

Date: _____ Your Name: _____

Life My Way – Housing Action Plan Worksheet

The first step to achieving your housing goals is having a plan. The D.C. Department on Disability Services (DDS) has a person-centered plan for you called the **Housing Action Plan (HAP)**. This plan is your starting point to determine your housing needs vs. wants and, what is required to fulfill your dream of independent living. To start on your personalized HAP, please complete the worksheet below. You can also use your HAP as a companion document to DDS' Housing Resource Guide (*The Guide*).

Instructions: Column A (blue section): This column has questions for you to answer. **Column B (white section):** Please write your answers to column A questions in column B. Once you have answered the questions, please share this worksheet with your DDS's Service Coordinator, Housing Coordinator or HUD-certified Housing Counselors. Your HAP worksheet can be used to complete your personalized, housing action plan (HAP).

Current address: _____

I have shared my HAP with (please check at least one): My Service Coordinator _____; Housing Coordinator _____

My Hud-certified Housing Counselor _____; Others (tile & names) _____

My Housing Goals

I want to, (check one)

Rent	
Buy a Home	
Not Sure	
Other:	

I want to move to my own place within?

(Please check one box)

As soon as Possible (ASAP)	
1 – 2 years	
2 or more years	

I Need the Following Support to Live Independently

Type of support needed	Persons or Organizations that will help you

Column A - Questions
Housing Resource Guide - Overview

Column B - My Answers to Column A

Steps 1 - 5: (Plan, Determine, Ask, Prepare, and Use):

1. Who have you talked with about living independently?

1. _____



2. Has a Service Coordinator, Housing Coordinator or Case Manager talked with you about your goal to live independently?

2. _____



3. Why do you want to move?

3. _____

4. Where in DC do you want to live?

4. _____

5. How many **bedrooms** do you want?

5. _____

6. How many bathrooms do you want?

6. _____



7. Can you live in an efficiency or have less bedrooms than you want?

7. _____


8. Do you have a Housing Choice Voucher (Section 8) or live in subsidized housing?

8. _____

9. What accessibility features do you need in your home?

9. _____

10. _____

<p>10. How much money do you receive monthly?</p> <p>11. Would you like information on how to budget and save money?</p> <p>12. Do you know about the Ticket to Work Program?</p> <p>13. Do you have a copy of your credit report?</p> <p>14. Would you like information on how to improve your credit?</p> <p>15. Do you know about DC's free housing counseling help from HUD-certified housing counselors?</p> <p>16. If yes, are you working with a HUD-certified housing counselor?</p> <p>17. Have you used real estate websites or a real estate agent to search for housing in DC?</p>	<p>11. _____</p> <p>12. _____</p> <p>13. _____</p> <p>14. _____</p> <p>15. _____</p> <p>16. _____</p> <p>17. _____</p> 
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Steps 6 – 10: (Rent, Buy a Home, Move-In, Up-Keep and Keep-it):

1. Do you want information on Reasonable Accommodations and Reasonable Modifications requirements?

2. If your goal is to rent, do you want more information on how to become a renter?

3. Do you know about housing resources that can help with the security deposit, moving expenses, past due utility bills (gas, electric and water) and past due rent?

4. If your goal is to buy a home, do you want more information on how to become a homeowner?

5. Have you owned a home before?

6. If yes, what year did you sell your home?

7. Do you know about housing programs that help first-time homebuyers in DC?

8. Do you want information on housing assistance programs that help homeowners with repairs and accessibility modifications?

9. Do you want information on how to prevent an eviction (the legal process to remove a renter from the home)?



1. _____

2. _____

3. _____



4. _____

5. _____

6. _____


7. _____



8. _____

9. _____



<p>10. Do you want information on how to prevent a foreclosure on your home (the legal process to remove a homeowner from the home)?</p> <p>11. Do you want information on how to avoid scams?</p> <p>12. Do you want to attend DDS', free virtual housing workshops to learn about housing resources, housing for persons with disabilities, credit, money management and, renting and homebuying in DC?</p> <p>13. If you have additional questions, please write them in Column B. </p>	<p>10. _____</p> <p>11. _____</p> <p>12. _____</p> <p>13. _____</p> <p>_____</p>
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What is Next:

Thank you for answering the above questions. Please share the worksheet with your Service Coordinator, Case Manager, Housing Coordinator or HUD-Certified Housing Counselor. This information can be used to develop your personalized, Housing Action Plan (HAP) that will help you achieve your goals. Your housing coordinator or HUD-certified housing counselor can use this form to:

- 1) Review your income, debt, and credit.
- 2) Review your housing goals and provide an opinion on what goals can be achieved based on the current housing market.
- 3) Determine what obstacles or barriers you may have to overcome to achieve your goals.
- 4) Provide recommendations on how to overcome barriers or obstacles that can prevent you from achieving your goals.
- 5) Assign tasks that are required to complete if you want to achieve your goals
The information you have.
- 6) Recommend community resources and workshops to help you achieve your goals
- 7) Set realistic timeline for you meeting your goal.
- 8) Meet with you regularly to discuss your completed tasks, accomplishments, obstacles, and assign additional tasks (if needed).