

SAMPLE

FAIR HOUSING PLAN

Name of Organization

_____ will develop an Affirmative Marketing and Fair Housing policy, or incorporate policies into the organization's existing system, which will ensure that all citizens in the service area are aware that affirmatively furthering fair housing is a priority of _____. Actions will be taken to provide information and attract eligible persons in the housing market area to the available housing program without regard to race, color, gender, gender identity, religion, familial status, disability, national origin, age, sexual orientation or marital status.

_____ will conduct the following activities to promote fair housing and to affirmatively market its programs:

- ❖ _____ will use the Equal Housing Opportunity logo or slogan in press release, brochures and other written communication disseminated to potential recipients, staff, volunteers, collaborative partners, service providers, etc.
- ❖ _____ will conduct activities that will solicit applications from persons who are not likely to apply for the housing without special outreach. Brochures and informational presentations will be distributed among community organizations, places of worship, employment centers, fair housing groups, housing counseling agencies, public agencies, etc.
- ❖ _____ will maintain complete and accurate records that describe all actions taken by the organization to affirmatively market its programs and to assess the results of these activities. The organization will annually assess the results of these activities, including written assessment and corrective action for unmet goals.
- ❖ _____ will provide training to all staff, volunteers, service providers and others involved in the development and implementation of the program regarding Fair Housing and will promote measures which ensure minority populations are made aware of the organization's programs and are not excluded from access to the programs.

Signed: _____

Title: _____

Date: _____