**Rapid Rehousing Case Conference**

**Welcome Letter**

Dear \_\_\_\_\_\_\_\_\_\_\_\_,

At your request, your Housing Stability Case Manager \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

 (Case Manager Name)

has scheduled a Rapid Rehousing Case Conference. A Case Conference is a group meeting where you and your support team discusses the vision and goals you have for your family, as well as any challenges.

Your Rapid Rehousing Case Conference will take place on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date) at \_\_\_\_\_\_\_\_\_\_\_\_ (time). The purpose of the meeting is to discuss \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**Please come prepared to share ideas with the support team about:**

* What your vision is for you and your family
* What is working well (accomplishments thus far, abilities to overcome challenges, supports)
* What are the barriers/challenges to achieving you and your family’s goals
* Solutions you have in mind for achieving you and your family’s goals

**At your meeting, the following people will be present at the meeting:**

* Your Rapid Rehousing Housing Stability Case Manager
* Homeless Services Network Staff (Rapid Rehousing Project Coordinator, Supportive Housing Advisor and/or other staff, as needed), And, at your request any other support or persons needed to help reach your family vision/goals

**Meeting Details:**

Date:

Time:

Location:

If you have any questions about the Case Conference, or conflicts with the above time and date, please reach out to your Housing Stability Case Manager ASAP.

We look forward to meeting with you,

Homeless Services Network Staff