**EVICTION PREVENTION PLAN**

Property Name

The purpose of this plan is to establish a standardized framework through which PROPERTY will address lease violations with the goal of mitigating harm to the tenant and property and employing eviction only as a last resort.

**Eviction Prevention Philosophy**

Summarize the property’s eviction prevention philosophy here, including perspectives and commitments from the owner, property manager, service provider(s), and tenants.

**Resident Engagement Approaches and Development of Community Partnerships**

Summarize the practices that will be adopted to assist tenants to avoid lease violations and prevent evictions, including but not limited to:

* Tenancy sustaining services that will be offered to residents, including a description of relationships established through Memorandums of Understanding (MOUs), and the types of services and resources offered to residents
* Trainings that property managers and services providers will complete initially or on an ongoing basis to anticipate lease violations and productively work with residents toward resolution
* The role of peer specialists in supporting residents and promoting long-term housing stability

Include description of resident engagement approaches here.

**Roles and Responsibilities of Property Management and Services Staff**

Provide an overview of the roles that property management staff and services staff will have in promoting resident housing stability and preventing evictions, clearing describing the implementation and scope of applicable releases of information (ROIs) and methods and frequency of communication between the parties.

Include description of resident engagement approaches here.

**Leaseholder Education Practices**

Describe any efforts or practices that will be implemented at the property to provide residents with education regarding their rights and responsibilities as leaseholders, noting the nature and frequency of the prevention practice. Additionally, describe how and when information about what the tenant should expect from the services, property management, and maintenance staff will be communicated.

Include description of leaseholder education practices here.

**Role of the Housing Retention Plan**

Summarize the role of the housing retention plan as a tool to prevent eviction, describing specifically when the housing retention plan will be offered to the resident, what will be the roles of the property manager and service provider, and the types of documentation that should be collected.

Include description of the role of housing retention plan in preventing evictions.

**Strategies for Mitigating and Responding to Common Lease Violations**

Describe specific strategies that property and case management will employ to prevent and address lease violations.

Include description of strategies for mitigating and responding to common lease violations.

**Eviction Prevention Protocol**

Describe the property’s policies and procedures for implementing an eviction, including but not limited to:

* Detailed description of the formal eviction process, only to be used in very limited instances as a last resort,
* Description of the role and composition of the Eviction Prevention Committee, if applicable
* A detailed description of the appeals process, template forms, documentation requirements, and possible resolutions
* Description of any informal eviction processes that will be pursued if a tenant must leave the property (e.g., nonrenewal of lease, mediation, arbitration, etc.)

Include description of policies and procedures here.