

Participant Agreement for [Project Name]

This Participant Agreement outlines the expectations, responsibilities, and service participation requirements for all individuals enrolled in the [Project Name] Supportive Housing Program, funded through the U.S. Department of Housing and Urban Development (HUD) Continuum of Care (CoC) program.

Participant Name: _____

Unit Address and Number: _____

Effective Date: _____

1. Purpose

The goal of this program is to support participants in achieving housing stability, self-sufficiency, and overall well-being through supportive services and case management. Participation in supportive services is a condition of program enrollment and continued housing assistance.

2. Required Service Participation

All participants agree to actively engage in supportive services as outlined below, committing to a minimum of [Number] hours per week of employment and/or employment-related activities. Required services include:

- Employment or employment training (minimum 20 hours per week) unless waived by case manager due to participant's age (62 or older) or the presence of a physical or developmental disability that prevents employment
- Vocational rehabilitation services, if applicable
- Life skills education (e.g., budgeting, household management, communication)
- Substance abuse treatment, if the participant actively uses substances
- Behavioral health or mental health services, as indicated by assessment
- Case management meetings as scheduled
- Other appropriate social services identified by program staff and the participant

Participants will collaborate with their assigned case manager to develop and maintain an individualized service plan tailored to their goals and needs.

3. Rental Contribution

Participants agree to pay 30% of their adjusted gross income toward rent, utilities, and other housing costs as determined according to HUD regulations. Participants agree to submit income documentation as requested for rent calculation and recertification purposes.

4. Participant Responsibilities

Participants agree to:

- Notify their case manager within 10 days of any changes in:
 - Income or employment status
 - Household composition
 - Participation in supportive services
 - Physical or behavioral health needs
- Report any landlord/tenant issues, legal concerns, arrests, or citation-related incidents promptly to their case manager.
- Maintain their housing unit in a safe, clean, and sanitary condition.
- Cooperate with property management and program staff to support a positive living environment.
- Participate in required meetings, trainings, and reviews related to their service plan and housing stability.
- Abide by program policies, lease terms, and applicable laws.

5. Confidentiality and Consent

All personal information collected by the program will be kept confidential and used solely for program administration and service delivery in accordance with HUD requirements, federal regulations (including HIPAA, when applicable), and agency policy.

6. Acknowledgment and Agreement

By signing below, the participant acknowledges that they have read, understand, and agree to comply with the terms of this Participant Agreement as a condition of participation in the [Project Name] Supportive Housing Program. Failure to engage meaningfully in required services or to meet program expectations may result in a review of eligibility or termination of housing assistance, consistent with program policy and due process requirements.

Participant Signature: _____ Date: _____

Case Manager Signature: _____ Date: _____