

Home Supply List

Affiliates must ensure that all home supply items and food and/or food allowance are provided upon arrival and for a period of not less than thirty (30) days after arrival. When completing this form, please list the specific quantities provided (check marks or “enough” are not acceptable responses). The form must be completed prior to arrival for all temporary and/or permanent housing, including U.S. Tie housing.

PA Name:		Case Number:	
Date of Arrival:		Case Size:	
Number of Household Occupants:			
Relationship of Other Occupants to PA, if applicable:			
Address:			
Temporary (T) or Permanent (P) Housing:			

Furniture			Kitchen Items		
Item	Quantity	Donated, Provided by U.S. Tie or Purchased with R&P Funds	Item	Quantity	Donated, Provided by U.S. Tie or Purchased with R&P Funds
Mattress (and box spring, if needed) <i>(only married couples or children under 5 of the same gender may be expected to share beds)</i>			Tableware <i>(at least one fork, knife and spoon per person)</i>		
Bed Frame			Dishes <i>(at least one plate, bowl and cup per person)</i>		
Set of drawers, shelves or unit appropriate for storage of clothing <i>(in each bedroom, unless each bedroom closet has adequate shelving to accommodate clothing)</i>			Pots and Pans <i>(at least one sauce pan, frying pan and baking dish per family)</i>		
Couch or equivalent seating <i>(at least one per family, in addition to kitchen chairs)</i>			Mixing/Serving Bowls		
Lamp(s) <i>(at least one lamp per room, unless installed lighting is present and adequate, and lightbulbs as needed)</i>			Kitchen Utensils <i>(ex. spatula, wooden spoon, knife, serving utensils)</i>		
Kitchen Table and Chair(s) <i>(at least one table per case, and at least one chair per person)</i>			Can Opener		
Linens and Other Household Supplies			Toiletries		

Item	Quantity	Donated, Provided by U.S. Tie or Purchased with R&P Funds	Item	Quantity	Donated, Provided by U.S. Tie or Purchased with R&P Funds
Bath Towel <i>(at least one per person)</i>			Toilet Paper <i>(list number of rolls)</i>		
Sheets <i>(at least one set per bed)</i>			Shampoo		
Blanket(s) <i>(at least one per bed as seasonally appropriate)</i>			Soap		
Pillow(s) and Pillowcase <i>(at least one set per person)</i>			Toothbrush <i>(at least one per person)</i>		
Alarm Clock <i>(cell phone alarm meets requirement)</i>			Toothpaste		
Paper, Pens and/or Pencils <i>(one set per case recommended)</i>			Personal hygiene items <i>(such as deodorant, feminine hygiene products and razors)</i>		
Cleaning Supplies			Other Items and Food		
Item	Quantity	Donated, Provided by U.S. Tie or Purchased with R&P Funds	Item	Quantity	Donated, Provided by U.S. Tie or Purchased with R&P Funds
Dish Soap			Appropriate Seasonal Clothing <i>(throughout the R&P period for work, school, and everyday use, including proper footwear, for each member of the family. Clothing need not be new, but must be clean, in good condition, and functional)</i>		
Bathroom/Kitchen Cleaner					
Laundry Detergent					
Sponges and/or Paper Towels			Baby Items <i>(as necessary throughout the R&P period including baby food, clothing, car seat, diapers, crib)</i>		
Waste Baskets <i>(two per family)</i>			Food available upon arrival <i>(culturally appropriate, ready-to-eat food, plus one day's worth of additional food supplies and staples, incl. baby food as needed)</i>		
Trash Bags <i>(list number of boxes)</i>					
Mop or Broom			Additional Items		

Signature	
Date:	
Staff Member Name:	
Staff Member Signature:	