HOUSING

BEST PRACTICES TOOLKIT

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

***Neighbors, friends, faith groups, towns, cities, etc. 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), and the RHS team knows of many successes and lesson learned as groups come together to help newcomers from around the world. In compiling and sharing an innovative housing Best Practice Toolkit, the RHS team hopes to reach more individuals and groups interested in supporting refugee housing solutions. The team also hopes to reach *those possibly interested* and *those not yet aware* of the opportunity so they can join the effort to housing newcomers with dignity and safety.

**By completing the Housing Best Practice template below, innovators can inspire myriad resettlement stakeholders – *especially those possibly interested and those not yet aware* – to help address the housing shortage newcomers to the U.S., like many Americans, are facing.**

The toolkit will grow and be widely shared so as many people as possible can understand how each refugee housing innovator – like you and your group – moved from inspiration to ideation to implementation … and have a detailed blueprint to replicate or adapt successful ideas.

*Thank you for being a part of the solution to newcomer housing challenges.* ***Please send your completed Toolkit entry, or any questions, to Leslie Wilson at lwilson@cwsglobal.org.***

**HOUSING BEST PRACTICES TOOLKIT | PROJECT TEMPLATE**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project** |  | | |
| **Contact** name-mob-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 ±50 words):
2. **Implementing Organization / Group** | Please share information about the organization or group behind the project (±100 words)
3. **Specific Housing Challenge (problem statement) | Analysis**
   1. Affordable housing situation in your location (town, suburb, city | (±50 words)):.
   2. Average length of time to find, secure, and prepare safe, affordable housing for client move-in:
   3. Average rents

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

1. **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. |

1. **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. |
| c. |
| d. |
| 2. | a. |
| b. |
| c. |
| d. |
| 3. | a. |
| b. |
| c. |
| d. |
| 4. | a. |
| b. |
| c. |
| d. |

1. **Stakeholders** | Please share summary information about funders, organization leaders, workers, volunteers, etc. For example, advisors from HUD, state, or local housing groups; faith groups. (Add rows as needed.)

|  |  |
| --- | --- |
| **Stakeholder** | **Role(s)** in the project and/or all local housing programs |
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1. **Did you create standard operating procedures (SOP) that others could follow?** If so, please attach the document or add a link here.
2. **Outcome(s)**

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| --- |
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|  |
|  |

1. **Evaluation** | How did you assess the project’s effectiveness, and what were Lessons Learned for improvement, replication, etc.?
2. *Please send your completed Toolkit entry, or any questions, to Leslie Wilson at lwilson@cwsglobal.org.*