CITY OF LONG BEACH

Housing Retention Plan

The RRH Case Manager is responsible for creating a detailed plan for each participant who has been housed. This plan is considered a live document and should be modified whenever there are changes to any aspect of the participant's situation. It is essential to review and update this document with the participant at least once a month to ensure that it accurately reflects their needs and circumstances.

Participant Name: _____ **HMIS or VSP #:_____** **Date:_____**

Case Manager Name: _____ **DOB: _____** **Agency:_____**

PURPOSE OF PLAN

☐ Initial Housing Retention Plan ☐ Re-Evaluation of Housing Retention Plan

GOALS FOR HOUSING RETENTION

(please select goals that apply to you at this time)

☐ 1. Pay Rent on Time ☐ 2. Report Maintenance Issues Promptly ☐ 3. Establish and/or Increase Income

☐ 4. Connect to community resources ☐ 5. Other: _____ ☐ 6. Other: _____

Here are some sample talking points to help guide a discussion for setting goals:

1. "Reflecting on your past housing experience, what were the key factors that led to you losing your housing?"

2. "Now that you are housed again, what specific changes or adjustments would you like to make to ensure a more sustainable and successful housing situation this time?"

3. "In what ways can your family, friends, and support system contribute to and support your transition into a new living situation?"

4. "Could you please elaborate on your main source of income and provide insight into how you plan to sustain your livelihood moving forward?"

GOALS FOR HOUSING RETENTION (Continued)				
Goal Number *(see goals selected above)*	**Action Steps**	**Person(s) Responsible**	**Date to Meet Goal**	**Status of Goal** *(Completed, in progress, need to change)*

Participant Signature_____ Staff Signature _____ Date _____

☐ Copy provided to participant