

## SAMPLE ROSS-Homeownership Supportive Services Work Plan

OMB Approval No. 2577-0229  
Expiration Date 11/30/2003

Start Date:

End Date:

GOALS	ACTIVITIES	TASKS	ESTIMATED TIME TO COMPLETE ACTIVITY	RESPONSIBILITY/ RESOURCES	Start	Complete	Deliverable
Determine participants' homeownership readiness.	Create and administer assessment tool to survey participants readiness for homeownership.	<ol style="list-style-type: none"> <li>1. Work with local HUD-approved housing counseling agencies to determine if they have existing survey tools.</li> <li>2. Develop a survey to assess residents' homeownership readiness.</li> <li>3. Work with Resident Association to do a test run of the survey.</li> <li>4. Administer the survey tool.</li> <li>5. Evaluate results.</li> </ol>	<p>One week to contact housing counseling agencies and obtain sample surveys.</p> <p>Two weeks to develop the survey and administer trial run.</p> <p>One to two days to administer the survey.</p> <p>One day to evaluate results.</p> <p>Three weeks total.</p>	<ol style="list-style-type: none"> <li>1. Project Coordinator - lead (name and phone number)</li> <li>2. Local HUD-approved housing counseling agencies. Resident Association staff or Board members (assign actual name and phone numbers)</li> </ol>	9/01/03	9/19/03	<ul style="list-style-type: none"> <li>• Survey</li> <li>• Survey results</li> <li>• Necessary information to design training program for residents.</li> </ul>