

HOUSING BEST PRACTICES TOOLKIT



Refugee Housing
SOLUTIONS



As the challenges of finding safe, affordable housing for newcomers to the United States have grown during the past few years, so too have the number and variety of housing innovations.

Neighbors, friends, faith groups, towns, cities, and others have come together in **inspiring and innovative ways to ideate, plan, fundraise, and create housing for some of the most vulnerable newcomers to the U.S.**

Refugee Housing Solutions (RHS) is an initiative within Church World Service that is funded by the U.S. State Department, Bureau of Population, Refugees, and Migration (PRM). In compiling and sharing an innovative housing Best Practices Toolkit, the RHS team hopes to reach more individuals and groups interested in supporting refugee housing solutions. The team also hopes to reach those not yet aware of the opportunity to house refugees so that they can join the effort to welcome newcomers.

By completing the Housing Best Practices Toolkit template below, innovators can inspire resettlement stakeholders to help address the U.S. housing shortage.

As more examples of successful housing innovation are shared with RHS, this Toolkit will expand. It will be shared widely so that **all refugee housing stakeholder can understand how each refugee housing innovator – like you and your group – moved from inspiration to ideation to implementation** and can have a detailed blueprint to replicate or adapt successful ideas.

Thank you for being a part of the solutions to newcomer housing challenges.



HOUSING BEST PRACTICES TOOLKIT PROJECT TEMPLATE

Project			
Contact name, mobile, and email			
City, State			
Partners			
Funding Timeframe			
Total Funding			
Funders: private donor(s), foundations, local, state, or federal government, etc.			
Funding details	Funder	Type: grant, loan, donation, in-kind	Amount/Value

1. Project Summary: Please describe your innovative housing initiative in approx. 50 words.

2. Implementing Organization/Group: Please share information about the organization or group behind the project, e.g., a resettlement agency or other nonprofit or community group committed to affordable housing, etc. (*approx. 100 words*)



3. Specific Housing Challenge (problem statement) & Analysis

a. Affordable housing situation in your location (town, suburb, city) *approx. 50 words*

b. Average length of time to find, secure, and prepare safe, affordable housing for client move-in

c. Average rents

- o 2-bedroom apartment, townhouse, etc.
- o 3-bedroom apartment, townhouse, etc.
- o Other

4. How did you go from project ideation to implementation, i.e., what were your top-line decision points leading to an actionable plan? Expand the table as needed or add Gantt charts or other documents about this process if you can.

Decision Points	Steps (research, meetings, negotiations, etc.)	People Involved
1.	a. b. c.	
2.	a. b. c.	
3.	a. b. c.	
4.	a. b. c.	



5. Resources needed and steps to acquire each (expand table as needed)

Resources, e.g., property to buy or rent, materials and workers to renovate	Steps to secure and accomplish each
1.	a. b.
2.	a. b.
3.	a. b.
4.	a. b.

6. Stakeholders: Please share summary information about funders, organization leaders, workers, volunteers, etc. For example, organization/agency coalitions, advisors from HUD, state, or local housing-focused groups, faith groups, etc. *(add rows as needed)*

Stakeholder	Role(s) in the project and/or local housing programs	

7. Did you create standard operating procedures (SOP) that others could follow? If so, please attach the document or add a link here.

8. Outcome(s): List as many directly tangible and peripheral in line with examples

Examples: (1) an innovation to secure or create affordable housing, along with a plan to share with others for replication or adaptation; (2) housing for # more newcomers, (3) new stakeholders to help secure housing, etc.
1.
2.
3.
4.

9. Evaluation: How did you assess the project’s effectiveness, and what were the lessons learned for improvement, replication, etc.? *(Please continue to a new page if needed)*