



GEORGIA DEPARTMENT
of COMMUNITY AFFAIRS

2026 Stable Housing Accountability Program

(ORGANIZATION NAME)
(PROJECT TITLE) PROGRAM DESIGN



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Program Goals and Objectives:

- Description of Program Goals and Objectives
- Describe the extent to which the project serves the homeless population

Target Population:

- Provide an estimate of the total number of participants who are likely to receive assistance from the proposed project.
- Detailed description of the intended beneficiaries of the stable housing accountability program and the need for the project and population to be served.
- Demographics, needs, and characteristics relevant to SHAP.

Participants to Be Served / Level of Service:

- Provide detailed information as it pertains to level of service (number of persons to be served, hours of operation, etc.).

Program Theory and Logic Model

- Provide a visual representation of how program activities are expected to lead to desired outcomes and certification of a stable housing accountability program.

Program Components and Activities

- Provide specific strategies to achieve program objectives.
- Provide specific details on meeting the minimum requirements for certification as a stable housing accountability program:
 - Proof of clean and livable residential facilities for program participants including a detailed description of the residential units and locations that will be used for participants who are enrolled in the proposed program.
 - Ability to provide voluntary, immediate, and stable housing to program participants
 - Detailed description on how the applicant can provide access to voluntary, immediate, and stable housing to be provided to program applicants.
 - Limit the length of total residence for any person to 18 months or whenever the tenant who was the qualifying resident is able to obtain or is offered affordable housing, whichever is earlier,

- Describe how the Applicant will monitor and limit voluntary, immediate, and stable housing to participants for no longer than 18 months or whenever the participant is able to obtain or is offered stable affordable housing, whichever occurs first.
 - Provide detailed description on how the applicant will assist participants in obtaining affordable housing.
- Ability to require qualifying participants:
 - To show proof of U.S. citizenship and execute an affidavit verifying continuous residency in this state for the previous 12 months
 - To participate in free and relevant job training and educational opportunities until such resident obtains stable employment
 - To engage in an active search and apply for stable employment
 - To obtain stable employment and to maintain such employment status as long as stable employment is available to them
 - To participate in counseling, mental health care, and substance abuse treatment programs, as necessary
 - To submit to regular drug and alcohol testing
 - To abstain from criminal activity
 - To ensure that the minor children of qualifying residents receive adequate nutrition, health care, and education
 - To submit to regular review of compliance with applicable terms and conditions of the stable housing accountability program
 - Agree to require residents to be removed from the program if they fail to meet specified accountability measures, including sustaining an honest, good-faith effort to achieve or maintain sobriety from drugs and alcohol.
 - Agree to submit to compliance requirements of the State Housing Trust Fund Commission for the Homeless as outlined in O.C.G.A. § 8-3-311.
 - Provide an application that demonstrates how the funds will be used for activities that will result in a stable housing accountability program and the applicant's ability to offer supportive services and housing for qualifying residents as outlined in outlined in Official Code of Georgia Annotated § 8-3-311.

- Provide the delivery methods, format, and schedule for your stable housing accountability program including all supportive services that will be provided to participants as well as any partnerships that will be required to provide these supportive services.
- If seeking funding to use for capital improvements, provide a narrative on how these improvements will benefit participants in the stable housing accountability program.
- For transportation services, include a narrative that demonstrates the need and quality of the transportation services being provided.

Implementation Plan

- Give a detailed plan for executing the program, including timelines, roles, responsibilities, and resource allocation. A schedule must be included that outline start date of project, timeline for resources to be procured and date in which participants can start receiving all services to include housing
- Include a list and description of entities/3rd party providers (if applicable) who will be responsible for implementing the activities and services to program participants
- Provide detail on how Applicant will monitor each activity of entities/3rd party providers to ensure all activities are being carried out for the entire term of contract
- Provide a detailed description on capacity, staffing, and match levels are sufficient to show the ability to support the Applicant's ability to serve the number of projected program participants and adequately address their housing and support service needs
- Provide strategies for engagement of program participants

Procurement:

- Provide detailed information that demonstrates the outside resources can be procured for proposed project, including the value and quantity of the applicant's contribution (cash and in-kind)

Match Resources:

- Provide a description demonstrating how match resources benefit program participants.
- Applicant can demonstrate its ability to leverage the organization's own funding or other available funding or in-kind services for the benefit of the proposed program

Evaluation Plan:

- Provide the methods that your organization will use to collect data to assess the program effectiveness
- Provide the key indicators and metrics that will be used to measure progress towards program objectives

Sustainability Plan

- Provide strategies to ensure that program can continue beyond initial funding
- Provide potential funding sources and partnerships to maintain program operations

Stakeholder Engagement:

- Identify key stakeholders involved in the program
- Provide strategies for communication, collaboration, and involvement throughout the program design and implementation
- Include any commitment letters relevant to the applicant's ability to deliver the project as designed

Budget Information:

- Please provide a detailed budget worksheet in Microsoft Excel format using the budget template included with this application for the total cost of the program to include any in-kind services or funding. The budget template should be attached as a separate document in eCivis.