

Introduction

As a recipient of federal entitlement grant funds from the U.S. Department of Housing and Urban Development (HUD), the City of Wilmington is required to submit a Consolidated Annual Performance and Evaluation Report (CAPER). The 2015 CAPER reports on the City's progress in achieving priorities and goals set forth in the first year of the 2015-2019 Consolidated Plan.

The Consolidated Plan is a five-year strategic planning guide that identifies the City's affordable housing and community development needs and each Annual Action Plan describes planned projects and activities and how funds will be used for a given year of the Consolidated Plan.

The CAPER is also an assessment of how the City of Wilmington met other HUD requirements such as affirmatively furthering fair housing, reducing the problem of lead paint, progress of the Wilmington Housing Authority, reducing barriers to affordable housing, institutional structure, and progress of the Continuum of Care for the homeless, monitoring, compliance functions and citizen participation requirements.

The City of Wilmington was awarded the following grant amounts for PY2015:

- Community Development Block Grant (CDBG) – \$2,077,013
- HOME Investment Partnership Program (HOME) – \$374,716
- Emergency Solutions Grant (ESG) – \$191,540
- Housing Opportunities for Persons with AIDS (HOPWA) – \$629,494

This document provides a summary and detailed report on the use of funds for PY2015 pertaining to the funding allocated to the City of Wilmington.

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

In its 2015-2019 Consolidated Plan, the City identified the following priorities:

- Increase the supply of quality affordable housing;

- Improve the quality of the existing housing stock;
- Reduce the impact of neglected and vacant properties;
- Engage in targeted comprehensive neighborhood revitalization;
- Provide housing opportunities and supportive services for the homeless;
- Help all City residents meet basic social and economic needs.

A review of activities undertaken during the program year finds that in all cases CDBG, HOME, HOPWA and ESG dollars were used to address the objectives and related priorities in the Five Year Consolidated Plan. Details on all HUD expenditures and beneficiaries are provided in HUD's Integrated Disbursement Information System (IDIS). As part of leveraging, other Federally-funded, non-Federally-funded, housing-related activities are included in this CAPER.

During PY2015, the City disbursed HOME funds to multiple projects which are currently under construction. Jazz Court Apartment project was completed consisting of 44 newly-constructed rental units. It is comprised of 11 HOME units and 33 Low Income Tax Credit units. The Sacred Heart Village II Section 202 senior rental project with Ministry of Caring met with considerable setbacks in rock removal, labor constraints, and regulatory issues. This 24-unit senior housing development requested an extension from HUD for completion and was granted an extended date of November 2016; current construction completion is at 85%.

The City continued its work with existing CHDOs and other housing development agencies including Interfaith Housing Development, Cornerstone West, Habitat for Humanity, Ministry of Caring, Greater Brandywine Village Revitalization, Neighborhood House. Our Youth Inc. and InterNeighborhood Foundation have been certified as CHDO's and both had major new construction projects in the works. These projects will add 12 affordable homeownership units to the city stock.

Utilizing ESG funds to serve the homeless and special needs populations, the City assisted 672 individuals, 7 of which were veterans, 102 victims of domestic violence, 14 elderly and 67 chronically homeless. The total of ESG funds awarded to agencies were \$159,659 which provided matching and leverage funds totaling \$1,738,820.

HOPWA program funding of \$629,494 with leveraged of \$4,295,965 of additional funds. The total number of constituents assisted was 155 Tenant-Based Rental Assistance, 36 with Short-term Rent and Utility Assistance and 19 project sponsors housing subsidy assistance. 90% of the individuals' assistance are presently in stable housing.

The Neighborhood Stabilization Program (NSP) continued to stabilize neighborhoods and stimulate local jobs. The Department of Real Estate and Housing developed 6 properties during PY2015. Of the 6 homeownership units sold in 2015, 4 were redeveloped in 2011 and 2 were redeveloped in 2014.

CDBG was utilized to improve the community and existing housing stock by funding multiple eligible activities. Activities included Tree Planting, Shelter Operations, Employment Training, Services for Abused and Neglected Children, Subsistence Payments, Residential Facades, Public Improvement, Fair Housing Education and Outreach, Housing Counseling, Youth activities, Property Rehabilitation and Lead-Based Paint Abatement.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

Based upon information reported in the Consolidated Plan, the highest needs were the increase the supply of quality affordable housing, improve the quality of the existing housing stock, reduce the impact of neglected and vacant properties, engage in targeted comprehensive neighborhood revitalization, provide housing opportunities and supportive services for the homeless, and help all city residents meet basic social and economic needs.

The primary uses of the CDBG funds were affordable housing rehabilitation, public improvement, public services, public facilities and lead abatement controls. There were no significant changes in program objectives this year. The overall low-mod benefit for the CDBG for PY2015 was 98.00% which exceeds the overall 70% low-mod benefit requirement. The PR26-CDBG Financial Report is included in the Appendix Section.

Home Loan Repair Program – To provide a safety net as well as prevent the creation of additional vacant properties, the Real Estate and Housing Department provides repairs to owner-occupied homes in need of structural or systematically critical repairs. Repairs

include new roofs, electrical, heating and plumbing systems and other critical needs. The average cost was \$10,461.38 per unit. A total of 39 CDBG units were completed during PY2015.

Façade Program - The City of Wilmington's Façade Program utilizes CDBG funds to provide grants up to \$4,999 per residential building to address minor exterior, street frontage repairs or code violations. Owner and/or rental occupants must have incomes at or below 80% of median family income to be eligible for the façade program. In cases of multi-family rentals, 51% of the tenants must be income eligible. No residential and commercial façade projects were completed in PY2015. Habitat for Humanity received leveraging funds from the State of Delaware for much needed interior repairs, which caused their project with the city to be delayed.

Demolition Program – The City's goal continued to be the reduction in the number of units of non-viable housing stock. The City of Wilmington's demolition program targets long-standing vacant properties in "redevelopment" areas where little or no market potential for rehabilitation exists. As part of the City's continuing efforts to reduce the number of non-viable housing stock, no units were demolished in PY2015. However, much progress was made during PY2015 in establishing a non-profit land bank, which, when fully operational will address the city's vacant and abandoned housing stock and demolitions.

HOME – Jazz Court Apartments was completed in PY2015. The project consists of 11 Home-assisted units and 33 Low Income Housing Tax Credit units for a total of 44 income-based rental units. The City awarded the project total of \$500,000 in Home Funds for the project. The Sacred Heart Village II Section 202 senior rental project with Ministry of Caring met with considerable setbacks in rock removal, labor constraints, and regulatory issues. This 24 unit senior housing development requested an extension from HUD for completion and was granted extended date of November 2016; current construction completion is at 85%.

ESG – The City through its request for proposal process awarded 13.05% for Street Outreach (Coordinated Entry), 29.30% to Shelter, 40.00% to Rapid Re-Housing, 10.44% for Data Collection (HMIS) and 7.20% for Administration. ESG assistance included operating and supportive services for emergency shelters, rapid re-housing, centralized intake, and HMIS for homeless persons. For additional information, refer to the ESG CAPER section CR-60 through CR-75.

HOPWA – HOPWA funding was utilized primarily for operations and supportive services for homeless, supportive services facility, case management, tenant-based rental assistance, and short-term rental and utility assistance. All clients assisted met verification requirement guidelines. For additional information, refer to the appendices for the HOPWA Capers.



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 Office of Community Planning and Development
 Integrated Disbursement and Information System
Con Plan Goals and Accomplishments
 WILMINGTON, 2015

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Accomplishments Associated With a Single Strategic Plan Goal

Project Name	Activity Name	Goal Outcome Indicator	Outcome Unit of Measure	Outcome Actual - Program Year
13C55-400 W. 30TH ST-CDBG	13C55-400 W. 30TH-CDBG	Homeowner Housing Rehabilitated	Household Housing Unit	0
16C07 -CHILD, INC.	16C07 - CHILD, INC.	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	25
16C08 - Neighborhood House Inc - Youth Development	16C08-NEIGHBORHOOD HSE YOUTH	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	603
16C10-PROPERTY REPAIR	16C10-PROPERTY REPAIR	Homeowner Housing Rehabilitated	Household Housing Unit	25
16C11 - Delaware Center for Homeless Veterans	16C11-DELAWARE CENTER FOR HOMELESS VETS	Homeless Person Overnight Shelter	Persons Assisted	0
		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	71
16C13 - MOC-HOUSE OF JOSEPH I	16C13-MOC- HOUSE OF JOSEPH 1	Homeless Person Overnight Shelter	Persons Assisted	38
		Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0
		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	38
16C14-FACADE STAFF-CDBG	16C14-FACADE STAFF-CDBG	Homeowner Housing Rehabilitated	Household Housing Unit	0
16C19-Catholic Charities - Basic Needs	16C19-CATHOLIC CHARITIES-BASIC NEEDS	Homelessness Prevention	Persons Assisted	19
		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	19
16C27-The Salvation Army - Code Purple Program	16C27- SAL. ARMY-CODE PURPLE	Homeless Person Overnight Shelter	Persons Assisted	1591
		Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0
		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1591
16C30-YWCA Delaware Inc - Home Life Management Center	16C30-YWCA-HOMELIFE MGMT	Homeless Person Overnight Shelter	Persons Assisted	0
		Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	228
		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	228
16C31-Lutheran Community Services Homelessness Prevention Program	16C31-LUTHERAN COM. SERV.	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	215
16C36-Interfaith Community Housing - Homeownership Center: Housing Counseling	16C36-INTERFAITH- HOC	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	24
16C38-Neighborhood House Inc - Comprehensive Housing Counseling	16C38-N.H.-COUNSELING	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	99
16C39-Challenge Program: Construction Training Program	16C39-CHALLENGE PROGRAM	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	54
16C40-YMCA of Delaware - Male Residence SHP	16C40-YMCA - MALE RESIDENCE	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	143
16C45-DCRAC Housing Clinic	16C45-DCRAC	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5
16C54-DE Center for Horticultural Street Trees	16C54-DE Center for Horticultural Street Trees	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	70150
16C55-The Ministry of Caring - Mary Mother of Hope House I	16C55-MOC-HOPE HOUSE 1	Homeless Person Overnight Shelter	Persons Assisted	45
		Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0

		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	45
16C56-YWCA Delaware Inc - Housing Counseling	16C56-YWCA-HOUSING COUNSELING	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	114
16C61-Christiana Cultural Arts Center: Future Entrepreneurs in Creative Industries	16C61-CHRISTINA CULTURAL ARTS	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15
16C68-Tech Impact - IT Works Technology Job Training Program	16C68-TECH IMPACT-IT WORKS	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3
16C70-YMCA of Delaware - Walnut Street Teen Center	16C70-YMCA-TEEN CENTER	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	6151
CDBG-BAYRD HOUSE-CATHOLIC CHARITIES(16C50)	16C50- BAYARD HOUSE(CDBG)	Homeless Person Overnight Shelter	Persons Assisted	40
		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	40
CDBG-INGLESIDE SR. REPAIR	15C37-INGLESIDE SR. REPAIR-FY15	Homeowner Housing Rehabilitated	Household Housing Unit	3
HOPWA - CATHOLIC CHARITIES	16A04-CATHOLIC CHARITIES	Homelessness Prevention	Persons Assisted	32
HOPWA - CECIL COUNTY (STRMU)	16A05-CECIL COUNTY (STRMU)	Homelessness Prevention	Persons Assisted	4
HOPWA - CECIL COUNTY (TBRA)	16A05-CECIL COUNTY-TBRA	Jobs created/retained	Jobs	0
		Tenant-based rental assistance / Rapid Rehousing	Households Assisted	5
HOPWA - DELAWARE HIV	16A02-DELAWARE HIV	Jobs created/retained	Jobs	0
		Tenant-based rental assistance / Rapid Rehousing	Households Assisted	152
HOPWA - MOC HOUSE OF JOSEPH II	16A06-MOC HOUSE OF JOSEPH II	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	19
Interfaith - Homeownership	15C36 - INTERFAITH - HOMEOWNERSHIP	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	24
INTERFAITH CHDO- 103 W. 29TH ST	INTERFAITH -103 W. 29TH CHDO	Homeowner Housing Added	Household Housing Unit	1
PROPERTY REPAIR PROGRAM	15C10-PROPERTY REPAIR	Homeowner Housing Rehabilitated	Household Housing Unit	1
WHP - 800 N. SPRUCE	WHP-800 N. SPURCE ST	Homeowner Housing Added	Household Housing Unit	1

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME	HOPWA	ESG
White	34	0	0	0
Black or African American	45	3	0	0
Asian	0	0	0	0
American Indian or American Native	3	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0
Total	82	3	0	0
Hispanic	10	0	0	0
Not Hispanic	72	3	0	0

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

During the 2015 Program year, the City of Wilmington assisted # persons and families through its Federal and Non-federal funding.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	Federal	\$4,006,214	\$2,226,282
HOME	Federal	\$954,496	\$390,769
HOPWA	Federal	\$629,494	\$629,494
ESG	Federal	\$191,540	\$182,817
NSP	Federal	\$	\$
Housing Strategic Funds	Non-Federal	\$1,168,500	\$1,168,500

Table 3 – Resources Made Available

Narrative

The table above summarizes the PY2015 resources identified by the City of Wilmington for the specific programs and the actual amount expended. CDBG resources made available were PY2015 funding, remaining funds from prior years and program income. HOME funds like CDBG, were PY2015 and multiple prior year funds. HOPWA and ESG were PY2015 funds as all prior years were expended. Housing Strategic Funds were prior year funds appropriated from the Administrative and Legislative bodies of local government. All local funds were expended during the PY2015.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Browntown/Hedgeville	15		
DOWNTOWN AREA	15		
Eastside	20		
Northeast	10		
Southbridge	10		
West Center City	10		
Westside	20		

Table 4 – Identify the geographic distribution and location of investments

Narrative

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City of Wilmington continued to give priority to the use of Federal resources to leverage other public and private funds. This is particularly true with respect to development projects, as very rarely do Federal resources cover all of the costs, particularly if the project is more than 2-3 units in size.

The City of Wilmington's HOME match liability was reduced from 25% to 12.5%. The City expended \$77,091 in PY2015, accruing a match liability of 9,636. There was no Match contribution during PY2015. There was \$585,151 in available HOME match at the start of PY2015.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	585,151
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	585,151
4. Match liability for current Federal fiscal year	73,144
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	512,007

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
		\$0	\$0	\$0	\$0	\$0	\$0	\$0

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period	Amount received during reporting period	Total amount expended during reporting period	Amount expended for TBRA	Balance on hand at end of reporting period
\$	\$	\$	\$	\$
\$0	\$0	\$0	\$0	\$0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Number						
Dollar Amount						
Sub-Contracts						
Number						
Dollar Amount						
	Total	Women Business Enterprises	Male			
Contracts						
Number						
Dollar Amount						
Sub-Contracts						
Number						
Dollar Amount						

Table 8 – Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number						
Dollar Amount						

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired						
Businesses Displaced						
Nonprofit Organizations Displaced						
Households Temporarily Relocated, not Displaced						
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number						
Cost						

Table 10 – Relocation and Real Property Acquisition

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CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units		
Number of non-homeless households to be provided affordable housing units		
Number of special-needs households to be provided affordable housing units		
Total		

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance		
Number of households supported through the production of new units		
Number of households supported through the rehab of existing units		
Number of households supported through the acquisition of existing units		
Total		

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Overall the City of Wilmington met or exceeded its goals for Year-One. The total households assisted were through the CDBG, ESG, HOME and HOPWA programs.

Discuss how these outcomes will impact future annual action plans.

The City continue to work with the Wilmington Housing Partnership as the primary organization to lead neighborhood revitalization initiatives in “at-risk “areas. The City will continue its work with nonprofit and for-profit housing developers to increase the availability of affordable housing that is decent, safe, sanitary and accessible. In an effort to leverage shrinking federal dollars, the City is aggressively seeking to attract increased housing and economic development initiatives through partnerships and incentives with for-profit developers. The City has begun a more focused effort to target “redevelopment” areas in the community, primarily utilizing the Five-Year Consolidated Plan, the Statewide Analysis of Impediments of Fair Housing Choice and the City’s Comprehensive Plan and recently completed Market Value Analysis done by The Reinvestment Fund.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	ESG Actual	HOME Actual	HOPWA Actual
Extremely Low-income	0	0	0	0
Low-income	0	0	0	0
Moderate-income	0	0	0	0
Total	0	0	0	0

Table 13 – Number of Persons Served

Narrative Information

The majority of activities continue to be in predominately low and moderate-income areas. Many of the services are citywide in nature (the City is 62% Low/Mod), and accessible to all parts of the city because of the small size of the community. The Low/Mod areas are also synonymous with areas of high minority concentration.

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CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

With the limited resources that are available the City of Wilmington plays an integral role in ensuring that homeless assistance programs continue to serve those with the most need. One of the City's priorities has been to ensure a seamless Continuum of Care for all homeless persons. This priority is met by coordinating and collaborating with providers of homeless prevention, coordinated intake, emergency shelters, transitional housing and rapid re-housing services, as well as the active role the City plays in the Continuum of Care planning process facilitated by the Homeless Planning Council of Delaware and the work of the Delaware Interagency Council on Homelessness.

The Homeless Planning Council of Delaware serves as the statewide lead agency for Delaware's Continuum of Care and the system administrator for the statewide Homeless Management Information System (HMIS). The City participates in the HPC's planning process by participating in meetings, collaborating with the HPC on funding and advocacy issues and ensuring Delaware's HMIS system is operational. During the 2015 Continuum of Care application process, Delaware was awarded \$7.5 million from HUD in the Continuum of Care funding competition. Funds were awarded to 7 agencies and 27 programs to assist the homeless population.

The City of Wilmington utilized CDBG and ESG funds to support programs for housing assistance, emergency shelters, transitional housing, rapid re-housing, employment training and foreclosure and mortgage default counseling for low/mod persons with supportive services being offered.

Many of these agencies are active participants in the Delaware Continuum of Care planning process as well, and some of them also receive Continuum of Care funding. A City of Wilmington staff person worked closely with the CoC Collaborative Applicant during the PY2015 CoC funding competition by being on the CoC Scoring committee alongside other community members and local funders of homeless services and housing and making funding decisions.

The City of Wilmington staff person also worked closely with the CoC Lead agency in Delaware to develop standard performance measures for homeless assistance projects in the state that can be measured in HMIS, and also helped finalize formal rapid re-housing standards for Delaware.

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Delaware has a PATH Outreach provider, funded through SAMHSA, administered by the

Department of Health and Social Services, and operated by the Rick Van Story Resource Center. The PATH Outreach project operates statewide throughout Delaware, with a City of Wilmington dedicated outreach worker. Their role is to outreach to unsheltered homeless households, assess their housing and service needs and work collaboratively with partner agencies to connect clients to homeless assistance resources.

Addressing the emergency shelter and transitional housing needs of homeless persons

Delaware has a statewide coordinated entry system, Centralized Intake (CI). If households are in need of homeless shelter they contact Centralized Intake by calling CI directly, calling 2-1-1 to be connected, or by visiting one of 15 statewide state service centers. Clients are assessed for literal homelessness and referred the same-day to available emergency shelter beds throughout Delaware. Any household in need of shelter in Wilmington contacts Centralized Intake for assessment and referral.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Delaware has two primary homeless prevention providers, Lutheran Community Services and Catholic Charities. Households that are in need homeless prevention resources are directed by Delaware 2-1-1 and Centralized Intake to contact these agencies for assistance. The Delaware CoC hosted homeless diversion training in PY2015. This is a front door homeless prevention program model that seeks to keep households from entering shelters whenever possible. A diversion pilot program was implemented in the City of Wilmington in PY2015 to gather data and information on how to operationalize homeless diversion in Delaware. The Delaware CoC and its partners continue to explore how to effectively implement homeless diversion in Delaware and the City of Wilmington, in particular, where the majority of homeless seek services.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

In PY2015, the Delaware CoC implemented a rapid re-housing (RRH) performance improvement project with RRH agencies in Delaware, a number of whom are funded for RRH

through City of Wilmington with ESG funds. The goal of the project was to better understand the outcomes of RRH in Delaware and provide direct technical assistance to providers of RRH to help them better be able to rapidly re-house homeless families and individuals, shortening their length of time homeless and providing them with appropriate in-home case management support to remain stably housed. Two full-day trainings were provided along with one-on-one technical assistance by a contracted consultant. Delaware's coordinated entry program, Centralized Intake, keeps a by-name list of chronically homeless individuals and families in Delaware . The list is prioritized by severity of service need and length of time homeless, prioritizing the longest stayers and highest need households for CoC permanent supportive housing assistance. Delaware also coordinates closely with the VA's SSVF program to rapidly re-house veterans and veteran families. The HMIS lead agency manages a statewide by-name master list of homeless veterans. The list is reviewed bi-weekly and any newly homeless veteran is connected/referred immediately to SSVF to ensure quick enrollment and access to housing. Any chronically homeless veteran is referred to HUD VASH or CoC permanent supportive housing. A City of Wilmington staff person is part of the New Castle County Veteran steering committee to assist in helping the City of Wilmington and its neighboring jurisdictions end veteran homelessness.

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CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

A Memorandum of Agreement remains in effect between the City of Wilmington and the Wilmington Housing Authority committing to a cooperative effort including, but not limited to: common goal acquisition and disposition strategies, value driven neighborhood planning, development of common action plans and an upgrading of communication. Activities include the Wilmington Housing Authority disposing of properties to the City and the City in turn coordinating the renovation of the properties and the creation of homeownership opportunities in targeted areas.

We had three Recovery and Competitive Grants (Stimulus Grants) that opened in 2009 with obligation end dates in 2010 and disbursement ending in 2012. These ARRA Grants have significantly increased our resources in terms of modernization of various projects at AMP levels. After these grants ended, there were CFP and RHF Grants that opened in 2012.

HUD Public Housing Assessment (PHAS) Scores

PHAS scores for FY15 were released during the period. WHA scored an aggregate 73% for the period, down from 78% in FY14. The 73% score results in a “standard” designation for the period.

Property Management (Public Housing)

WHA managed 1531 public housing units at year end FY16 with 1488 available for occupancy, 41 vacant awaiting lease-up, 6 vacant undergoing modernization, 12 approved for “non dwelling” use and 3 approved for disposition.

In FY16, WHA Public Housing Management Areas (AMPS) are:

AMP 2: Southbridge - 183 family units (180 on site and 3 scattered site units)

AMP 5: Northeast - 297 family units

AMP 6: Crestview – 191 units (147 high-rise, 44 mid-rise in Kennedy and Evans House)

AMP 7: Baynard - 113 Senior Units (includes 13 mid-rise units at 1802 West Street)

AMP 8: Scattered Sites North -122 family units

AMP 11: Mid City - 330 units mixed population (Herlihy, Compton and 201 Poplar Street)

AMP 15: Scattered Sites South - 147 family units

AMP 24: New Village of Eastlake - 70 family units (plus 90 homeownership units)

AMP 26: Heald Street – 13 family units (all included in Section 32 Homeownership Program)

AMP 27: New Lincoln Towers - 65 senior units plus 22 project based voucher units

WHA also managed 218 units of tax credit developed housing at The Park View (200 senior units) and Madison Gardens (18 family units) through its affiliates and 1 unit of market rate housing through its 501(c)3 affiliate.

Each property is managed with on-site personnel and most site related functions are performed at the property. The 400 Walnut Street location functions as the Central Office that provides administrative support and also houses the Housing Choice Voucher (Section 8) program administrative staff.

Property Management (Tax Credit Properties):

All tax credit sites operated within budget and in compliance with IRS requirements during the period. Tax credit supported sites are:

New Village of Eastlake Hope IV – 70 unit Rental Phase completed in 2003, 90 Homeownership Phase completed in 2007, all units sold by 2010. Site was named the best affordable homeownership project in the country by The Affordable Housing Finance Magazine in 2008. Currently managed by Arbor Management and is fully occupied with a waiting list of over 200 applicants.

The Park View – 1800 Broom Street – 200 unit senior only property – Managed by WHA. The site remains fully occupied with a waiting list of almost 100 applicants. Basement office space is leased by a physician who provides services to building residents and community at large. DSHA has indicated that although reserved in 1998, The Park View credits were not used until 2000 and therefore do not expire until October 2015. The partnership with Edison Capital on The Park View property ended October 2016 with no outstanding Park View credits. We are in the planning stages of building new partnerships and the terms and conditions are to be finalized once the deal is made.

Madison Townhomes – 18 unit family townhouses – Managed by WHA. Site remains fully occupied with 10 vouchers and 8 market rate residents. 14 applicants are presently on waiting list.

Lincoln Towers – 88 senior units, 65 public housing, 22 project-based vouchers and 1 unsubsidized unit. The property is managed by Interstate Realty (The Michaels Group). The site came on line in May 2013, remains fully occupied and presently has a waiting list of over 250 applicants.

Finances

FY15 produced another unqualified audit with no new audit findings. One previous period finding regarding compliance with reporting on HUD SRO (Single Room Occupancy) program at Gateway House has been closed and all documentation has been submitted. WHA's net position at year end was a minus \$1,164,524 compared to last year with capital program close-outs accounting for most of the change. Reserve amounts exceeded \$1.9 million resulting in a positive cash position of over \$800,000 for the period. Component units of WHA (tax credit and other non federal programs and activities) all operated at or below budget. As of 2015, information has not changed. 2016 audit is not finalized as yet. We will update this information to you when we receive the final audit.

Maintenance

Work order backlog for FY16 was just over 2% with over 10,000 work orders processed during the year, over 2% of which were emergencies that were closed within 24 hours. In the current REAC site inspections, WHA received a score of 77% (31 of 40) for Physical Conditions and Maintenance.

Capital Improvements

WHA received FY16 capital funding of approximately of \$2.98 million during the period to fund approved capital program items. FY16 Replacement Housing Factor” funds category (approximately \$434,000) must be held for future development projects.

WHA completed the \$3.5 million “self implemented” PHASE II Energy Performance Contract (EPC) that installed energy related capital improvements agency wide

Baynard Apartments: The two elevators were replaced at Baynard to provide safer more reliable service for the 100 apartment elderly (62+) high rise building

Northeast: A roof replacement contract has been let for 28 units in the Northeast (Riverside) Family Development. The Choice Neighborhood Planning Grant application was not awarded slowing the redevelopment plans for Riverside necessitating the roof replacement.

Southbridge: The Phase II EPC contract was completed and the 180 unit Southbridge Family Development is fully occupied.

Scattered Sites: Public housing units at 1502 Clayton Street and 2800 Prestwyck Court were sold under the Section 32 Homeownership Program. A contract is pending for the sale of the NSP unit at 2104 N Pine Street.

Capital Improvements

Evans House: A \$500,000 renovation of the 18 unit Evans House at 30 -34 W 30th Street is underway with completion anticipated early next year.

Rental Assistance Demonstration (RAD): The 57 unit West Center City long term vacant RAD/Tax Credit project was not approved. WHA determined that it was in its best interest to withdraw its RAD portfolio application since the new RAD rents did not cover WHA’s current expenses.

Housing Choice Voucher Program (Section 8)

WHA was authorized for 1932 vouchers during the period with a budget authority of \$12.5 million. Voucher utilization was 1514 allocated at 83% of budget authority. Our SEMAP (Section 8 Management Assessment Program) score is 93% (high performer) in FY15, down from 98% in FY14.

WHA continued to administer the VASH program vouchers, a statewide program for homeless

veterans in conjunction with the Delaware VA Hospital. The VASH program has 159 vouchers authorized with 140 under contract.

13 WHA vouchers are currently being utilized to support mortgages under the homeownership voucher program.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

Resident Services

WHA continues to provide residents access to a wide variety of programs and services through strategic partnerships with many agencies. Programs include Job Training, Home Ownership Counseling, Daycare, Substance Abuse Help, Educational Assistance, Health Services, Elderly Services, etc., and are made available to our residents through our Resident Services Office.

WHA again partnered with Central Baptist CDC to bring its “Urban Acres” farmers market to Parkview Apartments where fresh produce was provided for sale at a reduced rate weekly throughout the summer months.

As of March 31, 2016, eight (8) families have purchased homes under the Section 32 program, three (3) sales were pending and one “offer to purchase” was in process of being executed.

WHA continues to enforce the Section 32 Homeownership Policy and Lease Purchase Agreement whereas units currently occupied by residents not qualified to purchase the home will be offered for purchase to other qualified applicants who are participating in the program.

WHA continued to operate its “One Stop Shop” for resident services on the ground floor of the Crestview site in FY16. More than 15 service providers utilize the space including the Workforce Investment Board, SNAP Program and a variety of non-profit organizations.

Security

The Security “Command Center” established at Kennedy monitors video cameras at each of WHA’s mid rise and high rise buildings 24/7. International Security is contracted to provide security guard services at WHA properties. WHA’s full time Security Coordinator manages responses to WHA emergencies that occur after normal work hours.

Actions taken to provide assistance to troubled PHAs

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

With 17 of 26 census tracts in the City of Wilmington either impacted or highly impacted by minority concentration, the City recognizes the challenges it faces in expanding fair housing choice to less dense areas of opportunity where traditionally, the cost of land acquisition and community opposition make affordable housing development extremely difficult. The City continued to move forward with many projects and programs to help overcome existing barriers to affordable housing, including working with area CHDOs and other developers to find suitable sites for infill development of affordable rental and owner housing projects.

The City's building code recently incorporated flexible provisions for rehabilitation of existing structures. There is sufficient zoning for multi-family housing and the amount of this area exceeds demand. The City has a tax rebate program and fee waiver program for new construction and rehab of affordable residential properties to encourage redevelopment in target areas.

To address the lack of available land the City is actively involved in planning for the reuse of environmentally contaminated land or Brownfields with the potential for remediation redevelopment as housing.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

For the past too years, the City of Wilmington's Department of Real Estate and Housing, Department of Planning and Urban Design, Wilmington Housing Partnership and many participants from the local banking communities have been working of the development of a land bank. The goal was non-profit development and to create an entity that can develop the tools to address blight and vacancy in the City of Wilmington. The Land Bank was legislated by the State of Delaware and City Council has been named the Wilmington Neighborhood Conservancy Land Bank Corporation (WNCLBC).

A great deal of research was done, including looking at models currently being used in a numbers of cities, attending conferences and seminars to learn best practices and incorporating the use of lands banks.

The goal is to have the Land Bank operational by January 2017. Some funding required to operate the Land Bank has been secured, with continual efforts being made to target additional resources. The City of Wilmington as thus far committed more than \$2 million to the WNCLBC and is developing a mou with WNCLBC to provide finance and in-kind resources to the land bank along with expected State and Private contribution.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

According to the 2010 U.S. Census, the City of Wilmington has 34,479 housing units. Approximately 16,824 units (48.8%) were constructed prior to 1939, with 7,349 units (21.3%) were constructed prior to 1960 and 5,510 (16.0%) were constructed prior to 1979. Thus, applying the relevant percentages, a total of 24,433 housing units (70.9%) are likely to have lead-based paint. The age of Wilmington's housing stock, coupled with a high poverty rate (23.9%) double that of the state (11.7%), places the City's children at extremely high risk of exposure to the debilitating effects of lead poisoning. For this reason, the targeted De-Lead Wilmington zip codes most at risk are - Census Tract 22 - 19801, 19802, 19805 and 19806.

DE-Lead Wilmington Program – The City of Wilmington's Department of Real Estate & Housing was awarded a 3-year, \$2,589,695 grant by HUD's Office of Healthy Homes and Lead Hazard Control in 2011 with an initial goal of completing lead hazard reduction in 220 at-risk units in high-risk communities. The City and its program partners provided over \$1.5 million in match and in-kind funds and services to the program.

Grant Extension Period – The City of Wilmington was placed on high risk, approximately a year into the grant period, following grant operations being terminated with an outside contractor and moved in-house. At the end of the original 3-year grant period, HUD approved a one-year (no-cost) extension through October 31, 2015. On April 30, 2015, the City received a "green" designation and was allowed to restructure its unit completion requirements. The City program continued to meet the revised benchmark of a total of 137 units completed as of December 31, 2015. The program mitigated a total 34 units in PY2015.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

Poverty is particularly concentrated in certain neighborhoods and census tracts in the City. In the Riverside community of Northeast Wilmington (Census Tract 7) over 60% of residents live below the poverty line. Over 45% of residents of the Eastside (Census Tract 17) live in poverty. There are also high poverty levels of over 40% in parts of the West Side (Census Tract 23) and in Southbridge (Census Tract 19). Poverty levels in West Center City exceed 30%. High poverty neighborhoods in Wilmington have been plagued by drug related activity and gun violence.

Wilmington's anti-poverty strategy, which focused on addressing unemployment, job training, and job creation and retention, was renewed during PY2015. Despite limited resources, CDBG funds are no longer used to directly support economic development activities. The City has reinstated support of services to youth and families in addition to the delivery of homelessness prevention, basic community services and housing improvement. A City task force comprised of several department heads was commissioned by the Mayor to create a workforce development plan to employ un-employed and under-employed city residents in living-wage jobs. The City continued to work on an apprenticeship program, which will work with a state-approved local union to provide training for city residents in various residential construction trades. Trainees will make up a pool of eligible laborers and apprentices which contractors can pull from in working to meet federal Section 3 requirements.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City's Integrated Planning Process Team has taken the lead role in coordinating the planning and implementation of affordable housing programs to benefit city residents. While the City leads the strategy development, many private and public, for-profit and not-for-profit organizations, as well as citizens of Wilmington, are actively involved in the development of the strategy.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City of Wilmington continued its partnership with the Wilmington Housing Partnership (WHP), giving the City the ability to leverage additional non-governmental funds for affordable housing development, neighborhood revitalization strategies while increasing the City's capacity to produce large-scale housing in a timely manner. WHP continued its work with the RISE program, as well as its work with non-profit partners to help increase their capacity to carry out housing projects. WHP also launched an aggressive redevelopment effort on Wilmington's Eastside, as part of the Eastside Rising Phase I, which plans to redevelop 5 homes in the next two years, as part of a larger redevelopment effort involving other non-profit stakeholders in the area.

A Memorandum of Agreement with the Wilmington Housing Authority to conduct mutually beneficial joint acquisitions, development and planning activities, remained in effect during PY2015.

The City continued its work with existing CHDOs and other housing development agencies including Interfaith Housing Development, Cornerstone West, Habitat for Humanity, Ministry of Caring, Greater Brandywine Village Revitalization and Neighborhood House. Two additional CHDO applications for InterNeighborhood Foundation, Our Youth, Inc. and Central Baptist CDC were approved during PY2015.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City of Wilmington's Department of Real Estate and Housing has taken the lead in addressing the impediments in the 2011 Fair Housing Action Plan. Additionally, the City has continued its participation on the fair housing task force comprised of members from each jurisdiction charged with addressing regional impediments to Fair Housing Choice identified in the statewide AI.

During PY2015, the City of Wilmington undertook or accomplished the following:

In PY2015 the City employed the services of a fair housing consultant to review the Analysis of Impediments and reach out to each responsible party for updates on actions towards resolution

and where needed, performed these actions on behalf of the City.

In PY2014 the City made progress towards translating the City's website into Spanish with the click of a button and in PY2015 the City's website has been fully updated and is available in multiple languages, including Spanish.

The City continued to enforce its Section 3 Policy as a key factor in the Regulatory Review Process for all construction-related projects triggering the Section 3 threshold. A Real Estate and Housing staff member was assigned to oversee Section 3 compliance. During the previous administration, the Department of Real Estate and Housing began discussions with the only state-certified construction apprenticeship program to explore collaborating in the development of an apprenticeship program for the City's low-income residents.

In PY2015, the City of Wilmington awarded CDBG funding to five non-profit home buyer education, housing counseling and foreclosure prevention agencies.

In PY2014 the Director of Real Estate and Housing met with the Director of State Human Relations Commission who agreed to handle fair housing enforcement complaints (except for those relating to source of income) on behalf of the City of Wilmington. In PY2015 The City amended the city code to reflect this change and improve the monitoring and resolution of fair housing complaints.

During PY2015 the City of Wilmington held fair housing trainings for city/county employees and subgrantees who administer direct services and began begun planning for FY17. In addition, staff attended several fair housing trainings sponsored by other organizations, including an all-day training on the AFFH planning process sponsored by the State Human Relations Commission.

In an effort to affirmatively further fair housing and expand housing opportunities on a regional level, the City of Wilmington remains part of an advocacy group that meets annually to promote the Delaware Housing Search website that provides real-time search and availability of affordable and accessible housing

The City's Comprehensive Plan Update, including its Land Use Plan, is scheduled for end of 2016 and will include the City's statement of responsibility to affirmatively further fair housing. In the meantime, the current comprehensive plan is being amended to include the statement on fair housing.

In PY2015 the City continued efforts to track member composition for boards and commissions pertaining to housing and developed a form to be circulated for tracking and aggregating such information.

In PY2015 the City worked with the Wilmington Housing Authority on a Choice Neighborhood Grant application to provide improved housing opportunities for individuals and families in one

of the most distressed areas of the city. This collaboration was significant for the department and provided a framework for future partnership.

DRAFT

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City's comprehensive monitoring system consists of a written monitoring handbook, file and monitoring checklists for each project type administered by City staff, who work administratively with each Federal program. During PY2015, on-site monitoring visits were conducted for 23 Public Service Subrecipients of Federal funding.

Activities administered by various City departments and those contracted to subrecipients are reviewed annually to ensure review procedures and compliance standards are being met. Subrecipients are required to submit performance reports and financial activity reports on a regular basis. The status of City-administered housing activities, funded through federal, state, local and private resources are reviewed on a weekly basis.

The City of Wilmington conducted on-site monitoring visits with each Subrecipient of the City's CDBG, ESG, and HOPWA funds. A minimum of one annual on-site monitoring visit is conducted with additional visits were indicated. Desk audits are performed each month when a draw request is received. During on-site visits, the Program Administrator reviewed Subrecipient grant administration, financial reporting and performance outcomes described in their Scope of Services to ensure overall program compliance. In PY2015, there were no significant findings during on-site monitoring visits. However, several suggestions were made regarding uniformity of recordkeeping, and the timely submission of reports.

The HOME Program Administrator received Annual income/rent determinations via email; and a trained Rehabilitation Specialist inspected all units for compliance with City Housing Code Standards. There were no outstanding findings.

All completed units must meet City of Wilmington Housing Code Inspection standards and obtain a C of O from the Department of Licenses and Inspections. As part of ongoing, long-term HOME compliance, all units are monitored annually for tenant income determination eligibility, HOME rents. City of Wilmington Housing Code Standards inspections are conducted every one to three years, according to the number of units in the project.

All City of Wilmington HOME documents meet the required language for compliance with regard to the recent updates to the HOME program.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The draft PY2015 Consolidated Annual Performance and Evaluation Report (CAPER) was made available to the public for the required 15-day comment period in News Paper on September 9, 2016 to September 23, 2016.

The advertisement gave a description of the CAPER, the information contained in the report, and the purpose of its submission to U.S. Department of Housing and Urban Development. Additionally, an explanation was provided of the 15 day comment period, its associated dates, and assurance that all written comments would be reviewed and considered prior to submission of the report to HUD. The expected submission date was published to further informed citizens of the time limits involved in commenting on the contents of the report.

Copies of the CAPER were available for review at the Department of Real Estate and Housing and the City of Wilmington's Neighborhood Planning Committees were email the notice information. A draft copy of the CAPER was available on the City's website at www.WilmingtonDE.gov/government/caper.

DRAFT

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

There is no change in the Jurisdiction's program objectives in PY2015.

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Not Applicable

DRAFT

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

The City of Wilmington operates its HOME Investment Partnership Program using the following policies and procedures:

1. The City of Wilmington requires every applicant to sign an agreement containing the following language: This is to certify that to the extent there are vacant units and properties being rehabilitated through the HOME Program, those units will be marketed in an affirmative manner to attract tenants, regardless of sex, of all minority and majority groups.
2. The City, in marketing the program, informs all potential participants in the application packet that they must conform to affirmative marketing requirements, if they are selected to participate in the program.
3. Owners are referred to the Wilmington Housing Authority to solicit names of eligible tenants from their waiting list. In addition, as a next step, they should contact New Castle County for names of persons seeking rental housing.
4. The City will evaluate each owner or developer's performance immediately following occupancy of the unit. Owners and developers found noncompliant with HOME Affirmative Marketing requirements face the penalties, including repayment of loans before the sale of unit(s), higher interest charges, change status of a grant to a loan, disqualification from future Federal funding and possible loss of the property, if after notification by the City of Wilmington, efforts to correct identified areas of noncompliance are unsuccessful.”

The City of Wilmington took all steps to provide outreach to minorities and other underserved populations through affirmative marketing efforts.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

The City of Wilmington did not received program income for the Home Program.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

Funding through the Neighborhood Stabilization Program (NSP) remained the primary means for development of for-sale affordable housing. By using NSP funds to pay for all of the development costs (and keeping all the sales proceeds in return) the City has been able to reduce development risks for participating developers, which has resulted in dozens of eligible properties being acquired and renovated, many targeted to households below 50% of area median. In an effort to increase availability of market-rate housing, the City leveraged its federal allocation with local funds to provide a housing mix that appeals to a more diverse group of buyers.

The City's CDBG Rehabilitation Program increases and improves the quality of life and supply of affordable housing. The program provides deferred loans to qualified home-owners to address safety, code and system issues.

Community Housing Development Organizations (CHDOs) apply for funding to rehabilitate, renovate and affordable housing.

DRAFT

CR-55 - HOPWA 91.520(e)

Identify the number of individuals assisted and the types of assistance provided

Table for report on the one-year goals for the number of households provided housing through the use of HOPWA activities for: short-term rent, mortgage, and utility assistance payments to prevent homelessness of the individual or family; tenant-based rental assistance; and units provided in housing facilities developed, leased, or operated with HOPWA funds.

Number of Households Served Through:	One-year Goal	Actual
Short-term rent, mortgage, and utility assistance payments	52	36
Tenant-based rental assistance	98	96
Units provided in transitional housing facilities developed, leased, or operated with HOPWA funds	0	0
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	16	19
Total	166	151

Table 14 – HOPWA Number of Households Served

Narrative

HOPWA funding was utilized primarily for operations and supportive services for homeless, supportive services facility, case management, tenant-based rental assistance, and short-term rental and utility assistance. All client assistance met the verification requirement guidelines. For additional information, refer to the appendices for the HOPWA Caper.

The HOPWA Caper was submitted to HUD HOPWA HQ and HUD Philadelphia Regional Office via email. It was submitted to Cloudburst Group for review of report data quality.

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	WILMINGTON
Organizational DUNS Number	067393900
EIN/TIN Number	510176414
Identify the Field Office	PHILADELPHIA
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	

ESG Contact Name

Prefix	Dr
First Name	Nailah
Middle Name	B
Last Name	Gilliam
Suffix	0
Title	Director of Real Estate and Housing

ESG Contact Address

Street Address 1	800 French Street
Street Address 2	7th Floor
City	Wilmington
State	DE
ZIP Code	19801-
Phone Number	3025763026
Extension	0
Fax Number	0
Email Address	ngilliam@wilmingtonde.gov

ESG Secondary Contact

Prefix	Mr
First Name	Vaughn
Last Name	Watson
Suffix	Jr
Title	Senior Program Administrator
Phone Number	3025763018
Extension	0
Email Address	vwatson@wilmingtonde.gov

2. Reporting Period—All Recipients Complete

Program Year Start Date 07/01/2015
Program Year End Date 06/30/2016

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name: MINISTRY OF CARING

City: Wilmington

State: DE

Zip Code: 19801, 4812

DUNS Number: 094346681

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Faith-Based Organization

ESG Subgrant or Contract Award Amount: 35000

Subrecipient or Contractor Name: Connections CSP, Inc.

City: Wilmington

State: DE

Zip Code: 19801, 1422

DUNS Number: 788425643

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 20000

Subrecipient or Contractor Name: THE SALVATION ARMY

City: Wilmington

State: DE

Zip Code: 19801, 2221

DUNS Number: 062517941

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 31130

Subrecipient or Contractor Name: YWCA of Delaware, Inc.

City: Wilmington

State: DE

Zip Code: 19801, 6612

DUNS Number: 364131870

Is subrecipient a victim services provider: Y

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 16616

Subrecipient or Contractor Name: Homeless Planning Council of Delaware

City: Wilmington

State: DE

Zip Code: 19801, 6604

DUNS Number: 137232653

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 45000

Subrecipient or Contractor Name: Family Promise of Northern New Castle County

City: Wilmington

State: DE

Zip Code: 19808, 5225

DUNS Number: 831572933

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 30000

CR-65 - Persons Assisted

4. Persons Served

4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
Total	0

Table 15 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	24
Children	33
Don't Know/Refused/Other	0
Missing Information	0
Total	57

Table 16 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

Number of Persons in Households	Total
Adults	337
Children	270
Don't Know/Refused/Other	0
Missing Information	8
Total	615

Table 17 – Shelter Information

4d. Street Outreach

Number of Persons in Households	Total
Adults	1586
Children	1156
Don't Know/Refused/Other	0
Missing Information	49
Total	2791

Table 18 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	361
Children	303
Don't Know/Refused/Other	0
Missing Information	8
Total	672

Table 19 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	164
Female	505
Transgender	0
Don't Know/Refused/Other	3
Missing Information	0
Total	672

Table 20 - Gender Information

6. Age—Complete for All Activities

	Total
Under 18	303
18-24	75
25 and over	286
Don't Know/Refused/Other	0
Missing Information	8
Total	672

Table 21 – Age Information

7. Special Populations Served—Complete for All Activities

Number of Persons in Households

Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans	7	0	2	5
Victims of Domestic Violence	102	0	3	99
Elderly	14	0	0	14
HIV/AIDS	4	0	0	4
Chronically Homeless	67	0	3	64
Persons with Disabilities:				
Severely Mentally Ill	114	0	6	108
Chronic Substance Abuse	15	0	1	14
Other Disability	227	0	13	214
Total (unduplicated if possible)	372	0	18	354

Table 22 – Special Population Served

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

Number of New Units – Rehabbed	114
Number of New Units – Conversion	15
Total Number of bed - nighths available	227
Total Number of bed - nights provided	372
Capacity Utilization	114

Table 23 – Shelter Capacity

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

Projects are expected to have no more than 5% missing/Don't Know/or Refused responses to any given data element.

1. Bed Utilization Rates This measure is produced for Emergency Shelter [ES], Transitional Housing [TH], and Permanent Supportive Housing [PSH]. This measure helps us to understand the capacity at which homeless assistance resources are being utilized in our communities.

2. Rate of Exits to Destination Types This measure is calculated for ES and TH programs for the purpose of providing information about where people go after being served.

3. Rate of Exits to Permanent Housing This measure is calculated for ESs, TH programs, and Rapid Re-Housing programs. This measure helps us to understand the extent to which certain projects and project types are successfully connecting clients to permanent housing resources in our community.

4. Rate of Retention This measure is calculated for PSH projects to measure the extent to which clients are stabilizing in PSH projects for 1 year or more.

5. Average Length of Stay in Project This measure is calculated for ESs and TH projects to help us understand the length of time that clients are staying in homeless assistance projects in our community. This measure looks at the clients who exited the project during the report period. For all of the clients that exited, the total number of days that they stayed in the project is calculated using entry dates and exit dates.

6. Rate of Adult Clients Served with a Disabling Condition This measure is calculated for all project types to help us understand the extent to which certain projects or project types are serving clients with highest levels of need.

7. Total number of Unduplicated Households Served This measure is calculated for all project types. This measure helps us to understand how many people are being served by our homeless assistance projects.

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
Subtotal Homelessness Prevention	0	0	0

Table 24 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance	49,312	44,409	33,742
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	7,195	19,497	30,993
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	5,000
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
Subtotal Rapid Re-Housing	56,507	63,906	69,735

Table 25 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Essential Services	0	0	0
Operations	56,138	58,707	56,130
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
Subtotal	56,138	58,707	56,130

Table 26 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Street Outreach	15,000	15,000	20,000
HMIS	11,634	13,155	13,794
Administration	15,000	25,000	25,000

Table 27 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2013	2014	2015
449,706	139,279	150,768	159,659

Table 28 - Total ESG Funds Expended

11f. Match Source

	2013	2014	2015
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	30,953	48,707	808,481
State Government	1,518,812	315,862	725,254
Local Government	0	424,905	50,000
Private Funds	73,221	344,000	127,725
Other	65,898	295,222	27,360
Fees	66,940	0	0
Program Income	0	0	0
Total Match Amount	1,755,824	1,428,696	1,738,820

Table 29 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2013	2014	2015
5,373,046	1,895,103	1,579,464	1,898,479

Table 30 - Total Amount of Funds Expended on ESG Activities



Housing Opportunities for Persons with AIDS (HOPWA) Program

Consolidated Annual Performance and Evaluation Report (**CAPER**) Measuring Performance Outcomes

Revised 1/22/15

OMB Number 2506-0133 (Expiration Date: 12/31/2017)

The CAPER report for HOPWA formula grantees provides annual information on program accomplishments that supports program evaluation and the ability to measure program beneficiary outcomes as related to: maintain housing stability; prevent homelessness; and improve access to care and support. This information is also covered under the Consolidated Plan Management Process (CPMP) report and includes Narrative Responses and Performance Charts required under the Consolidated Planning regulations. The public reporting burden for the collection of information is estimated to average 42 hours per manual response, or less if an automated data collection and retrieval system is in use, along with 60 hours for record keeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Grantees are required to report on the activities undertaken only, thus there may be components of these reporting requirements that may not be applicable. This agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless that collection displays a valid OMB control number.

Overview. The Consolidated Annual Performance and Evaluation Report (CAPER) provides annual performance reporting on client outputs and outcomes that enables an assessment of grantee performance in achieving the housing stability outcome measure. The CAPER, in conjunction with the Integrated Disbursement Information System (IDIS), fulfills statutory and regulatory program reporting requirements and provides the grantee and HUD with the necessary information to assess the overall program performance and accomplishments against planned goals and objectives.

HOPWA formula grantees are required to submit a CAPER, and complete annual performance information for all activities undertaken during each program year in the IDIS, demonstrating coordination with other Consolidated Plan resources. HUD uses the CAPER and IDIS data to obtain essential information on grant activities, project sponsors, Subrecipient organizations, housing sites, units and households, and beneficiaries (which includes racial and ethnic data on program participants). The Consolidated Plan Management Process tool (CPMP) provides an optional tool to integrate the reporting of HOPWA specific activities with other planning and reporting on Consolidated Plan activities.

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Continued Use Periods. Grantees that received HOPWA funding for new construction, acquisition, or substantial rehabilitations are required to operate their facilities for HOPWA-eligible beneficiaries for a ten (10) years period. If no further HOPWA funds are used to support the facility, in place of completing Section 7B of the CAPER, the grantee must submit an Annual Certification of Continued Project Operation throughout the required use periods. This certification is included in Part 6 in CAPER. The required use period is three (3) years if the rehabilitation is non-substantial.

In connection with the development of the Department’s standards for Homeless Management Information Systems (HMIS), universal data elements are being collected for clients of HOPWA-funded homeless assistance projects. These project sponsor/subrecipient records would include: Name, Social Security Number, Date of Birth, Ethnicity and Race, Gender, Veteran Status, Disabling Conditions, Residence Prior to Program Entry, Zip Code of Last Permanent Address, Housing Status, Program Entry Date, Program Exit Date, Personal Identification Number, and Household Identification Number. These are intended to match the elements under HMIS. The HOPWA program-level data elements include: Income and Sources, Non-Cash Benefits, HIV/AIDS Status, Services Provided, and Housing Status or Destination at the end of the operating year. Other suggested but optional elements are: Physical Disability, Developmental Disability, Chronic Health Condition, Mental Health, Substance Abuse, Domestic Violence, Date of Contact, Date of Engagement, Financial

Assistance, Housing Relocation & Stabilization Services, Employment, Education, General Health Status, , Pregnancy Status, Reasons for Leaving, Veteran’s Information, and Children’s Education. Other HOPWA projects sponsors may also benefit from collecting these data elements.

Final Assembly of Report. After the entire report is assembled, please number each page sequentially.

Filing Requirements. Within 90 days of the completion of each program year, grantees must submit their completed CAPER to the CPD Director in the grantee’s State or Local HUD Field Office, and to the HOPWA Program Office: at HOPWA@hud.gov. Electronic submission to HOPWA Program office is preferred; however, if electronic submission is not possible, hard copies can be mailed to: Office of HIV/AIDS Housing, Room 7212, U.S. Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, D.C.

Record Keeping. Names and other individual information must be kept confidential, as required by 24 CFR 574.440. However, HUD reserves the right to review the information used to complete this report for grants management oversight purposes, except for recording any names and other identifying information. **In the case that HUD must review client level data, no client names or identifying information will be retained or recorded. Information is reported in aggregate to HUD without personal identification. Do not submit client or personal information in data systems to HUD.**

Definitions

Adjustment for Duplication: Enables the calculation of unduplicated output totals by accounting for the total number of households or units that received more than one type of HOPWA assistance in a given service category such as HOPWA Subsidy Assistance or Supportive Services. For example, if a client household received both TBRA and STRMU during the operating year, report that household in the category of HOPWA Housing Subsidy Assistance in Part 3, Chart 1, Column [1b] in the following manner:

HOPWA Housing Subsidy Assistance		[1] Outputs: Number of Households
1.	Tenant-Based Rental Assistance	1
2a.	Permanent Housing Facilities: Received Operating Subsidies/Leased units	
2b.	Transitional/Short-term Facilities: Received Operating Subsidies	
3a.	Permanent Housing Facilities: Capital Development Projects placed in service during the operating year	
3b.	Transitional/Short-term Facilities: Capital Development Projects placed in service during the operating year	
4.	Short-term Rent, Mortgage, and Utility Assistance	1
5.	Adjustment for duplication (subtract)	1
6.	TOTAL Housing Subsidy Assistance (Sum of Rows 1-4 minus Row 5)	1

Administrative Costs: Costs for general management, oversight, coordination, evaluation, and reporting. By statute, grantee administrative costs are limited to 3% of total grant award, to be expended over the life of the grant. Project sponsor administrative costs are limited to 7% of the portion of the grant amount they receive.

Beneficiary(ies): All members of a household who received HOPWA assistance during the operating year including the one individual who qualified the household for HOPWA assistance as well as any other members of the household (with or without HIV) who benefitted from the assistance.

Central Contractor Registration (CCR): The primary registrant database for the U.S. Federal Government. CCR collects, validates, stores, and disseminates data in support of agency acquisition missions, including Federal agency contract and assistance awards. Both current and potential federal government registrants (**grantees**) are required to register in CCR in order to be awarded contracts by the federal government. Registrants must update or renew their registration at least once per year to maintain an active status. Although recipients of direct federal contracts and grant awards have been required to be registered with CCR since 2003, this requirement is now being extended to indirect recipients of federal funds with the passage of ARRA (American Recovery and Reinvestment Act). Per ARRA and FFATA (Federal Funding Accountability and Transparency Act) federal regulations, all **grantees** and sub-grantees or subcontractors receiving federal grant awards or contracts must have a DUNS (Data Universal Numbering System) Number.

Chronically Homeless Person: An individual or family who : (i) is homeless and lives or resides individual or family who: (i) Is homeless and lives or resides in a place not meant for human habitation, a safe haven, or in an emergency shelter; (ii) has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least 1 year or on at least 4 separate occasions in the last 3 years; and (iii) has an adult head of household (or a minor head of household if no adult is present in the household) with a diagnosable substance use disorder, serious mental illness, developmental disability (as defined in section 102 of the Developmental Disabilities Assistance and Bill of Rights Act of 2000 (42 U.S.C. 15002)), post traumatic stress disorder, cognitive impairments resulting from a brain injury, or chronic physical illness or disability, including the co-occurrence of 2 or more of those conditions. Additionally, the statutory definition includes as chronically homeless a person who currently lives or resides in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital or other similar facility, and has resided there for fewer than 90 days if such person met the other criteria for homeless prior to entering that facility. (See 42 U.S.C. 11360(2)) This does not include doubled-up or overcrowding situations.

Disabling Condition: Evidencing a diagnosable substance use disorder, serious mental illness, developmental disability, chronic physical illness, or disability, including the co-occurrence of two or more of these conditions. In addition, a disabling condition may limit an individual's ability to work or perform one or more activities of daily living. An HIV/AIDS diagnosis is considered a disabling condition.

Facility-Based Housing Assistance: All eligible HOPWA Housing expenditures for or associated with supporting facilities including community residences, SRO dwellings, short-term facilities, project-based rental units, master leased units, and other housing facilities approved by HUD.

Faith-Based Organization: Religious organizations of three types: (1) congregations; (2) national networks, which include national denominations, their social service arms (for example, Catholic Charities, Lutheran Social Services), and networks of related organizations (such as YMCA and YWCA); and (3) freestanding religious organizations, which are incorporated separately from congregations and national networks.

Grassroots Organization: An organization headquartered in the local community where it provides services; has a social services budget of \$300,000 or less annually, and six or fewer full-time equivalent employees. Local affiliates of national organizations are not considered

“grassroots.”

HOPWA Eligible Individual: The one (1) low-income person with HIV/AIDS who qualifies a household for HOPWA assistance. This person may be considered “Head of Household.” When the CAPER asks for information on eligible individuals, report on this individual person only. Where there is more than one person with HIV/AIDS in the household, the additional PWH/A(s), would be considered a beneficiary(s).

HOPWA Housing Information Services: Services dedicated to helping persons living with HIV/AIDS and their families to identify, locate, and acquire housing. This may also include fair housing counseling for eligible persons who may encounter discrimination based on race, color, religion, sex, age, national origin, familial status, or handicap/disability.

HOPWA Housing Subsidy Assistance Total: The unduplicated number of households receiving housing subsidies (TBRA, STRMU, Permanent Housing Placement services and Master Leasing) and/or residing in units of facilities dedicated to persons living with HIV/AIDS and their families and supported with HOPWA funds during the operating year.

Household: A single individual or a family composed of two or more persons for which household incomes are used to determine eligibility and for calculation of the resident rent payment. The term is used for collecting data on changes in income, changes in access to services, receipt of housing information services, and outcomes on achieving housing stability. Live-In Aides (see definition for Live-In Aide) and non-beneficiaries (e.g. a shared housing arrangement with a roommate) who resided in the unit are not reported on in the CAPER.

Housing Stability: The degree to which the HOPWA project assisted beneficiaries to remain in stable housing during the operating year. See *Part 5: Determining Housing Stability Outcomes* for definitions of stable and unstable housing situations.

In-kind Leveraged Resources: These involve additional types of support provided to assist HOPWA beneficiaries such as volunteer services, materials, use of equipment and building space. The actual value of the support can be the contribution of professional services, based on customary rates for this specialized support, or actual costs contributed from other leveraged resources. In determining a rate for the contribution of volunteer time and services, use the rate established in HUD notices, such as the rate of ten dollars per hour. The value of any donated material, equipment, building, or lease should be based on the fair market value at time of donation. Related documentation can be from recent bills of sales, advertised prices, appraisals, or other information for comparable property similarly situated.

Leveraged Funds: The amount of funds expended during the operating year from non-HOPWA federal, state, local, and private sources by grantees or sponsors in dedicating assistance to this client population. Leveraged funds or other assistance are used directly in or in support of HOPWA program delivery.

Live-In Aide: A person who resides with the HOPWA Eligible Individual and who meets the following criteria: (1) is essential to the care and well-being of the person; (2) is not obligated for the support of the person; and (3) would not be living in the unit except to provide the necessary supportive services. See the *Code of Federal Regulations Title 24, Part 5.403 and the HOPWA Grantee Oversight Resource Guide for additional reference.*

Master Leasing: Applies to a nonprofit or public agency that leases units of housing (scattered-sites or entire buildings) from a landlord, and subleases the units to homeless or low-income tenants. By assuming the tenancy burden, the agency facilitates housing of clients who may not be able to maintain a lease on their own due to poor credit, evictions, or lack of sufficient income.

Operating Costs: Applies to facility-based housing only, for facilities that are currently open. Operating costs can include day-to-day housing

function and operation costs like utilities, maintenance, equipment, insurance, security, furnishings, supplies and salary for staff costs directly related to the housing project but not staff costs for delivering services.

Outcome: The degree to which the HOPWA assisted household has been enabled to establish or maintain a stable living environment in housing that is safe, decent, and sanitary, (per the regulations at 24 CFR 574.310(b)) and to reduce the risks of homelessness, and improve access to HIV treatment and other health care and support.

Output: The number of units of housing or households that receive HOPWA assistance during the operating year.

Permanent Housing Placement: A supportive housing service that helps establish the household in the housing unit, including but not limited to reasonable costs for security deposits not to exceed two months of rent costs.

Program Income: Gross income directly generated from the use of HOPWA funds, including repayments. See grant administration requirements on program income for state and local governments at 24 CFR 85.25, or for non-profits at 24 CFR 84.24.

Project-Based Rental Assistance (PBRA): A rental subsidy program that is tied to specific facilities or units owned or controlled by a project sponsor or Subrecipient. Assistance is tied directly to the properties and is not portable or transferable.

Project Sponsor Organizations: Any nonprofit organization or governmental housing agency that receives funds under a contract with the grantee to provide eligible housing and other support services or administrative services as defined in 24 CFR 574.300. Project Sponsor organizations are required to provide performance data on households served and funds expended. Funding flows to a project sponsor as follows:

HUD Funding → Grantee → Project Sponsor

Short-Term Rent, Mortgage, and Utility (STRMU) Assistance: A time-limited, housing subsidy assistance designed to prevent homelessness and increase housing stability. Grantees may provide assistance for up to 21 weeks in any 52 week period. The amount of assistance varies per client depending on funds available, tenant need and program guidelines.

Stewardship Units: Units developed with HOPWA, where HOPWA funds were used for acquisition, new construction and rehabilitation that no longer receive operating subsidies from HOPWA. Report information for the units is subject to the three-year use agreement if rehabilitation is non-substantial and to the ten-year use agreement if rehabilitation is substantial.

Subrecipient Organization: Any organization that receives funds from a project sponsor to provide eligible housing and other support services and/or administrative services as defined in 24 CFR 574.300. If a subrecipient organization provides housing and/or other supportive services directly to clients, the subrecipient organization must provide performance data on household served and funds expended. Funding flows to subrecipients as follows:

HUD Funding → Grantee → Project Sponsor → Subrecipient

Tenant-Based Rental Assistance (TBRA): TBRA is a rental subsidy program similar to the Housing Choice Voucher program that grantees can provide to help low-income households access affordable housing. The TBRA voucher is not tied to a specific unit, so tenants may move to a different unit without losing their assistance, subject to individual program rules. The subsidy amount is determined in part based on household income and rental costs associated with the tenant's lease.

Transgender: Transgender is defined as a person who identifies with, or presents as, a gender that is different from his/her gender at birth.

Veteran: A veteran is someone who has served on active duty in the Armed Forces of the United States. This does not include inactive military reserves or the National Guard unless the person was called up to active duty.

Housing Opportunities for Person with AIDS (HOPWA) Consolidated Annual Performance and Evaluation Report (CAPER) Measuring Performance Outputs and Outcomes

OMB Number 2506-0133 (Expiration Date: 10/31/2017)

Part 1: Grantee Executive Summary

As applicable, complete the charts below to provide more detailed information about the agencies and organizations responsible for the administration and implementation of the HOPWA program. Chart 1 requests general Grantee Information and Chart 2 is to be completed for each organization selected or designated as a project sponsor, as defined by CFR 574.3. In Chart 3, indicate each subrecipient organization with a contract/agreement of \$25,000 or greater that assists grantees or project sponsors carrying out their administrative or evaluation activities. In Chart 4, indicate each subrecipient organization with a contract/agreement to provide HOPWA-funded services to client households. These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definition section for distinctions between project sponsor and subrecipient.

Note: If any information does not apply to your organization, please enter N/A. Do not leave any section blank.

1. Grantee Information

HUD Grant Number DEH14F001		Operating Year for this report From (mm/dd/yy) 07/01/15 To (mm/dd/yy) 06/30/16		
Grantee Name THE CITY OF WILMINGTON, DELAWARE				
Business Address		800 FRENCH STREET, 7 TH FLOOR, REAL ESTATE AND HOUSING		
City, County, State, Zip		WILMINGTON	NEW CASTLE	DE 19801
Employer Identification Number (EIN) or Tax Identification Number (TIN)		51-0176414		
DUN & Bradstreet Number (DUNs):		067-393-900	Central Contractor Registration (CCR): Is the grantee's CCR status currently active? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide CCR Number:	
Congressional District of Grantee's Business Address		00		
*Congressional District of Primary Service Area(s)		DE-00 MD-01		
*City(ies) and County(ies) of Primary Service Area(s)		Cities: DE-ALL & CECIL COUNTY, MD		Counties: DE-ALL & CECIL COUNTY, MD
Organization's Website Address WWW.WILMINGTONDE.GOV		Is there a waiting list(s) for HOPWA Housing Subsidy Assistance Services in the Grantee service Area? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section what services maintain a waiting list and how this list is administered.		

* Service delivery area information only needed for program activities being directly carried out by the grantee.

2. Project Sponsor Information

Please complete Chart 2 for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3. Use this section to report on organizations involved in the direct delivery of services for client households. These elements address requirements in the Federal Financial Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

Note: If any information does not apply to your organization, please enter N/A.

Project Sponsor Agency Name Delaware HIV Consortium		Parent Company Name, if applicable NOT APPLICABLE	
Name and Title of Contact at Project Sponsor Agency	Dianne W. Casey, Director of Housing Program		
Email Address	dcasey@delaware.org		
Business Address	100 W. 10th Street, Suite 415		
City, County, State, Zip,	Wilmington, New Castle, Delaware, 19801		
Phone Number (with area code)	302-654-5471		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	51-0348892	Fax Number (with area code) 302-654-5472	
DUN & Bradstreet Number (DUNS):	51-0348892		
Congressional District of Project Sponsor's Business Address	DE-ALL		
Congressional District(s) of Primary Service Area(s)	DE-ALL		
City(ies) and County(ies) of Primary Service Area(s)	Cities: Wilmington, Claymont, Elsmere, Newark, New Castle, Middletown	Counties: New Castle County, Delaware	
Total HOPWA contract amount for this Organization for the operating year	550,931		
Organization's Website Address	https://www.delawarehiv.org/		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		Does your organization maintain a waiting list? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

Project Sponsor Agency Name Catholic Charities		Parent Company Name, if applicable	
Name and Title of Contact at Project Sponsor Agency		Rita Hollingsworth	
Email Address		rhollingsworth@ccwilm.org	
Business Address		2601 West 4 th Street	
City, County, State, Zip,		Wilmington, New Castle, Delaware, 19805	
Phone Number (with area code)		302-655-9624	
Employer Identification Number (EIN) or Tax Identification Number (TIN)		51-0065685	Fax Number (with area code) 302-655-9753
DUN & Bradstreet Number (DUNS):		1251607540000	
Congressional District of Project Sponsor's Business Address		DE-ALL	
Congressional District(s) of Primary Service Area(s)		DE-ALL	
City(ies) and County(ies) of Primary Service Area(s)		Cities: Wilmington	Counties: New Castle
Total HOPWA contract amount for this Organization for the operating year		35,000	
Organization's Website Address		http://www.ccwilm.org/	
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input checked="" type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

Project Sponsor Agency Name Cecil County Health Department		Parent Company Name, if applicable Maryland Department of Health and Mental Hygiene		
Name and Title of Contact at Project Sponsor Agency	Kathleen Martineau, RN Case Manager/Community Health Supervisor			
Email Address	Kathleen.Martineau@Maryland.Gov			
Business Address	401 Bow Street			
City, County, State, Zip,	Elkton, Cecil, MD 21921			
Phone Number (with area code)	410-996-5100	Phone Number (with area code)	410-996-5100	Phone Number (with area code)
Employer Identification Number (EIN) or Tax Identification Number (TIN)	52-2046029		Employer Identification Number (EIN) or Tax Identification Number (TIN)	
DUN & Bradstreet Number (DUNs):	031513132			
Congressional District of Project Sponsor's Business Address	MD-1			
Congressional District(s) of Primary Service Area(s)	MD-1			
City(ies) and County(ies) of Primary Service Area(s)	Cities: Elkton		City(ies) and County(ies) of Primary Service Area(s)	
Total HOPWA contract amount for this Organization for the operating year	\$37,000			
Organization's Website Address	CecilCountyHealth.Org			
Is the sponsor a nonprofit organization? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		Does your organization maintain a waiting list? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section how this list is administered.		

Project Sponsor Agency Name The Ministry of Caring, Inc. – House of Joseph II		Parent Company Name, if applicable Not Applicable	
Name and Title of Contact at Project Sponsor Agency	Matthew J. Lynch, Deputy Director		
Email Address	mlynch@ministryofcaring.org		
Business Address	115 East 14 th Street		
City, County, State, Zip,	Wilmington, New Castle, Delaware, 19801		
Phone Number (with area code)	302-516-1076		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	51-0209843	Fax Number (with area code) 302-888-1371	
DUN & Bradstreet Number (DUNS):	094346681		
Congressional District of Project Sponsor's Business Address	DE-ALL		
Congressional District(s) of Primary Service Area(s)	DE-ALL		
City(ies) and County(ies) of Primary Service Area(s)	Cities: Wilmington	Counties: New Castle County	
Total HOPWA contract amount for this Organization for the operating year	48,000		
Organization's Website Address	https://www.ministryofcaring.org/		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input checked="" type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

3. Administrative Subrecipient Information

Use Chart 3 to provide the following information for each subrecipient with a contract/agreement of \$25,000 or greater that assists project sponsors to carry out their administrative services but no services directly to client households. Agreements include: grants, subgrants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders. (Organizations listed may have contracts with project sponsors) These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

Note: If any information does not apply to your organization, please enter N/A.

Subrecipient Name				Parent Company Name, if applicable
Name and Title of Contact at Subrecipient				
Email Address				
Business Address				
City, State, Zip, County				
Phone Number (with area code)			Fax Number (include area code)	
Employer Identification Number (EIN) or Tax Identification Number (TIN)				
DUN & Bradstreet Number (DUNs):				
North American Industry Classification System (NAICS) Code				
Congressional District of Subrecipient's Business Address				
Congressional District of Primary Service Area				
City (ies) <u>and</u> County (ies) of Primary Service Area(s)	Cities:		Counties:	
Total HOPWA Subcontract Amount of this Organization for the operating year				

4. Program Subrecipient Information

Complete the following information for each subrecipient organization providing HOPWA-funded services to client households. These organizations would hold a contract/agreement with a project sponsor(s) to provide these services. For example, a subrecipient organization may receive funds from a project sponsor to provide nutritional services for clients residing within a HOPWA facility-based housing program. Please note that subrecipients who work directly with client households must provide performance data for the grantee to include in Parts 2-7 of the CAPER.

Note: Please see the definition of a subrecipient for more information.

Note: Types of contracts/agreements may include: grants, sub-grants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders.

Note: If any information is not applicable to the organization, please report N/A in the appropriate box. Do not leave boxes blank.

Sub-recipient Name				Parent Company Name, if applicable
Name <u>and</u> Title of Contact at Contractor/ Sub-contractor Agency				
Email Address				
Business Address				
City, County, State, Zip				
Phone Number (included area code)				Fax Number (include area code)
Employer Identification Number (EIN) or Tax Identification Number (TIN)				
DUN & Bradstreet Number (DUNs)				
North American Industry Classification System (NAICS) Code				
Congressional District of the Sub-recipient's Business Address				
Congressional District(s) of Primary Service Area				
City(ies) <u>and</u> County(ies) of Primary Service Area	Cities:		Counties:	
Total HOPWA Subcontract Amount of this Organization for the operating year				

5. Grantee Narrative and Performance Assessment

a. Grantee and Community Overview

Provide a one to three page narrative summarizing major achievements and highlights that were proposed and completed during the program year. Include a brief description of the grant organization, area of service, the name(s) of the program contact(s), and an overview of the range/type of housing activities provided. This overview may be used for public information, including posting on HUD's website. *Note: Text fields are expandable.*

The City of Wilmington's goal is to appropriate funds in an equitable manner while maintaining an existing service. The City's \$670,931 HOPWA award is administered by the City of Wilmington's Department of Real Estate and Housing for the eligible metropolitan statistical area that includes the City of Wilmington, the remainder of New Castle County and Cecil County, Maryland. In addition, all funds were not expended at the completion of the CAPER but will be expended by the end of the calendar year 2016.

The City's HOPWA grant was awarded to four Project Sponsors who provided services which included TBRA, STRMU, operation costs for permanent housing facilities and supportive services to persons with HIV/AIDS. All project sponsors were able to effectively maintain their level of services.

Between 1981 and 2015, 5,878 Delawareans were diagnosed with HIV or stage 3 (AIDS). Males account for 72% of all cases ever diagnosed in the state. African-Americans account for 65% and represent a disproportionate share of the state's HIV/stage 3 (AIDS) burden. Caucasian and Hispanic Delawareans account for 28% and 6% of all cases, respectively. The largest percentage of HIV/stage 3 (AIDS) cases have been diagnosed among adults ages 30-39. New Castle County accounts for the majority of cases. In 2015, a total of 3,449 Delawareans were living with HIV of which 2,119 (61%) had ever progressed to stage 3 (AIDS). Approximately 15% of these arrived in the state after diagnosis.

The 2014 U.S. HIV and stage 3 (AIDS) prevalence rates were 295.1 and 163.2 per 100,000, respectively. In comparison, Delaware's HIV and stage 3 (AIDS) prevalence rates were 141.8 and 225.9 per 100,000, respectively. Therefore, while Delaware's HIV prevalence rate is 52% less than that of the U.S., Delaware's AIDS prevalence rate is 28% greater than the U.S. rate.

As reported in the CDC 2014 HIV Surveillance Report, Delaware's 2014 HIV incidence rate of 14.9 per 100,000 is higher than the overall 2014 U.S. rate of 13.8 per 100,000. Delaware's stage 3 AIDS incidence rate of 8.9 per 100,000 is higher than the overall 2014 U.S. rate of 6.6 per 100,000. In 2014 Delaware HIV and stage 3 (AIDS) incidence rates ranked 14th and eighth, respectively, compared to other states.

HIV and stage 3 (AIDS) prevalence and incidence data are unavailable for smaller, hard-to-reach populations, such as the homeless, transgendered, and the mentally ill. Additionally, some HIV and stage 3 (AIDS) cases are diagnosed through routine screenings (e.g., blood donations) and little additional information is available regarding the risk category.

The distribution of HIV cases in Delaware mirrors county-level population distribution. New Castle County – the most populous of Delaware's three counties – has the largest number of cases with most confined to the densely populated Wilmington metropolitan area. There exists a disparity. While Wilmington comprises 14% of the New Castle County population, it accounts for 40% of the county's individuals living with HIV/stage 3 (AIDS).

b. Annual Performance under the Action Plan

Provide a narrative addressing each of the following four items:

1. Outputs Reported. Describe significant accomplishments or challenges in achieving the number of housing units supported and the number households assisted with HOPWA funds during this operating year compared to plans for this assistance, as approved in the Consolidated Plan/Action Plan. Describe how HOPWA funds were distributed during your program year among different categories of housing and geographic areas to address needs throughout the grant service area, consistent with approved plans.

Delaware HIV Consortium - HOPWA funding from the City of Wilmington provided rental assistance for 91 households, consisting of 95 persons living with HIV/AIDS and 57 other persons for a total of 152 persons assisted. This output is consistent with the FY2016 HOPWA contract goal of 93 households. All households had incomes at or below 50% of the area's median income (AMI), with the majority of these households, 80%, at or below 30% of AMI.

Catholic Charities - HIV Services of Catholic Charities received \$35,000 in HOPWA funds to provide short term housing assistance and supportive services to clients in the City of Wilmington. HIV Services of Catholic Charities is a multi-service program in the HIV Service and care continuum. HIV Services specifically seeks to provide goods and services not provided or underprovided by other AIDS Service Organizations, thus promoting greater stability, health and well being of our clients living with HIV, as well as the families of those infected by the virus, virtually all of whom are well below the poverty level or have no income. HIV Services of Catholic Charities is a welcoming ministry bringing many services together under one roof. Catholic Charities supports the health and well-being of those living with HIV, and helps to strengthen our clients so they can deal with crises and adhere to treatment. HIV Services is located in Wilmington, Delaware in the zip code 19805, the center of people living with HIV and serves the adjacent communities in zip codes 19801 and 19802 which cumulatively constitute approximately 41% of HIV/AIDS cases in the State.

Cecil County - The Cecil County Housing Program has had significant accomplishments in the number of housing units helped during FY 2016. We have maintained Long Term Housing for five clients for the year. Four clients continue from FY 2015. We have met our goal of five clients served per month for part of the year until one client moved out of state. For Short term housing assistance has provided assistance to four clients in need of two rent and two utility bills. We did not make our goal of six STRMU assistance payments by providing four unduplicated payments for FY2016. HOPWA funds were funds were distributed to geographic areas in Cecil County, MD that include mostly rural county.

Ministry of Caring – House of Joseph II - Ministry of Caring’s House of Joseph II received a \$48,000 grant to provide housing and essential support services to homeless men and women suffering from advanced stages of AIDS. During the operating year ending June 30, 2016, the Ministry of Caring used HOPWA funding to support 12 units of housing in a permanent residence with supportive services. A total of 19 individuals were assisted with HOPWA funds during the operating year. The Ministry of Caring’s HOPWA-funded program, House of Joseph II, allows residents to live as fully and independently as possible in a loving environment with case management services, food service and access to complete medical care. All of the residents (19 individuals) worked with a case manager to design a personal housing plan for maintaining stable ongoing housing. The Ministry of Caring’s HOPWA-funded program, House of Joseph II, allows residents to live as fully and independently as possible in a loving environment with case management services, food service and access to complete medical care. All of the residents (19 individuals) worked with a case manager to design a personal housing plan for maintaining stable ongoing housing.

2. Outcomes Assessed. Assess your program’s success in enabling HOPWA beneficiaries to establish and/or better maintain a stable living environment in housing that is safe, decent, and sanitary, and improve access to care. Compare current year results to baseline results for clients. Describe how program activities/projects contributed to meeting stated goals. If program did not achieve expected targets, please describe how your program plans to address challenges in program implementation and the steps currently being taken to achieve goals in next operating year. If your program exceeded program targets, please describe strategies the program utilized and how those contributed to program successes.

Delaware HIV Consortium - Housing Stability: All but one of the 91 households assisted in FY2016 maintained stable housing: 63 households continued in HOPWA-funded TBRA; 20 households continued in TBRA funded by the Ryan White program; five households transitioned to private (unsubsidized) housing; and one household disconnected from the program to an unknown destination. Two program beneficiaries passed away. The 99% housing stability outcome exceeded the HOPWA recommended 90% performance goal in this category.

Access to Care and Support: All clients are required to be enrolled in HIV/AIDS medical case management during their participation in the TBRA program, in order to be connected to medical care and needed supportive services. In FY2016, all 91 households (100%) had housing plans as part of their case management service plans, and all 91 households (100%) had appropriate medical coverage and received a regular source of income. In addition, 99% of assisted households had regular contact with both their medical case managers and their medical providers consistent with their service plans. These outcomes exceeded the 90% HOPWA performance goal for linkage to medical care and support services.

Cecil County - Program goals for the Cecil County Housing Program play a very important role for our clients in our Medical Case Management and Non- Medical case Management Programs. The ultimate goal is to keep prevent clients from homelessness and keep them in stable housing which goes hand in hand with keeping the client in medical care and stable. Steps are always being taken to take every opportunity possible to keep clients connected to care and the housing program is essential for this to happen. Cecil County has met its program goals, but we are always looking to improve outcomes for our PLWA community.

3. Coordination. Report on program coordination with other mainstream housing and supportive services resources, including the use of committed leveraging from other public and private sources that helped to address needs for eligible persons identified in the Consolidated Plan/Strategic Plan.

Delaware HIV Consortium – In an effort to address the ongoing need for affordable housing for persons living with HIV/AIDS, the Project Sponsor uses non-HOPWA funds from the Ryan White CARE Act to provide rental assistance for clients in the TBRA program. During FY2016, Ryan White funds provided \$206,504 in housing assistance for HOPWA eligible TBRA households in New Castle County. Ryan White funds also provided supportive services for all TBRA households, including medical case management, food and nutrition programs, mental wellness and substance abuse counseling, dental and eye care, pharmacy assistance, HIV primary medical care at statewide wellness clinics, and emergency financial assistance. The estimated value of these supportive services in FY2016 was \$1,787,240. In addition, client rent payments totaling \$232,788 provided further leverage of the \$550,931 HOPWA allocation in FY2016. In all, \$2,226,532 in non-HOPWA funds provided housing assistance and supportive services for HOPWA assisted TBRA households in FY2016.

Catholic Charities – Internally, Catholic Charities HIV Services coordinates with Catholic Charities to provide additional services such as prescription eye care, prescription medical assistance, bus tickets (to keep and schedule service appointments), clothing and furniture and referral to Catholic Charities counseling services. Catholic Charities also maintains other sources of crisis alleviation funds to assist HIV/AIDS clients. They also engage with our partners such as the HIV consortium, expanding Ryan White coverage in Kent and Sussex counties, AIDS case managers, New Castle County Government, AIDS of Delaware and local hospitals serving HIV patients.

Cecil County - Program coordination with other mainstream housing and supportive services resources include having every client that applies to our program also go to the Cecil County Housing Authority and apply for Section 8 Housing also. All clients that are applying to the program are given a Resource List with low income housing options in Cecil County, Md. Supportive services that the PLWA/HIV client according to need ,may be assisted with Maryland Ryan White Funds.

Ministry of Caring – House of Joseph II - House of Joseph II has formal agreements for services with St. Francis Hospital of Wilmington Delaware Department of Public Health, State of Delaware and Delaware HIV Consortium. House of Joseph II works within the community to provide services to residents with Christiana Hospital, Wilmington Hospital Clinic, AIDS Delaware, Riverside Hospital, Heartland Hospice, Brandywine Counseling Services, Homeless Planning Council, and Neumann College.

4. Technical Assistance. Describe any program technical assistance needs and how they would benefit program beneficiaries.

Delaware HIV Consortium – The Delaware HIV Consortium receives regular HOPWA communications from both HUD and the Grantee in order to be informed about current regulations, issues, and best practices. Housing staff attended several workshops, webinars, and training sessions in FY2016 in order to increase their knowledge about HOPWA regulations, case management, homeless services, housing stability, client self-sufficiency, and other topics. These training sessions were facilitated by experts such as HUD technical assistance providers, along with the AIDS Education Training Center (AETC) and the U.S. Department of Substance Abuse and Mental Health Services (SAMHSA). Housing staff participated in HOPWA sponsored webinars on the following topics: HOPWA grant management, project monitoring and site visits; consolidated planning; income calculation to determine HOPWA eligibility; calculating rental assistance for TBRA households; and protecting client confidentiality. In addition, the Project Sponsor’s Director of Finance completed the HOPWA Online Financial Management Training module. Other webinars that housing staff participated in were sponsored by the AIDS Education Training Centers (AETC) and the U. S. Interagency Council on Homelessness (USICH). These webinars focused on HIV/AIDS housing and medical adherence, the HUD HEARTH Act, and retooling the homeless crisis response system. In addition, housing staff participated in several community meetings on the homeless response system’s Continuum of Care, sponsored by the Homeless Planning Council of Delaware, and also attended housing workshops focusing on Delaware’s Fair Housing Act and the Landlord-Tenant Code that were hosted by the Delaware Human Relations Commission and the Delaware Chapter of the National Association of Housing and Redevelopment Officials (DE-NAHRO). The Project Sponsor will continue to participate in webcasts, training sessions, community meetings, and workshops that improve proficiency in oversight and operation of programs and services that assist HOPWA eligible persons living in Delaware.

c. Barriers and Trends Overview

Provide a narrative addressing items 1 through 3. Explain how barriers and trends affected your program’s ability to achieve the objectives and outcomes discussed in the previous section.

1. Describe any barriers (including regulatory and non-regulatory) encountered in the administration or implementation of the HOPWA program, how they affected your program’s ability to achieve the objectives and outcomes discussed, and, actions taken in response to barriers, and recommendations for program improvement. Provide an explanation for each barrier selected.

<input checked="" type="checkbox"/> HOPWA/HUD Regulations	<input type="checkbox"/> Planning	<input checked="" type="checkbox"/> Housing Availability	<input checked="" type="checkbox"/> Rent Determination and Fair Market Rents
<input type="checkbox"/> Discrimination/Confidentiality	<input type="checkbox"/> Multiple Diagnoses	<input checked="" type="checkbox"/> Eligibility	<input type="checkbox"/> Technical Assistance or Training
<input type="checkbox"/> Supportive Services	<input checked="" type="checkbox"/> Credit History	<input checked="" type="checkbox"/> Rental History	<input checked="" type="checkbox"/> Criminal Justice History
<input checked="" type="checkbox"/> Housing Affordability	<input type="checkbox"/> Geography/Rural Access	<input checked="" type="checkbox"/> Other, please explain further: Awarded funds	

Delaware HIV Consortium – Housing Affordability

Rising rent and utility costs present a persistent challenge for our TBRA clients because most clients live on fixed incomes of approximately \$700 per month. Over three-quarters of TBRA households live in Wilmington where the aging rental housing stock is less energy efficient than newer construction. Owners of older, less efficient housing often charge lower rents, however the energy costs associated with these units can render the housing unaffordable, particularly during the heating and cooling seasons. Most TBRA clients are responsible for their own utility expenses, since few rentals include utility costs in the rent price. TBRA clients routinely access local energy assistance programs and emergency financial assistance programs, however, there is constant demand for these services in New Castle County and resources are limited. Both housing staff and case managers routinely advise clients to apply for community based programs that can assist with housing expenses.

Housing Availability

Another ongoing challenge is the low attrition rate off the TBRA program to other stable housing, primarily due to the limited number of alternative affordable housing options available in the community. The initial intent of the TBRA program was to assist HOPWA eligible clients for a limited term until they received a rent subsidy from a non-HOPWA housing provider, such as Housing Choice Voucher (HCV) and public housing. Unfortunately, applying for subsidized housing at local public housing authorities (PHAs) is difficult. Delaware’s five PHAs have long waiting lists for subsidized housing and limited access to their programs for interested applicants. It is not unusual for eligible applicants to wait several years for the opportunity to apply for subsidized housing then be placed on a waiting list for an additional multi-year timeframe. Local HCV programs in New Castle County have the longest waiting lists. The opportunity to apply when the application process is open is restricted to a very short timeframe, oftentimes a call center that is extremely difficult to access. Some good news in FY2016 was that all PHAs throughout the state had open periods for accepting applications. The overwhelming public response, however, allowed only a portion of interested persons to apply. Several TBRA program beneficiaries do not qualify for other types of subsidized housing due to poor credit and criminal histories. Currently, nearly three-quarters (73%) of our HOPWA eligible clients are over 50 years of age. As our clients age toward senior citizen status (age 62), housing staff have successfully transitioned several TBRA clients to subsidized senior apartments.

Housing Placement Costs, Credit History, Rental History, Criminal Justice History

Initial housing placement costs (security/utility deposits), poor credit reports, poor rental histories, and criminal backgrounds constitute significant barriers to accessing housing for TBRA clients. All TBRA households are extremely low-income or very low-income households. Prior to receiving HOPWA TBRA, most clients have been in unstable housing arrangements. Many have poor credit and rental histories and some have criminal backgrounds. Although these barriers do not disqualify clients from the TBRA program, they can interfere with their ability to be approved for rental housing in the community. Furthermore, federal policy governing local subsidized housing programs, such as Section 8 and public housing, has strict eligibility requirements for applicants with criminal backgrounds. In addition, for those participants who receive HOPWA TBRA rent subsidies, initial move-in costs can pose additional barriers. The TBRA program does not pay for security deposits or for apartment application fees and there are limited community resources to cover such expenses. In an effort to identify barriers to housing placement, the TBRA program application requests information about credit history, prior rental history, and criminal backgrounds. By identifying these barriers at the initial screening process, the client has a workable timeframe to remedy these issues during the time spent on the TBRA wait list.

Cecil County - Cecil County Housing Program continues to be successful in meeting objectives and meeting outcomes by keeping HIV/PLWA clients of Cecil County with the assistance from HOPWA. The clients that we have assisted are all doing well and are in stable medical condition. The stability of the housing program contributes to their success. No barriers have been encountered but limited funding has restricted the amount of assistances.

2. Describe any trends in the community that may affect the way in which the needs of persons living with HIV/AIDS are being addressed, and provide any other information important to the future provision of services to this population.

Delaware HIV Consortium – Increased Need for Affordable Housing and Insufficient Funding to Meet the Need

In Delaware, subsidized rental housing is in high demand and limited supply. According to the 2016 edition of “Out of Reach”, published by the National Low Income Housing Coalition, there is not a single county in the United States where a person who

relies on federal disability benefits can afford to rent even a small studio apartment. Here in New Castle County, a renter would have to earn \$21.70 per hour to be able to afford a basic apartment, according to the Delaware Housing Coalition's "Annual Report on Housing Affordability in Delaware" released in May 2016. The typical client receiving housing assistance from the TBRA program receives a Social Security benefit that converts to an hourly wage of \$4.32. The Delaware Housing Coalition's report also notes that Delaware has an immediate and pressing need for at least 16,820 rental units affordable to extremely low-income renters.

HOPWA eligible clients have historically spent up to five years on the TBRA waiting list, but in FY2016, the Project Sponsor was able to reduce the waiting time to less than three years, thanks to some additional program funding. Despite the reduction in waiting time, over 40% of TBRA clients have had episodes of homelessness and over 70% were unstably housed prior entering the TBRA program. For persons living with HIV/AIDS, unstable housing often leads to disconnection from medical care and support services needed to maintain overall wellness. National research shows that stable housing can also be an effective intervention to reduce the spread of HIV. The fact is that there is not enough funding to meet the need for affordable housing for persons living with HIV/AIDS in Delaware. To supplement our HOPWA funding, the Project Sponsor uses federal Ryan White CARE Act dollars to provide short-term rental assistance for TBRA clients until there are sufficient HOPWA funds to continue paying assistance for the longer term. The Project Sponsor also raises private dollars by applying for grants and sponsoring fundraising events. In FY2016, we teamed up with AIDS Delaware for the annual AIDS Walk and sponsored two other fundraising events to supplement the funding for direct client services including housing assistance. In June 2016, the Project Sponsor submitted a grant request to the MAC AIDS Fund to support the TBRA program.

Advocacy to Promote Affordable Housing for Persons Living with HIV/AIDS

The Delaware HIV Consortium recognizes the important correlation between housing status and HIV-related health outcomes. The TBRA program provides an affordable, stable living environment to assist with linkage to medical care and other needed services. One of the principal functions of the TBRA program housing staff is to advocate for increased housing opportunities for persons living with HIV/AIDS. Housing staff and consumers regularly attend budget hearings and stakeholder meetings throughout the state to attest to the importance of affordable housing and homeless prevention programs for persons living with HIV/AIDS. In addition to serving on the Consortium's Community Planning Council, the Director of Housing served in an ex officio capacity on Delaware's Homeless Planning Council (HPC) board and joined the newly formed Continuum of Care committee in FY2016. The Director of Housing also serves on a statewide workgroup focusing on the housing needs of disabled populations. The primary work of this committee is to implement the goals of the "Community and Choice: Housing Needs for People with Disabilities in Delaware" study published in 2012.

Cecil County - Trends in the community that may affect the way in which the needs of persons living with HIV/AIDS are being addressed include the availability of testing sites to diagnose clients and if they are positive getting them into care. Cecil County Health Department is making linkage to care a priority now more than ever. We have been planning and soon hoping to implement coordination of services between HIV/AIDS Prevention and HIV/AIDS Care Services. We are hoping to expand testing into the Cecil County Detention Center & the 2 local Methadone Clinics. We are encouraging local Physicians and the Union Hospital of Cecil County Emergency Room to make HIV testing on every client a part of their regular lab work. By going to these institutions it will help test high risk populations and diagnose more people and get these high risk undiagnosed clients into care if needed. Cecil County is considered a low risk HIV/AIDS county, but HIV/AIDS is mostly undiagnosed in a lot of individuals.

3. Identify any evaluations, studies, or other assessments of the HOPWA program that are available to the public.

Delaware HIV Consortium – In addition to submitting the HOPWA CAPER, the Project Sponsor regularly evaluates the TBRA program to measure progress toward overall HOPWA goals of reducing homelessness, improving access to care, and achieving housing stability. The program evaluation tool is an annual survey that polls the TBRA households and the HIV/AIDS service providers on alternate years. The consumer survey collects information from TBRA households about their prior housing situations, current housing affordability, quality of TBRA housing, economic challenges, access to medical care and services and overall satisfaction with the TBRA program. Results from the 2015 Consumer Survey showed that 42% of respondents had been homeless before receiving rental assistance and 73% said that they would be in unstable housing, either homeless or doubled up with family or friends, if they were not receiving rental assistance. All clients (100%) reported that the TBRA program helps them better manage their health issues. Overall program satisfaction was high, with all (100%) respondents reporting that they were satisfied with the TBRA program.

The responses from the 2014 Service Provider Survey showed a high level of satisfaction with the TBRA program, particularly with regard to the knowledge and professionalism of housing staff, the quality and efficiency of service delivery, the personal attention shown to clients, and the positive effects of stable housing on TBRA clients. Key results from this survey showed that most service providers thought that the TBRA program promoted client compliance with HIV/AIDS medical case management and that clients who were participating in the TBRA program experienced increased wellness and stability. As a result of the

program evaluation process, the Project Sponsor has improved TBRA program policies and procedures and has enhanced services for both program beneficiaries and service providers. The 2016 Service Provider Survey will be conducted this summer. Summary results will be released in September 2016.

The Project Sponsor routinely schedules and hosts training and professional development workshops for the HIV/AIDS service provider network in order to improve service quality and delivery. The Project Sponsor also promotes and facilitates wellness and self-sufficiency workshops for TBRA program beneficiaries to promote medical adherence and long-term housing stability and wellness.

National research on the topic of HIV/AIDS housing policy identifies housing as the greatest unmet need of persons living with HIV/AIDS. Cumulative research presented annually at a series of national HIV/AIDS housing summits showed “a strong and consistent evidence base [which] identifies housing status as a key structural factor influencing HIV vulnerability, risk, and health outcomes” and that “receipt of housing assistance has an independent, direct impact on receipt of HIV care, health status, and mortality among homeless and unstably housed people living with HIV/AIDS” (North American Housing and HIV/AIDS Research Summit VII, September 2014).

The Delaware HIV Consortium generated some local statistics that support the national research on the topic of HIV/AIDS housing. A December 2012 report generated from CAREWare, a data collection system used by DPH to document medical care and other services for persons with HIV/AIDS, illustrated the importance of housing in the medical management of HIV/AIDS. When comparing information on clients who self-identified as stably housed versus those who self-identified as unstably housed, the findings were remarkable. The data showed that 72% of the stably housed group was medically compliant with their HIV treatment compared with only 21% medical compliance for those who were unstably housed.

A primary function of the Delaware HIV Consortium is to conduct a statewide community planning process that determines the needs of people living with or at risk of HIV infection in order to guide local HIV/AIDS policy and program development. Part of this process involves a comprehensive needs assessment based on extensive consumer and service provider surveys, along with service utilization reports and gaps analyses. The final output of this process is the “Statewide Coordinated Statement of Need”. This document is in the process of being updated for the next five years. Although it is not finalized, an analysis of survey and focus group feedback indicated that housing was one of the most needed supportive services outside of medical care for persons living with HIV/AIDS in Delaware. The final needs assessment report will be available in the fall of 2016 and posted on the Project Sponsor’s website (<http://www.delawarehiv.org>).

Cecil County - Evaluations and assessments of the HOPWA program are done on a case by case basis. Clients that are in the Cecil County Health Dept HIV/AIDS Case Management or Non- Medical Case Management Program are educated on the Cecil County Housing Program sponsored through HOPWA on admission and frequently discussed at appointments during the year. If clients show an interest and meet program criteria, they can apply for the program. The Cecil County Housing Program does an annual (September-October) Housing Assistance Program (CCHAP) Consumer Survey. This is a confidential survey given to all clients in the program to evaluate our program through the client’s perspective.

d. Unmet Housing Needs: An Assessment of Unmet Housing Needs

In Chart 1, provide an assessment of the number of HOPWA-eligible households that require HOPWA housing subsidy assistance but are not currently served by any HOPWA-funded housing subsidy assistance in this service area.

In Row 1, report the total unmet need of the geographical service area, as reported in *Unmet Needs for Persons with HIV/AIDS*, Chart 1B of the Consolidated or Annual Plan(s), or as reported under HOPWA worksheet in the Needs Workbook of the Consolidated Planning Management Process (CPMP) tool.

Note: Report most current data available, through Consolidated or Annual Plan(s), and account for local housing issues, or changes in HIV/AIDS cases, by using combination of one or more of the sources in Chart 2.

If data is collected on the type of housing that is needed in Rows a. through c., enter the number of HOPWA-eligible households by type of housing subsidy assistance needed. For an approximate breakdown of overall unmet need by type of housing subsidy assistance refer to the Consolidated or Annual Plan (s), CPMP tool or local distribution of funds. Do not include clients who are already receiving HOPWA-funded housing subsidy assistance.

Refer to Chart 2, and check all sources consulted to calculate unmet need. Reference any data from neighboring states’ or municipalities’ Consolidated Plan or other planning efforts that informed the assessment of Unmet Need in your service area.

Note: In order to ensure that the unmet need assessment for the region is comprehensive, HOPWA formula grantees should include those unmet needs assessed by HOPWA competitive grantees operating within the service area.

1. Planning Estimate of Area's Unmet Needs for HOPWA-Eligible Households

1. Total number of households that have unmet housing subsidy assistance need.	201
2. From the total reported in Row 1, identify the number of households with unmet housing needs by type of housing subsidy assistance:	188
a. Tenant-Based Rental Assistance (TBRA)	
b. Short-Term Rent, Mortgage and Utility payments (STRMU)	0
• Assistance with rental costs	0
• Assistance with mortgage payments	0
• Assistance with utility costs.	0
c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities	13

2. Recommended Data Sources for Assessing Unmet Need (check all sources used)

X	= Data as reported in the area Consolidated Plan, e.g. Table 1B, CPMP charts, and related narratives
	= Data established by area HIV/AIDS housing planning and coordination efforts, e.g. Continuum of Care
X	= Data from client information provided in Homeless Management Information Systems (HMIS)
X	= Data from project sponsors or housing providers, including waiting lists for assistance or other assessments on need including those completed by HOPWA competitive grantees operating in the region.
	= Data from prisons or jails on persons being discharged with HIV/AIDS, if mandatory testing is conducted
	= Data from local Ryan White Planning Councils or reported in CARE Act Data Reports, e.g. number of clients with permanent housing
	= Data collected for HIV/AIDS surveillance reporting or other health assessments, e.g. local health department or CDC surveillance data

End of PART 1

PART 2: Sources of Leveraging and Program Income

1. Sources of Leveraging

Report the source(s) of cash or in-kind leveraged federal, state, local or private resources identified in the Consolidated or Annual Plan and used in the delivery of the HOPWA program and the amount of leveraged dollars. In Column [1], identify the type of leveraging. Some common sources of leveraged funds have been provided as a reference point. You may add Rows as necessary to report all sources of leveraged funds. Include Resident Rent payments paid by clients directly to private landlords. Do NOT include rents paid directly to a HOPWA program as this will be reported in the next section. In Column [2] report the amount of leveraged funds expended during the operating year. Use Column [3] to provide some detail about the type of leveraged contribution (e.g., case management services or clothing donations). In Column [4], check the appropriate box to indicate whether the leveraged contribution was a housing subsidy assistance or another form of support.

Note: Be sure to report on the number of households supported with these leveraged funds in Part 3, Chart 1, Column d.

A. Source of Leveraging Chart

[1] Source of Leveraging	[2] Amount of Leveraged Funds	[3] Type of Contribution	[4] Housing Subsidy Assistance or Other Support
Public Funding			
Ryan White-Housing Assistance	\$206,504	Housing Subsidy Assistance	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Ryan White-Other	1,913,795	Case Management, Dental & eye care, Nutrition, Counseling, Medical Care & Medications	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Housing Choice Voucher Program			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Low Income Housing Tax Credit			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
HOME			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Shelter Plus Care			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Emergency Solutions Grant			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public: Delaware Department of Public Health	472,635	Cash Resources	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: HUD HOPWA	554,885	Cash Resources	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: Grant-In-Aid	177,760	Cash Resources	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: HUD SHP	226,033		<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: HUD Expansion	416,818		<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Private Funding			
Grants	112,790	Cash Resources	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
In-kind Resources	12,655	Operational	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private: Contributions	116,302	Cash Resources	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Private: Fees	59,504	Cash Resources	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Funding			
Grantee/Project Sponsor/Subrecipient (Agency) Cash			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Resident Rent Payments by Client to Private Landlord	232,788		
TOTAL (Sum of all Rows)	4,295,965		

2. Program Income and Resident Rent Payments

In Section 2, Chart A., report the total amount of program income and resident rent payments directly generated from the use of HOPWA funds, including repayments. Include resident rent payments collected or paid directly to the HOPWA program. Do NOT include payments made directly from a client household to a private landlord.

Note: Please see report directions section for definition of program income. (Additional information on program income is available in the HOPWA Grantee Oversight Resource Guide).

A. Total Amount Program Income and Resident Rent Payment Collected During the Operating Year

Program Income and Resident Rent Payments Collected		Total Amount of Program Income (for this operating year)
1.	Program income (e.g. repayments)	
2.	Resident Rent Payments made directly to HOPWA Program	59,504
3.	Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)	59,504

B. Program Income and Resident Rent Payments Expended To Assist HOPWA Households

In Chart B, report on the total program income and resident rent payments (as reported above in Chart A) expended during the operating year. Use Row 1 to report Program Income and Resident Rent Payments expended on Housing Subsidy Assistance Programs (i.e., TBRA, STRMU, PHP, Master Leased Units, and Facility-Based Housing). Use Row 2 to report on the Program Income and Resident Rent Payment expended on Supportive Services and other non-direct Housing Costs.

Program Income and Resident Rent Payment Expended on HOPWA programs		Total Amount of Program Income Expended (for this operating year)
1.	Program Income and Resident Rent Payment Expended on Housing Subsidy Assistance costs	59,504
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	
3.	Total Program Income Expended (Sum of Rows 1 and 2)	59,504

End of PART 2

PART 3: Accomplishment Data Planned Goal and Actual Outputs

In Chart 1, enter performance information (goals and actual outputs) for all activities undertaken during the operating year supported with HOPWA funds. Performance is measured by the number of households and units of housing that were supported with HOPWA or other federal, state, local, or private funds for the purposes of providing housing assistance and support to persons living with HIV/AIDS and their families.

Note: The total households assisted with HOPWA funds and reported in PART 3 of the CAPER should be the same as reported in the annual year-end IDIS data, and goals reported should be consistent with the Annual Plan information. Any discrepancies or deviations should be explained in the narrative section of PART 1.

1. HOPWA Performance Planned Goal and Actual Outputs

HOPWA Performance Planned Goal and Actual		[1] Output: Households				[2] Output: Funding	
		HOPWA Assistance		Leveraged Households		HOPWA Funds	
		a.	b.	c.	d.	e.	f.
		Goal	Actual	Goal	Actual	HOPWA Budget	HOPWA Actual
HOPWA Housing Subsidy Assistance		[1] Output: Households				[2] Output: Funding	
1.	Tenant-Based Rental Assistance	98	96	30	59	546,866	541,267
2a.	Permanent Housing Facilities: Received Operating Subsidies/Leased units (Households Served)						
2b.	Transitional/Short-term Facilities: Received Operating Subsidies/Leased units (Households Served) (Households Served)						
3a.	Permanent Housing Facilities: Capital Development Projects placed in service during the operating year (Households Served)						
3b.	Transitional/Short-term Facilities: Capital Development Projects placed in service during the operating year (Households Served)						
4.	Short-Term Rent, Mortgage and Utility Assistance	52	36	48	0	40,023	33,374.24
5.	Permanent Housing Placement Services						
6.	Adjustments for duplication (subtract)						
7.	Total HOPWA Housing Subsidy Assistance (Columns a. – d. equal the sum of Rows 1-5 minus Row 6; Columns e. and f. equal the sum of Rows 1-5)	150	132	78	59	586,889	569,814.32
Housing Development (Construction and Stewardship of facility based housing)		[1] Output: Housing Units				[2] Output: Funding	
8.	Facility-based units; Capital Development Projects not yet opened (Housing Units)						
9.	Stewardship Units subject to 3 or 10 year use agreements						
10.	Total Housing Developed (Sum of Rows 8 & 9)						
Supportive Services		[1] Output Households				[2] Output: Funding	
11a.	Supportive Services provided by project sponsors/subrecipient that also delivered HOPWA housing subsidy assistance	16	19			48,000	48,000
11b.	Supportive Services provided by project sponsors/subrecipient that only provided supportive services.						
12.	Adjustment for duplication (subtract)						
13.	Total Supportive Services (Columns a. – d. equal the sum of Rows 11 a. & b. minus Row 12; Columns e. and f. equal the sum of Rows 11a. & 11b.)	16	19			48,000	48,000
Housing Information Services		[1] Output Households				[2] Output: Funding	
14.	Housing Information Services						
15.	Total Housing Information Services						

Grant Administration and Other Activities		[1] Output Households				[2] Output: Funding	
16.	Resource Identification to establish, coordinate and develop housing assistance resources						
17.	Technical Assistance (if approved in grant agreement)						
18.	Grantee Administration (maximum 3% of total HOPWA grant)					18,885	18,885
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					36,042	36,042
20.	Total Grant Administration and Other Activities (Sum of Rows 16 – 19)					54,927	54,927
Total Expended						[2] Outputs: HOPWA Funds Expended	
						Budget	Actual
21.	Total Expenditures for program year (Sum of Rows 7, 10, 13, 15, and 20)					689,816	672,741.32

2. Listing of Supportive Services

Report on the households served and use of HOPWA funds for all supportive services. Do NOT report on supportive services leveraged with non-HOPWA funds.

Data check: Total unduplicated households and expenditures reported in Row 17 equal totals reported in Part 3, Chart 1, Row 13.

Supportive Services		[1] Output: Number of <u>Households</u>	[2] Output: Amount of HOPWA Funds Expended
1.	Adult day care and personal assistance		
2.	Alcohol and drug abuse services		
3.	Case management	19	42,500
4.	Child care and other child services		
5.	Education		
6.	Employment assistance and training		
7.	Health/medical/intensive care services, if approved Note: Client records must conform with 24 CFR §574.310		
8.	Legal services		
9.	Life skills management (outside of case management)		
10.	Meals/nutritional services	19	5,500
11.	Mental health services		
12.	Outreach		
13.	Transportation		
14.	Other Activity (if approved in grant agreement). Specify:		
15.	Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)	38	
16.	Adjustment for Duplication (subtract)	19	
17.	TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)	19	48,000

3. Short-Term Rent, Mortgage and Utility Assistance (STRMU) Summary

In Row a., enter the total number of households served and the amount of HOPWA funds expended on Short-Term Rent, Mortgage and Utility (STRMU) Assistance. In Row b., enter the total number of STRMU-assisted households that received assistance with mortgage costs only (no utility costs) and the amount expended assisting these households. In Row c., enter the total number of STRMU-assisted households that received assistance with both mortgage and utility costs and the amount expended assisting these households. In Row d., enter the total number of STRMU-assisted households that received assistance with rental costs only (no utility costs) and the amount expended assisting these households. In Row e., enter the total number of STRMU-assisted households that received assistance with both rental and utility costs and the amount expended assisting these households. In Row f., enter the total number of STRMU-assisted households that received assistance with utility costs only (not including rent or mortgage costs) and the amount expended assisting these households. In row g., report the amount of STRMU funds expended to support direct program costs such as program operation staff.

Data Check: The total households reported as served with STRMU in Row a., column [1] and the total amount of HOPWA funds reported as expended in Row a., column [2] equals the household and expenditure total reported for STRMU in Part 3, Chart 1, Row 4, Columns b. and f., respectively.

Data Check: The total number of households reported in Column [1], Rows b., c., d., e., and f. equal the total number of STRMU households reported in Column [1], Row a. The total amount reported as expended in Column [2], Rows b., c., d., e., f., and g. equal the total amount of STRMU expenditures reported in Column [2], Row a.

Housing Subsidy Assistance Categories (STRMU)		[1] Output: Number of Households Served	[2] Output: Total HOPWA Funds Expended on STRMU during Operating Year
a.	Total Short-term mortgage, rent and/or utility (STRMU) assistance	36	33,374.84
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.		
c.	Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs.		
d.	Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.	14	10,421.66
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.		
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.	22	18,176.26
g.	Direct program delivery costs (e.g., program operations staff time)		4,826.92

End of PART 3

Part 4: Summary of Performance Outcomes

In Column [1], report the total number of eligible households that received HOPWA housing subsidy assistance, by type. In Column [2], enter the number of households that continued to access each type of housing subsidy assistance into next operating year. In Column [3], report the housing status of all households that exited the program.

Data Check: The sum of Columns [2] (Number of Households Continuing) and [3] (Exited Households) equals the total reported in Column[1].

Note: Refer to the housing stability codes that appear in Part 5: Worksheet - Determining Housing Stability Outcomes.

Section 1. Housing Stability: Assessment of Client Outcomes on Maintaining Housing Stability (Permanent Housing and Related Facilities)

A. Permanent Housing Subsidy Assistance

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
Tenant-Based Rental Assistance	96	67	1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing		<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing	6	<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy	20	
			6 Institution		<i>Unstable Arrangements</i>
			7 Jail/Prison		
			8 Disconnected/Unknown	1	
			9 Death	2	<i>Life Event</i>
Permanent Supportive Housing Facilities/ Units	19	14	1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing		<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing	3	<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution	1	<i>Unstable Arrangements</i>
			7 Jail/Prison		
			8 Disconnected/Unknown		
			9 Death	1	<i>Life Event</i>

B. Transitional Housing Assistance

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
Transitional/ Short-Term Housing Facilities/ Units			1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing		<i>Temporarily Stable with Reduced Risk of Homelessness</i>
			3 Private Housing		<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		<i>Unstable Arrangements</i>
			7 Jail/Prison		
			8 Disconnected/unknown		
			9 Death		<i>Life Event</i>

B1: Total number of households receiving transitional/short-term housing assistance whose tenure exceeded 24 months	
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Section 2. Prevention of Homelessness: Assessment of Client Outcomes on Reduced Risks of Homelessness (Short-Term Housing Subsidy Assistance)

Report the total number of households that received STRMU assistance in Column [1].

In Column [2], identify the outcomes of the households reported in Column [1] either at the time that they were known to have left the STRMU program or through the project sponsor or subrecipient’s best assessment for stability at the end of the operating year.

Information in Column [3] provides a description of housing outcomes; therefore, data is not required.

At the bottom of the chart:

- In Row 1a., report those households that received STRMU assistance during the operating year of this report, and the prior operating year.
- In Row 1b., report those households that received STRMU assistance during the operating year of this report, and the two prior operating years.

Data Check: The total households reported as served with STRMU in Column [1] equals the total reported in Part 3, Chart 1, Row 4, Column b.

Data Check: The sum of Column [2] should equal the number of households reported in Column [1].

Assessment of Households that Received STRMU Assistance

[1] Output: Total number of households	[2] Assessment of Housing Status		[3] HOPWA Client Outcomes
36	Maintain Private Housing <u>without</u> subsidy <i>(e.g. Assistance provided/completed and client is stable, not likely to seek additional support)</i>	12	<i>Stable/Permanent Housing (PH)</i>
	Other Private Housing without subsidy <i>(e.g. client switched housing units and is now stable, not likely to seek additional support)</i>		
	Other HOPWA Housing Subsidy Assistance		
	Other Housing Subsidy (PH)		
	Institution <i>(e.g. residential and long-term care)</i>		
	Likely that additional STRMU is needed to maintain current housing arrangements	19	<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
	Transitional Facilities/Short-term <i>(e.g. temporary or transitional arrangement)</i>		
	Temporary/Non-Permanent Housing arrangement <i>(e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days)</i>		
	Emergency Shelter/street		<i>Unstable Arrangements</i>
	Jail/Prison		
Disconnected			
Death		<i>Life Event</i>	
1a. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the prior operating year (e.g. households that received STRMU assistance in two consecutive operating years).			5
1b. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the two prior operating years (e.g. households that received STRMU assistance in three consecutive operating years).			

Section 3. HOPWA Outcomes on Access to Care and Support

1a. Total Number of Households

Line [1]: For project sponsors/subrecipients that provided HOPWA housing subsidy assistance during the operating year identify in the appropriate row the number of households that received HOPWA housing subsidy assistance (TBRA, STRMU, Facility-Based, PHP and Master Leasing) and HOPWA funded case management services. Use Row c. to adjust for duplication among the service categories and Row d. to provide an unduplicated household total.

Line [2]: For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance identify in the appropriate row the number of households that received HOPWA funded case management services.

Note: These numbers will help you to determine which clients to report Access to Care and Support Outcomes for and will be used by HUD as a basis for analyzing the percentage of households who demonstrated or maintained connections to care and support as identified in Chart 1b. below.

Total Number of Households	
1. For Project Sponsors/Subrecipients that provided HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded services:	
a. Housing Subsidy Assistance (duplicated)-TBRA, STRMU, PHP, Facility-Based Housing, and Master Leasing	151
b. Case Management	151
c. Adjustment for duplication (subtraction)	151
d. Total Households Served by Project Sponsors/Subrecipients with Housing Subsidy Assistance (Sum of Rows a.b. minus Row c.)	151
2. For Project Sponsors/Subrecipients did NOT provide HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded service:	
a. HOPWA Case Management	
b. Total Households Served by Project Sponsors/Subrecipients without Housing Subsidy Assistance	

1b. Status of Households Accessing Care and Support

Column [1]: Of the households identified as receiving services from project sponsors/subrecipients that provided HOPWA housing subsidy assistance as identified in Chart 1a., Row 1d. above, report the number of households that demonstrated access or maintained connections to care and support within the program year.

Column [2]: Of the households identified as receiving services from project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance as reported in Chart 1a., Row 2b., report the number of households that demonstrated improved access or maintained connections to care and support within the program year.

Note: For information on types and sources of income and medical insurance/assistance, refer to Charts below.

Categories of Services Accessed	[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:	Outcome Indicator
1. Has a housing plan for maintaining or establishing stable on-going housing	115		<i>Support for Stable Housing</i>
2. Had contact with case manager/benefits counselor consistent with the schedule specified in client's individual service plan (may include leveraged services such as Ryan White Medical Case Management)	115		<i>Access to Support</i>
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	115		<i>Access to Health Care</i>
4. Accessed and maintained medical insurance/assistance	115		<i>Access to Health Care</i>
5. Successfully accessed or maintained qualification for sources of income			<i>Sources of Income</i>

Chart 1b., Line 4: Sources of Medical Insurance and Assistance include, but are not limited to the following (Reference only)

<ul style="list-style-type: none"> • MEDICAID Health Insurance Program, or use local program name • MEDICARE Health Insurance Program, or use local program name 	<ul style="list-style-type: none"> • Veterans Affairs Medical Services • AIDS Drug Assistance Program (ADAP) • State Children’s Health Insurance Program (SCHIP), or use local program name 	<ul style="list-style-type: none"> • Ryan White-funded Medical or Dental Assistance
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Chart 1b., Row 5: Sources of Income include, but are not limited to the following (Reference only)

<ul style="list-style-type: none"> • Earned Income • Veteran’s Pension • Unemployment Insurance • Pension from Former Job • Supplemental Security Income (SSI) 	<ul style="list-style-type: none"> • Child Support • Social Security Disability Income (SSDI) • Alimony or other Spousal Support • Veteran’s Disability Payment • Retirement Income from Social Security • Worker’s Compensation 	<ul style="list-style-type: none"> • General Assistance (GA), or use local program name • Private Disability Insurance • Temporary Assistance for Needy Families (TANF) • Other Income Sources
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1c. Households that Obtained Employment

Column [1]: Of the households identified as receiving services from project sponsors/subrecipients that provided HOPWA housing subsidy assistance as identified in Chart 1a., Row 1d. above, report on the number of households that include persons who obtained an income-producing job during the operating year that resulted from HOPWA-funded Job training, employment assistance, education or related case management/counseling services.

Column [2]: Of the households identified as receiving services from project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance as reported in Chart 1a., Row 2b., report on the number of households that include persons who obtained an income-producing job during the operating year that resulted from HOPWA-funded Job training, employment assistance, education or case management/counseling services.

Note: This includes jobs created by this project sponsor/subrecipients or obtained outside this agency.

Note: Do not include jobs that resulted from leveraged job training, employment assistance, education or case management/counseling services.

Categories of Services Accessed	[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:
Total number of households that obtained an income-producing job	6	

End of PART 4

PART 5: Worksheet - Determining Housing Stability Outcomes (optional)

1. This chart is designed to assess program results based on the information reported in Part 4 and to help Grantees determine overall program performance. Completion of this worksheet is optional.

Permanent Housing Subsidy Assistance	Stable Housing (# of households remaining in program plus 3+4+5+6)	Temporary Housing (2)	Unstable Arrangements (1+7+8)	Life Event (9)
Tenant-Based Rental Assistance (TBRA)	93		1	2
Permanent Facility-based Housing Assistance/Units	18			1
Transitional/Short-Term Facility-based Housing Assistance/Units				
Total Permanent HOPWA Housing Subsidy Assistance	111		1	3
Reduced Risk of Homelessness: Short-Term Assistance	Stable/Permanent Housing	Temporarily Stable, with Reduced Risk of Homelessness	Unstable Arrangements	Life Events
Short-Term Rent, Mortgage, and Utility Assistance (STRMU)	12	19		5
Total HOPWA Housing Subsidy Assistance	12	19		5

Background on HOPWA Housing Stability Codes
Stable Permanent Housing/Ongoing Participation

- 3 = Private Housing in the private rental or home ownership market (without known subsidy, including permanent placement with families or other self-sufficient arrangements) with reasonable expectation that additional support is not needed.
- 4 = Other HOPWA-funded housing subsidy assistance (not STRMU), e.g. TBRA or Facility-Based Assistance.
- 5 = Other subsidized house or apartment (non-HOPWA sources, e.g., Section 8, HOME, public housing).
- 6 = Institutional setting with greater support and continued residence expected (e.g., residential or long-term care facility).

Temporary Housing

2 = Temporary housing - moved in with family/friends or other short-term arrangement, such as Ryan White subsidy, transitional housing for homeless, or temporary placement in institution (e.g., hospital, psychiatric hospital or other psychiatric facility, substance abuse treatment facility or detox center).

Unstable Arrangements

- 1 = Emergency shelter or no housing destination such as places not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station, or anywhere outside).
- 7 = Jail /prison.
- 8 = Disconnected or disappeared from project support, unknown destination or no assessments of housing needs were undertaken.

Life Event

9 = Death, i.e., remained in housing until death. This characteristic is not factored into the housing stability equation.

Tenant-based Rental Assistance: Stable Housing is the sum of the number of households that (i) remain in the housing and (ii) those that left the assistance as reported under: 3, 4, 5, and 6. Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item: 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

Permanent Facility-Based Housing Assistance: Stable Housing is the sum of the number of households that (i) remain in the housing and (ii) those that left the assistance as shown as items: 3, 4, 5, and 6. Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

Transitional/Short-Term Facility-Based Housing Assistance: Stable Housing is the sum of the number of households that (i) continue in the residences (ii) those that left the assistance as shown as items: 3, 4, 5, and 6. Other Temporary Housing is the number of households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

Tenure Assessment. A baseline of households in transitional/short-term facilities for assessment purposes, indicate the number of households whose tenure exceeded 24 months.

STRMU Assistance: Stable Housing is the sum of the number of households that accessed assistance for some portion of the permitted 21-week period and there is reasonable expectation that additional support is not needed in order to maintain permanent housing living situation (as this is a time-limited form of housing support) as reported under housing status: Maintain Private Housing with subsidy; Other Private with Subsidy; Other HOPWA support; Other Housing Subsidy; and Institution. Temporarily Stable, with Reduced Risk of Homelessness is the sum of the number of households that accessed assistance for some portion of the permitted 21-week period or left their current housing arrangement for a transitional facility or other temporary/non-permanent housing arrangement and there is reasonable expectation additional support will be needed to maintain housing arrangements in the next year, as reported under housing status: Likely to maintain current housing arrangements, with additional STRMU assistance; Transitional Facilities/Short-term; and Temporary/Non-Permanent Housing arrangements. Unstable Situation is the sum of number of households reported under housing status: Emergency Shelter; Jail/Prison; and Disconnected.

End of PART 5

PART 6: Annual Certification of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY)

The Annual Certification of Usage for HOPWA Facility-Based Stewardship Units is to be used in place of Part 7B of the CAPER if the facility was originally acquired, rehabilitated or constructed/developed in part with HOPWA funds but no HOPWA funds were expended during the operating year. Scattered site units may be grouped together on one page.

Grantees that used HOPWA funding for new construction, acquisition, or substantial rehabilitation are required to operate their facilities for HOPWA eligible individuals for at least ten (10) years. If non-substantial rehabilitation funds were used they are required to operate for at least three (3) years. Stewardship begins once the facility is put into operation.

Note: See definition of Stewardship Units.

1. General information

HUD Grant Number(s)	Operating Year for this report From (mm/dd/yy) To (mm/dd/yy) <input type="checkbox"/> Final Yr <input type="checkbox"/> Yr 1; <input type="checkbox"/> Yr 2; <input type="checkbox"/> Yr 3; <input type="checkbox"/> Yr 4; <input type="checkbox"/> Yr 5; <input type="checkbox"/> Yr 6; <input type="checkbox"/> Yr 7; <input type="checkbox"/> Yr 8; <input type="checkbox"/> Yr 9; <input type="checkbox"/> Yr 10;
Grantee Name	Date Facility Began Operations (mm/dd/yy)

2. Number of Units and Non-HOPWA Expenditures

Facility Name:	Number of Stewardship Units Developed with HOPWA funds	Amount of Non-HOPWA Funds Expended in Support of the Stewardship Units during the Operating Year
Total Stewardship Units (subject to 3- or 10- year use periods)		

3. Details of Project Site

Project Sites: Name of HOPWA-funded project	
Site Information: Project Zip Code(s)	
Site Information: Congressional District(s)	
Is the address of the project site confidential?	<input type="checkbox"/> Yes, protect information; do not list <input type="checkbox"/> Not confidential; information can be made available to the public
If the site is not confidential: Please provide the contact information, phone, email address/location, if business address is different from facility address	

I certify that the facility that received assistance for acquisition, rehabilitation, or new construction from the Housing Opportunities for Persons with AIDS Program has operated as a facility to assist HOPWA-eligible persons from the date shown above. I also certify that the grant is still serving the planned number of HOPWA-eligible households at this facility through leveraged resources and all other requirements of the grant agreement are being satisfied.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Name & Title of Authorized Official of the organization that continues to operate the facility:	Signature & Date (mm/dd/yy)
Name & Title of Contact at Grantee Agency (person who can answer questions about the report and program)	Contact Phone (with area code)

End of PART 6

Part 7: Summary Overview of Grant Activities**A. Information on Individuals, Beneficiaries, and Households Receiving HOPWA Housing Subsidy Assistance (TBRA, STRMU, Facility-Based Units, Permanent Housing Placement and Master Leased Units ONLY)**

Note: Reporting for this section should include ONLY those individuals, beneficiaries, or households that received and/or resided in a household that received HOPWA Housing Subsidy Assistance as reported in Part 3, Chart 1, Row 7, Column b. (e.g., do not include households that received HOPWA supportive services ONLY).

Section 1. HOPWA-Eligible Individuals who Received HOPWA Housing Subsidy Assistance**a. Total HOPWA Eligible Individuals Living with HIV/AIDS**

In Chart a., provide the total number of eligible (and unduplicated) low-income individuals living with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance during the operating year. This total should include only the individual who qualified the household for HOPWA assistance, NOT all HIV positive individuals in the household.

Individuals Served with Housing Subsidy Assistance	Total
Number of individuals with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance.	132

Chart b. Prior Living Situation

In Chart b., report the prior living situations for all Eligible Individuals reported in Chart a. In Row 1, report the total number of individuals who continued to receive HOPWA housing subsidy assistance from the prior operating year into this operating year. In Rows 2 through 17, indicate the prior living arrangements for all new HOPWA housing subsidy assistance recipients during the operating year.

Data Check: *The total number of eligible individuals served in Row 18 equals the total number of individuals served through housing subsidy assistance reported in Chart a. above.*

Category		Total HOPWA Eligible Individuals Receiving Housing Subsidy Assistance
1.	<u>Continuing</u> to receive HOPWA support from the prior operating year	70
New Individuals who received HOPWA Housing Subsidy Assistance support during Operating Year		
2.	Place not meant for human habitation (such as a vehicle, abandoned building, bus/train/subway station/airport, or outside)	
3.	Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	
4.	Transitional housing for homeless persons	
5.	Total number of new Eligible Individuals who received HOPWA Housing Subsidy Assistance with a Prior Living Situation that meets HUD definition of homelessness (Sum of Rows 2 – 4)	
6.	Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	
7.	Psychiatric hospital or other psychiatric facility	
8.	Substance abuse treatment facility or detox center	
9.	Hospital (non-psychiatric facility)	
10.	Foster care home or foster care group home	
11.	Jail, prison or juvenile detention facility	
12.	Rented room, apartment, or house	59
13.	House you own	1
14.	Staying or living in someone else's (family and friends) room, apartment, or house	2
15.	Hotel or motel paid for without emergency shelter voucher	
16.	Other	
17.	Don't Know or Refused	
18.	TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)	132

c. Homeless Individual Summary

In Chart c., indicate the number of eligible individuals reported in Chart b., Row 5 as homeless who also are homeless Veterans and/or meet the definition for Chronically Homeless (See Definition section of CAPER). The totals in Chart c. do not need to equal the total in Chart b., Row 5.

Category	Number of Homeless Veteran(s)	Number of Chronically Homeless
HOPWA eligible individuals served with HOPWA Housing Subsidy Assistance		

Section 2. Beneficiaries

In Chart a., report the total number of HOPWA eligible individuals living with HIV/AIDS who received HOPWA housing subsidy assistance (*as reported in Part 7A, Section 1, Chart a.*), and all associated members of their household who benefitted from receiving HOPWA housing subsidy assistance (resided with HOPWA eligible individuals).

Note: See definition of HOPWA Eligible Individual

Note: See definition of Transgender.

Note: See definition of Beneficiaries.

Data Check: The sum of each of the Charts b. & c. on the following two pages equals the total number of beneficiaries served with HOPWA housing subsidy assistance as determined in Chart a., Row 4 below.

a. Total Number of Beneficiaries Served with HOPWA Housing Subsidy Assistance

Individuals and Families Served with HOPWA Housing Subsidy Assistance	Total Number
1. Number of individuals with HIV/AIDS who qualified the household to receive HOPWA housing subsidy assistance (equals the number of HOPWA Eligible Individuals reported in Part 7A, Section 1, Chart a.)	132
2. Number of ALL other persons diagnosed as HIV positive who reside with the HOPWA eligible individuals identified in Row 1 and who benefitted from the HOPWA housing subsidy assistance	6
3. Number of ALL other persons NOT diagnosed as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefitted from the HOPWA housing subsidy	72
4. TOTAL number of ALL <u>beneficiaries</u> served with Housing Subsidy Assistance (Sum of Rows 1,2, & 3)	210

b. Age and Gender

In Chart b., indicate the Age and Gender of all beneficiaries as reported in Chart a. directly above. Report the Age and Gender of all HOPWA Eligible Individuals (those reported in Chart a., Row 1) using Rows 1-5 below and the Age and Gender of all other beneficiaries (those reported in Chart a., Rows 2 and 3) using Rows 6-10 below. The number of individuals reported in Row 11, Column E. equals the total number of beneficiaries reported in Part 7, Section 2, Chart a., Row 4.

HOPWA Eligible Individuals (Chart a, Row 1)						
		A.	B.	C.	D.	E.
		Male	Female	Transgender M to F	Transgender F to M	TOTAL (Sum of Columns A-D)
1.	Under 18					
2.	18 to 30 years	6	6			12
3.	31 to 50 years	16	31	1		48
4.	51 years and Older	42	29	1		72
5.	Subtotal (Sum of Rows 1-4)	64	66	2		132
All Other Beneficiaries (Chart a, Rows 2 and 3)						
		A.	B.	C.	D.	E.
		Male	Female	Transgender M to F	Transgender F to M	TOTAL (Sum of Columns A-D)
6.	Under 18	18	22			40
7.	18 to 30 years	8	12			20
8.	31 to 50 years	3	2			5
9.	51 years and Older	7	6			13
10.	Subtotal (Sum of Rows 6-9)	36	42			78
Total Beneficiaries (Chart a, Row 4)						
11.	TOTAL (Sum of Rows 5 & 10)	100	108	2		210

c. Race and Ethnicity*

In Chart c., indicate the Race and Ethnicity of all beneficiaries receiving HOPWA Housing Subsidy Assistance as reported in Section 2, Chart a., Row 4. Report the race of all HOPWA eligible individuals in Column [A]. Report the ethnicity of all HOPWA eligible individuals in column [B]. Report the race of all other individuals who benefitted from the HOPWA housing subsidy assistance in column [C]. Report the ethnicity of all other individuals who benefitted from the HOPWA housing subsidy assistance in column [D]. The summed total of columns [A] and [C] equals the total number of beneficiaries reported above in Section 2, Chart a., Row 4.

Category		HOPWA Eligible Individuals		All Other Beneficiaries	
		[A] Race [all individuals reported in Section 2, Chart a., Row 1]	[B] Ethnicity [Also identified as Hispanic or Latino]	[C] Race [total of individuals reported in Section 2, Chart a., Rows 2 & 3]	[D] Ethnicity [Also identified as Hispanic or Latino]
1.	American Indian/Alaskan Native				
2.	Asian				
3.	Black/African American	116	1	63	
4.	Native Hawaiian/Other Pacific Islander				
5.	White	16	2	12	6
6.	American Indian/Alaskan Native & White				
7.	Asian & White				
8.	Black/African American & White				
9.	American Indian/Alaskan Native & Black/African American				
10.	Other Multi-Racial	2	2	1	1
11.	Column Totals (Sum of Rows 1-10)	134	5	76	7

Data Check: Sum of Row 11 Column A and Row 11 Column C equals the total number HOPWA Beneficiaries reported in Part 3A, Section 2, Chart a., Row 4.

*Reference (data requested consistent with Form HUD-27061 Race and Ethnic Data Reporting Form)

Section 3. Households

Household Area Median Income

Report the area median income(s) for all households served with HOPWA housing subsidy assistance.

Data Check: The total number of households served with HOPWA housing subsidy assistance should equal Part 3C, Row 7, Column b and Part 7A, Section 1, Chart a. (Total HOPWA Eligible Individuals Served with HOPWA Housing Subsidy Assistance).

Note: Refer to http://www.huduser.org/portal/datasets/il/il2010/select_Geography_mfi.odn for information on area median income in your community.

Percentage of Area Median Income		Households Served with HOPWA Housing Subsidy Assistance
1.	0-30% of area median income (extremely low)	93
2.	31-50% of area median income (very low)	37
3.	51-80% of area median income (low)	2
4.	Total (Sum of Rows 1-3)	132

Part 7: Summary Overview of Grant Activities

B. Facility-Based Housing Assistance

Complete one Part 7B for each facility developed or supported through HOPWA funds.

Do not complete this Section for programs originally developed with HOPWA funds but no longer supported with HOPWA funds. If a facility was developed with HOPWA funds (subject to ten years of operation for acquisition, new construction and substantial rehabilitation costs of stewardship units, or three years for non-substantial rehabilitation costs), but HOPWA funds are no longer used to support the facility, the project sponsor or subrecipient should complete Part 6: Annual Certification of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY).

Complete Charts 2a., Project Site Information, and 2b., Type of HOPWA Capital Development Project Units, for all Development Projects, including facilities that were past development projects, but continued to receive HOPWA operating dollars this reporting year.

1. Project Sponsor/Subrecipient Agency Name (Required)

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2. Capital Development

2a. Project Site Information for HOPWA Capital Development of Projects (For Current or Past Capital Development Projects that receive HOPWA Operating Costs this reporting year)

Note: If units are scattered-sites, report on them as a group and under type of Facility write "Scattered Sites."

	Type of Development this operating year	HOPWA Funds Expended this operating year (if applicable)	Non-HOPWA funds Expended (if applicable)	Name of Facility:
	<input type="checkbox"/> New construction	\$	\$	Type of Facility [Check <u>only one</u> box.] <input type="checkbox"/> Permanent housing <input type="checkbox"/> Short-term Shelter or Transitional housing <input type="checkbox"/> Supportive services only facility
	<input type="checkbox"/> Rehabilitation	\$	\$	
	<input type="checkbox"/> Acquisition	\$	\$	
	<input type="checkbox"/> Operating	\$	\$	
a.	Purchase/lease of property:			Date (mm/dd/yy):
b.	Rehabilitation/Construction Dates:			Date started: Date Completed:
c.	Operation dates:			Date residents began to occupy: <input type="checkbox"/> Not yet occupied
d.	Date supportive services began:			Date started: <input type="checkbox"/> Not yet providing services
e.	Number of units in the facility:			HOPWA-funded units = Total Units =
f.	Is a waiting list maintained for the facility?			<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, number of participants on the list at the end of operating year</i>
g.	What is the address of the facility (if different from business address)?			
h.	Is the address of the project site confidential?			<input type="checkbox"/> Yes, protect information; do not publish list <input type="checkbox"/> No, can be made available to the public

2b. Number and Type of HOPWA Capital Development Project Units (For Current or Past Capital Development Projects that receive HOPWA Operating Costs this Reporting Year)

For units entered above in 2a. please list the number of HOPWA units that fulfill the following criteria:

	Number Designated for the Chronically Homeless	Number Designated to Assist the Homeless	Number Energy-Star Compliant	Number 504 Accessible
Rental units constructed (new) and/or acquired with or without rehab				
Rental units rehabbed				
Homeownership units constructed (if approved)				

3. Units Assisted in Types of Housing Facility/Units Leased by Project Sponsor or Subrecipient

Charts 3a., 3b. and 4 are required for each facility. In Charts 3a. and 3b., indicate the type and number of housing units in the facility, including master leased units, project-based or other scattered site units leased by the organization, categorized by the number of bedrooms per unit.

Note: The number units may not equal the total number of households served.

Please complete separate charts for each housing facility assisted. Scattered site units may be grouped together.

3a. Check one only

- Permanent Supportive Housing Facility/Units
- Short-term Shelter or Transitional Supportive Housing Facility/Units

3b. Type of Facility

Complete the following Chart for all facilities leased, master leased, project-based, or operated with HOPWA funds during the reporting year.

Name of Project Sponsor/Agency Operating the Facility/Leased Units:

Type of housing facility operated by the project sponsor/subrecipient		Total Number of Units in use during the Operating Year Categorized by the Number of Bedrooms per Units				
		SRO/Studio/0 bdrm	1 bdrm	2 bdrm	3 bdrm	4 bdrm
a.	Single room occupancy dwelling	16				
b.	Community residence					
c.	Project-based rental assistance units or leased units					
d.	Other housing facility <u>Specify:</u>					

4. Households and Housing Expenditures

Enter the total number of households served and the amount of HOPWA funds expended by the project sponsor/subrecipient on subsidies for housing involving the use of facilities, master leased units, project based or other scattered site units leased by the organization.

Housing Assistance Category: Facility Based Housing		Output: Number of Households	Output: Total HOPWA Funds Expended during Operating Year by Project Sponsor/subrecipient
a.	Leasing Costs		
b.	Operating Costs	19	42,500
c.	Project-Based Rental Assistance (PBRA) or other leased units		
d.	Other Activity (if approved in grant agreement) <u>Specify:</u>		
e.	Adjustment to eliminate duplication (subtract)		
f.	TOTAL Facility-Based Housing Assistance (Sum Rows a. through d. minus Row e.)	19	42,500