

HOUSING & INDEPENDENT LIVING GOAL:

Apply to NYCHA*

Complete this worksheet if young person is age 19 or older and has an APPLA (Another Planned Permanent Living Arrangement) goal.

REQUIRED STEPS (COMPLETE ALL)	COMPLETED?	DATE	PROGRESS NOTES
<input type="checkbox"/> Get Memorandum of Attestation signed by agency Director	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<input type="checkbox"/> Ensure youth has all vital documents and required documentation	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<input type="checkbox"/> Accompany youth to ACS office to submit NYCHA application	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<input type="checkbox"/> Ensure youth attends NYCHA Eligibility Interview	<input type="checkbox"/> YES <input type="checkbox"/> NO		

POTENTIAL STEPS (EXPLORE IF NEEDED/APPLICABLE)	COMPLETED?	DATE	PROGRESS NOTES
<input type="checkbox"/> If youth is not employed, request Presumptive Budget Letter	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<input type="checkbox"/> Follow up with ACS Housing to ensure application was accepted by NYCHA	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<input type="checkbox"/> Advise youth to attend the ACS Housing Academy	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<input type="checkbox"/> Prepare youth for eligibility interview	<input type="checkbox"/> YES <input type="checkbox"/> NO		
<input type="checkbox"/> Other:	<input type="checkbox"/> YES <input type="checkbox"/> NO		

*ONCE GOAL IS COMPLETED:

- Proceed to "Obtain NYCHA apartment" goal on Housing & Independent Living Goals Roadmap and begin worksheet on **page 141**

GOAL TRACKING

START DATE: _____

GOAL COMPLETED

DATE: _____

GOAL CHANGED

YOUTH NAME: _____

YES | NOTES:

DATE: _____

COACH: _____

NO | NOTES:

NEW GOAL: _____

NOTES:

ADDITIONAL NOTES

A large empty rectangular box with a thin red border, intended for handwritten notes.