**ATTACHMENT D**

**HOMEBUILDERS®**

**SERVICE NARRATIVE**

**Agency Name:**

**Service Standard:**

**Region:**

**SERVICE NARRATIVE FY 2011-2013 (Maximum 5 pages)**

Respondents should provide one service narrative for the Homebuilders model of service. The service narrative must address the following topics:

1. **PROGRAM NAME/SERVICE STANDARD & INTAKE/REFERRAL PROCESS**

The Service Narrative should provide the program name as well as the corresponding Service Standard. Describe the intake and referral process to be utilized in the program including respondent’s procedure/methods for a guaranteed time frame for initiation of services.

1. **SERVICE DEMOGRAPHICS**

Narrative defines the target population, the geographical service area, and provides the projected number of clients the Provider/Agency intends to serve

1. **PRACTICE MODEL**

Provider must agree to provide Homebuilder® Services according to the Homebuilder® Model and Fidelity Measures. Indicate any barriers that maybe experienced in regards to adhering to the model and how the agency will over come identified barriers. The Homebuilders model also requires providers to attend Homebuilders training. Prior to proposing services under this standard, each team must have one member who has completed the basic Homebuilder Fundamental training provided by the Institute for Family Development. In addition, the individual must have provided IFPS/IFRS services to families for at least one year. Include a detailed explanation of the Homebuilder trainings that each staff has completed since 2006.

1. **PROGRAM EVALUATION AND REPORTING**

Identify outcomes consistent with the corresponding service standard. If the program measures outcomes in addition to those described in the Service Standards, please identify those outcomes and the measurement process are described.