

SMART FAMILY SELF-SUFFICIENCY PLANS

This document compliments the WSPM section 1008

- Specific:** addressing what the activity is, where it will be done and when it starts and ends and who will engage in the activity
- Meaningful:** all activities and steps should be directly linked to achieving employment goals set by the client
- Assessable:** it is clear to both the client and case manager when the client has completed the activity and achieved their goal
- Realistic:** goals and activities are designed for the client, and considers their abilities and interests using the employment assessment
- Time bound:** the milestone for evaluating progress and achieving goals is well-matched to how long the activity actually takes

General Examples for FSSP Intermediate Goals & Steps

Intermediate Goal	Steps: add wording that includes (who, what, when, where)
Obtain Employment OR Debrief on Work Search	<ul style="list-style-type: none"> • Attend workshop on ___ at ___ • Complete an ALEXsys registration by... • Report to the Job Center at 8am Mon-Fri to meet with ___ to receive job leads and debrief your job search from the day before... • Turn in Employment Planning Information, budget, resume to assess work readiness... • Meet with case manager to discuss interview challenges; application improvement; resume development; success in work search...
Maintain Income OR Increase Income OR Progress in financial independence	<ul style="list-style-type: none"> • Continue Part-time employment with... • Continue to seek full time employment • Meet with new case manager ___ at the Job Center to assess work skills... • Explore self-employment by researching... • Apply for Social Security Disability Income...
Arrange childcare	<ul style="list-style-type: none"> • Review childcare list... • Contact thread and... • Contact case manager by ___ with the childcare provider's name and your request...
Arrange transportation	<ul style="list-style-type: none"> • Get an estimate for car repairs... • Complete transit system registration and... • Arrange for friend to give you a ride...

<p>Build Work Place Skills OR Enhance Employability</p>	<ul style="list-style-type: none"> • Perform Community Work Experience, Business Work Experience, Community Service or Subsistence (where/when)..... • Complete ALEXsys registration by... • Attend GED/ESL, training..... • Complete Career Ready 101 lesson...
<p>Build Family Life Skills OR Life Skills Coaching</p>	<ul style="list-style-type: none"> • Complete Parenting class... • Attend appointment with Probation Officer... • Attend family counseling... • Meet with case manager to discuss childcare challenges; children’s school work; budgeting
<p>Achieve; Improve; Obtain; Maintain... Personal Wellness OR Physical Wellness OR Mental Health Wellness OR Progress in Family re-unification</p>	<ul style="list-style-type: none"> • Attend medical appointments and follow doctor’s recommendations for... • Attend counseling appointments and follow counselor’s recommendations for... • Attend appointment with Probation Officer... • Attend groups for domestic violence every... • Attend AA or NA meetings every... • Attend appointments at Office of Children’s Services...