The Confirmed-Need Family Service Plan

Ask what helps, promise accurately, and finish the handoff.

Useful service starts with a confirmed need and the recipient's requirements. Children's roles require suitable supervision and respect for privacy.

Example: a family agrees to sort approved supplies during a scheduled session. An adult confirms child participation rules and transportation. The family finishes the assigned batch and leaves materials where the coordinator requested.

01 Confirm the need

Use the recipient's actual request.

Organization or recipient contact

Help they actually requested

Requirements or participation rules

Permissions to confirm before starting

02 Check household capacity

Make a promise the family can carry.

Time and travel available

Approved materials or cost

Adults who agreed to supervise

Exact commitment we can make

The Confirmed-Need Family Service Plan / Review & follow-through

03 Assign and protect

Give children suitable duties and protect privacy.

Suitable child roles

Adult responsibilities retained

Private information or photos to protect

Instruction and help each role needs

04 Complete the handoff

Confirm the finish and review usefulness.

Handoff time, place, and contact

Route for an early change message

Agreed work actually completed

Feedback or practical lesson to keep