

Opportunities
don't disappear
when you keep
good track of
them.

[illegible]

- ☐ Follow up
- ☐ Prepare for interview
- ☐ Send information
- ☐ Check voicemail/email
- ☐ Apply somewhere else
- ☐ Other: _____

Keeping track helps me follow up without trying to remember everything.



Another copy is available
in the Resource Hub.

Move-In Day Document First

Before you unpack and make the space your own, take time to check the condition of your new home. Documenting what you see helps protect you later if there are questions about damage.

CHECK THESE AREAS:

- | | |
|-------------------------------------|---|
| ☐ walls | ☐ cabinets |
| ☐ floors | ☐ lights |
| ☐ ceilings | ☐ outlets (where appropriate) |
| ☐ doors | ☐ heating/cooling |
| ☐ locks | ☐ smoke/CO alarms (where provided) |
| ☐ windows | ☐ existing damage |
| ☐ sinks | ☐ other: _____ |
| ☐ faucets | ☐ other: _____ |
| ☐ toilet | ☐ other: _____ |
| ☐ shower/tub | ☐ other: _____ |
| ☐ appliances | |

DOCUMENT:

- ☐ Take clear photos or video of existing damage.
- ☐ Keep copies somewhere safe.
- ☐ Complete a move-in condition form if provided.
- ☐ Report significant problems through the proper maintenance/contact process.

*If it was damaged before I moved in,
I want a record showing that.*

THINGS I NOTICED AT MOVE-IN:

THINGS I REPORTED:

Issue: _____

Date reported: _____

Reported to: _____

FREE REFILL

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in the Resource Hub.

*Documenting today
helps protect tomorrow.*



SECTION 6

My Everyday Home Reset

*Maintaining a home
is mostly a bunch of
small things done again.
Nobody finishes forever.*

THIS WEEK

FOOD

- ☐ Grocery check
- ☐ Use food that needs to be eaten
- ☐ Throw away unsafe/spoiled food
- ☐ Make a basic meal plan

HOME

- ☐ Trash
- ☐ Dishes
- ☐ Bathroom
- ☐ Floors
- ☐ Clear one problem area

LAUNDRY

- ☐ Clothes
- ☐ Towels
- ☐ Bedding if needed

LIFE STUFF

- ☐ Check mail
- ☐ Check bills/due dates
- ☐ Refill household basics
- ☐ Report maintenance issue
- ☐ Something I keep forgetting:

ONE THING THAT WOULD MAKE HOME FEEL BETTER THIS WEEK

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My Transportation Backup Plan

A little preparation today can give me more freedom tomorrow.



This is a practical backup page for important commitments. Having a plan can help me stay on track, even if something unexpected happens.

IMPORTANT COMMITMENT

Could be: appointment • work shift • interview • class • training • meeting • important personal commitment

Where I need to be: _____

Date: _____ Time: _____

PLAN A

How I expect to get there: _____

What time I need to leave: _____

PLAN B

If Plan A falls through: _____

Who could I contact: _____

Phone/contact: _____

PLAN C

Another option: _____

IF I AM GOING TO BE LATE OR CANNOT GET THERE

Who do I need to contact? _____

How early should I contact them? _____

What can I say? _____

*"I'm having a transportation problem and I may be late / unable to arrive.
I wanted to let you know as soon as possible."*

IMPORTANT

A transportation problem becomes a communication problem when nobody knows what is happening.

Telling someone early can protect options.

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A backup plan does not mean I expect failure. It means I am prepared.

Where Did I Put That?

KEEP THE LOCATION. PROTECT THE SECRET.

It can be hard to remember where important documents and information are stored, especially when life gets busy. Use this page to write down where to find things without writing the sensitive details themselves.

ITEM / INFORMATION	WHERE I KEEP OR FIND IT
Birth certificate	
Social Security card / ID document	
Passport	
Insurance information	
Lease	
Tax paperwork	
Vehicle documents	
School/training records	
Important digital records	
Other	



DO NOT WRITE HERE

For your safety, do not write any of the following on this page:

- passwords
- PINs
- full account numbers
- security codes
- Social Security number
- banking login information

Instead, record something like:

"Stored in my secure password manager."

or

"Original is in the locked file box."

KEEP THE LOCATION. PROTECT THE SECRET.

A little organization today can bring a lot of peace tomorrow.



SMALL
STEPS
CREATE A
CALMER
TOMORROW.



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Going Out, And Getting Home Safely

*A good plan
gives you more
freedom, not less.*

FUN AND A PLAN CAN EXIST IN THE SAME NIGHT.

Whether you're heading to a friend's house, a concert, a party, or just out for the evening, a little planning can help you enjoy your time and get home safely. Independence is important, and so is having a plan — before you need it.

BEFORE I GO

IT HELPS TO KNOW:

- ☐ Where I am going
- ☐ Who I am going with
- ☐ How I expect to get home
- ☐ What time transportation stops running (if applicable)
- ☐ Whether my phone is charged
- ☐ How much transportation may cost
- ☐ Who I could contact if plans change

*A little planning now can prevent
a lot of stress later.*

MY GET-HOME PLAN

Where I'm going:

How I plan to get there:

How I plan to get home:

Backup option:

Person I could contact:

WHEN I AM OUT

USEFUL HABITS:

- ☐ Keep track of my phone and belongings
- ☐ Stay aware of where I am
- ☐ Do not leave someone stranded without communicating
- ☐ Do not drive impaired
- ☐ Do not get into a vehicle with an impaired driver
- ☐ Arrange another ride when needed
- ☐ Leave a situation if I feel unsafe

*It's okay to change plans.
My safety matters.*

IF MY PLAN FALLS APART

I CAN:

- ☐ Contact someone I trust
- ☐ Arrange another safe ride
- ☐ Go to a staffed or public place
- ☐ Ask security or staff for help
- ☐ Contact emergency services if needed

*I would rather deal with
an inconvenient ride home
than an unsafe one.*

THINGS TO REMEMBER

- ☐ Trust my instincts.
- ☐ Keep my phone charged when possible.
- ☐ Know my surroundings.
- ☐ Look out for my friends and let them look out for me.
- ☐ It's always okay to leave if something doesn't feel right.

*Getting home safely is more
important than pretending
everything went according
to plan.*

Plan ahead. Enjoy the moment. Get home safely.

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