

ANNUAL PROGRAM MONITORING REPORT
Project Northern Doorway



Organization name: _____
Contact: _____
Community: _____
Phone: _____ Fax: _____
Report for Period: From _____ To _____
Month-Year *Month-Year*

Report Analysis / Comments

Please describe the progress achieved for each of the following activities and outcomes as outlined in your Service Purchase Agreement. Please provide specific examples.

SERVICE ACTIVITIES

Client Selections and Intake

- 1) How frequently does the PND Housing Coordinator meet with the PND Service Committee to develop and maintain a PND client list? How is the client list maintained?

- 2) Have client assessments been completed with all PND clients? If not, what percentage of clients have initial PND assessments been completed for?

- 3) Are individually tailored case management plans developed for all clients? Approximately how frequently does the PND Housing Coordinator or the CMHA Homeless Outreach Mentor review individual goals with clients to assess and support ongoing progress?

Housing Support Services

- 4) Are meetings held with clients on at least a bi-weekly basis? If not please describe what difficulties may be experienced in connecting with clients, and what steps are being taken to overcome these difficulties.

- 5) How many clients have been supported in applying for market, social or interim housing opportunities based upon client personal need and/or preference? How many clients in 2016/17 have been helped to access market, social or interim housing?

- 6) What type of housing supports including evictions prevention supports and supports that positively impact a client's daily functioning are being provided to PND clients?

- 7) What community groups are PND clients being referred to? What supports are clients lacking that would help with maintaining housing and improve overall health and well-being?

Service Coordination

- 8) Are non-CMHA PND Service Committee members involved in helping clients develop individualized case management goals? What types of supports are non-CMHA PND Service Committee Members offering to clients to help reach goals? Please be specific.

- 9) Are individual client updates provided to PND Service Committee members on a monthly basis? Are specific case plans for clients discussed during PND Service Committee Meetings?

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10) Please list the community agencies relationships have been developed with to support the needs of PND clients and to help them achieve individual goals. What additional services/organizations would make valuable PND partners and may be connected with during the 2016/17 fiscal year?

11) Please mention any other topics of interest or issues of note that you would like to Manitoba Housing to be aware of.

Date Report Submitted

PND Housing Coordinator Supervisor Signature