how the population(s) will benefit from the project. The tenant selection policy must be described and referral sources identified. If the plan proposes to restrict occupancy to any group, an explanation of why it is necessary to restrict occupancy must be included in the Plan.

Service Needs Assessment: The Plan must indicate how the housing and service needs of the proposed residents will be assessed, including relevant assessment tools, and how these needs will be addressed. The services provided must be appropriate to the target population. Appropriate and needed services may be supported by evidence based upon practice, research and/or direct practical experience.

Capacity: The Plan must describe and demonstrate the capacity of the service provider(s).

Performance Measures: The Plan must include performance measures and methodology for evaluation of resident housing and service outcomes.

**Accessibility/
Diversity:** The Plan shall include a description of the service provider(s) capacity to serve multicultural populations such as bi-lingual

needs, cultural competency and other special needs accommodations.

Consumer Choice: The Plan must demonstrate how residents will have the opportunity to participate in their individualized services plans, goals and/or choice of services.

Executed Service Agreement: If the Developer of the project is not the service provider, the Developer must provide evidence of an executed contract(s) for services and evidence of funding for such services.

Program Fees: Allowable for projects serving residents at or above 40% of median family income. For projects targeting populations at or below 39% of median income, services included in the plan must be provided at no out-of-pocket expense to the resident. This does not restrict third-party reimbursement through medical insurance providers such as Medicaid.