



## My Housing Plan

This document will help you track your progress with finding and securing housing. It can be used on your own or as part of a Support Plan with a service provider. If you are accessing this document online, you can click on the hyperlinks to get to more information. If you are not accessing this document online, you can find this information on the Renter's Toolkit at:

[www.regionofwaterloo.ca/RentersToolkit](http://www.regionofwaterloo.ca/RentersToolkit)

### Housing Plan Guide

#### Part A Steps: [Preparing for Housing Search](#)

The first four steps are the things you need to support a successful housing search: income, identification, references, and information about your housing needs and preferences.

1.  Income
2.  Identification
3.  Housing and credit references
4.  Housing needs and preferences

#### Part B Steps: [Searching for Housing](#)

The next three steps are generally done in order. First, you need to find vacancies that match your budget and needs. Then, you need to contact landlords and view available units.

5.  Searching vacancies for your budget
6.  Contacting landlords for viewings
7.  Viewing housing

#### Part C Steps: [Securing Housing and Making It A Home](#)

The last three steps complete the process: you sign a lease, pay first and last month's rent, and set up utilities (if needed). The final step is moving in and getting settled.

8.  Signing the lease
9.  Paying rent and setting up utilities
10.  Moving in and setting up your home





## My Housing Plan

### Who can help with My Housing Plan?

1. **Lutherwood Housing Resource Centres:** Drop-in weekdays 8:30am to 4:30pm  
**Kitchener:** 41 Weber Street West; **Phone:** 519-749-2450  
**Cambridge:** 35 Dickson Street; **Phone:** 519-623-9380
2. **The Working Centre:** Drop-in weekdays 9am to 4pm at 58 Queen Street South, Kitchener
3. **Emergency Shelters:** If you are in shelter, you will be helped with your Housing Plan during your stay.
4. **Other workers:** You may have a worker who can help you with your housing (e.g., through STEP Home, or an Ontario Works or Ontario Disability Support Program caseworker).

### Housing Plan steps are SMART:

**Specific \* Measurable \* Attainable \* Realistic \* Timely**

Step # (see Guide above)	What needs to happen to complete this step?	Who will do this task?	When will it be done?	Check when done
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>

**Name(s):** Add Your Name

**Signature(s):**

**Today's Date:** Add Today's Date

**Review Date:** Add Review Date

**First Day in Shelter:** Add Intake Date at Add Shelter Name OR  N/A

**Moving To:**

**Moving Date:** Today's Date

**Support Worker Information:** Add Worker Name Add Contact Details OR  No Worker



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