



Ending homelessness  
Rebuilding lives

## FY26 The Brooks Logic Model

### Agency Strategic Goals:

- Goal #1: Strengthen and expand our services and housing programs to help end homelessness in the D.C. metro region.
- Goal #3: Steward and strengthen our relationships with our government partners to ensure effective service delivery, improve the services experience, and support our system’s collective efforts to end homelessness.

### Division/Program Goals:

- Goal 1: Strengthen pathway to stable housing through employment and/or education for each household within 120 days
- Goal 2: Maintain a hygienic and safe environment 24/7, year-round at The Brooks
- Goal 3: Maintain compliance with DHS contract requirements to help families at The Brooks enhance stability and improve their quality of life

INPUTS/RESOURCES	ACTIVITIES	OUTPUTS	SHORT TERM OUTCOMES	INTERMEDIATE OUTCOMES	LONG TERM OUTCOMES
<p>Financial Resources</p> <ul style="list-style-type: none"> <li>• Government Funding</li> <li>• Private Funding</li> <li>• In-Kind Donations</li> </ul> <p>Personnel</p> <ul style="list-style-type: none"> <li>• Adult and child participants for up to 50 units at one time</li> <li>• 14 FTEs and 6 PTEs</li> <li>• Security Contractors</li> <li>• Cleaning Contractors</li> <li>• Community Partners/Government Agencies</li> <li>• At least 6 Volunteers</li> </ul> <p>Facilities and Supplies</p> <ul style="list-style-type: none"> <li>• Building</li> <li>• Office Supplies</li> <li>• Cleaning Supplies</li> <li>• Cafeteria/Catering/Food</li> <li>• PPE</li> <li>• Agency Vehicle</li> </ul> <p>Technology</p> <ul style="list-style-type: none"> <li>• Cell phones</li> <li>• Computers</li> <li>• Radios</li> <li>• Security cameras</li> <li>• HMIS, Step Tool, CATCH, CLIFF Assessment Tool, OCTO, etc.</li> </ul> <p>Assistance:</p> <ul style="list-style-type: none"> <li>• Funding for Application Fees</li> <li>• Transportation Assistance (e.g., Uber and Lyft /SmarTrip Cards)</li> <li>• Move-In Assistance (e.g., household items, hygiene products, etc.), as possible</li> </ul> <p>Training</p> <ul style="list-style-type: none"> <li>• Monthly Required TCP Trainings</li> <li>• Internal Trainings</li> <li>• Professional Development Opportunities</li> </ul>	<p>Provide housing case management: housing navigation, wrap around services</p> <p>Conduct intakes, Needs Assessments, HSEP, F-SPDATs, CLIFF Assessment, and Eco-Mapping</p> <p>Facilitate referrals &amp; collaboration with community resources/partner agencies, including AimHire for employment services and Early Stages or Strong Start for children with developmental disabilities</p> <p>Assist with Subsidy Applications or Referral Forms for PSH or FRSP, when applicable</p> <p>Assist with Housing Prevention Program (+), Diversion, DC Flex, Inclusionary Zoning, or MD or VA Housing Program Applications, when applicable</p> <p>Report income after 30 days of employment in HMIS</p> <p>Assist with applications for Vital Documents (e.g., IDs, Birth Certificates, SS Cards)</p> <p>Assist with applications for Benefits (e.g., TANF, SSI, WIC, EBT, SNAP, Medicaid, etc.)</p> <p>Provide housing leads for unit viewings and financial assistance with applying to units</p> <p>Collaborate with landlords &amp; TCP to ensure timely inspection and lease-up</p> <p>Contact schools to confirm child enrollment/attendance</p> <p>Childcare referral assistance</p> <p>Monthly career fairs, resume writing, and general employment skill building activities</p> <p>Conduct post-exit follow-ups with families at 30 and 60 days</p> <p>Oversee janitorial services (tidy, clean, and disinfect all surfaces and spaces in the building)</p> <p>Oversee food services (residential staff are trained Food Handlers and adhere to food safety practices in serving meals), including Child and Adult Food Care Program (CAFCP)</p> <p>Collaborate with security services (security officers conduct wand checks &amp; bag checks at entry and rove the building and grounds at least once every hour and monitor video cameras constantly)</p> <p>Provide 24/7 residential staffing, ensuring one residential staff person is stationed at the front desk in the lobby and at least one is roving between all 5 floors consistently</p> <p>Oversee building maintenance on site, submit service requests to DHS, and complete OCTO tickets when needed</p> <p>Attend and participate in weekly/monthly/quarterly/as needed DHS and TCP meetings</p> <p>Oversee program monitoring and quality assurance</p> <p>Provide immediate response to safety concerns or crises in the building, followed by reporting as required by contract</p>	<p>At least 2 case management meetings per week to work on housing, employment, and/or education goals and wrap around services</p> <p>Number of referrals to AimHire</p> <p>Number of employment skill building activities hosted each month</p> <p>Number of families acquiring employment or increasing employment income</p> <p>Number of families connected to TANF and TEP provider</p> <p>Number of families assisted with vital documents and/or benefits</p> <p>Number of operations/facilities services maintained as outlined in the contract</p> <p>All school-age children attend school (and getting the necessary transportation to/from school)</p> <p>Bathrooms are cleaned at least 3x per day and as needed</p> <p>Janitorial services are available between 7:00am – 9:30pm daily</p> <p>2 meals daily during the school year and 3 meals daily during the summer</p> <p>All emergencies/crises are handled immediately and reported within 24hrs</p> <p>Number of families transitioned to stable housing</p> <p>Number of post-exit follow ups with families</p>	<p>At least 80% of families are educated about rental subsidy (FRSP) and complete</p> <p>At least 85% of families complete intakes, needs assessments, HSEP, F-SPDATs, CLIFF Assessment, and Eco-Mapping within 7 days</p> <p>At least 75% of families are document-ready within 30 days</p> <p>At least 70% of residents are connected to TANF Employment Programs (i.e., TEP providers)</p> <p>At least 80% of residents are connected to employment and/or educational pathways, childcare, legal and public benefit supports, and primary health care</p> <p>At least 80% are actively engaged in obtaining employment and/or enrolling in an educational program</p> <p>Ongoing satisfaction surveys will indicate that 95% of residents of The Brooks will be satisfied with the case management services, cleanliness, and safety at The Brooks</p>	<p>80% of families actively engage in case management regarding housing, employment, education, etc.</p> <p>At least 75% of residents are connected to TANF Employment Programs (i.e., TEP providers)</p> <p>At least 85% of residents are connected to employment and/or educational pathways, childcare, legal and public benefit supports, and primary health care</p> <p>Ongoing satisfaction surveys will indicate that 95% of residents of The Brooks will be satisfied with the case management services, cleanliness, and safety at The Brooks</p>	<p>75% of families experiencing homelessness will exit The Brooks to housing within 120 days</p> <p>75% of families will maintain employment or complete education program</p> <p>95% of families will remain stably housed 60 days after program exit</p> <p>Upon exit, 95% of residents of The Brooks will have been satisfied with the case management services, cleanliness, and safety at The Brooks</p>