



U.S. SHIP Official State Agency

Summary of Responsibilities

- Administering entity of U.S. SHIP in your respective state
- Resources required to administer U.S. SHIP in your state
- Primary source of U.S. SHIP program specific education to participants in your state
- Maintain storefront for the U.S. SHIP program
 - Point of Contact for Participants
 - Phone / Email / Mailing Address
- Enroll participants
 - Enrollment Forms
- House participant enrollment and associated demographic information
- Confer certification
 - Participants demonstrate ability to generate 30-days of movement information in prescribed CSV / electronic format
- Maintain status of program participants in U.S. SHIP
- Provide aggregate level summary of participation statistics to U.S. SHIP Administration
- Organize your state's participation in U.S. SHIP House of Delegates Meeting