



CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

**City Fiscal Year 2015
(Federal Fiscal Year 2014)
July 1, 2014 to June 30, 2015**

**City of Wilmington
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City of Wilmington
City Fiscal Year 2015 (Federal Program Year 2014)
Consolidated Annual Performance and Evaluation Report (CAPER)
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INTRODUCTION

This document represents the City of Wilmington’s Consolidated Annual Performance and Evaluation Report (CAPER) for the Fiscal Year July 1, 2014 to June 30, 2015. It is a consolidated reporting document covering local programs and services funded by federal entitlement programs and local and private funds, and serves to identify progress on goals and objectives identified in the Five Year Consolidated Plan and Annual Action Plan. This fourth report on the Five Year Consolidated Plan covers the City’s FY2011-FY2015 (Federal FY2010-FY2014).

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.

This document provides a summary and detailed report on the use of funds for FY2015 pertaining to the following four funding sources allocated to the City of Wilmington. In addition, this report includes funds that may have been carried over from the previous fiscal year. The City of Wilmington was awarded the following grant amounts for FY2015:

Grant	FY 2015 Grant (new grant awards)
Community Development Block Grant (CDBG)	\$2,148,839
HOME Investment Partnership Program (HOME)	436,410
Emergency Solutions Grant (ESG)	177,850
Housing Opportunities for Persons with AIDS (HOPWA)	630,341
Total	\$3,393,440

ASSESSMENT OF GOALS AND SELF EVALUATION

The following six broad objectives identified in the City of Wilmington's Five Year Consolidated were to:

- 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 City of Wilmington is concerned about a number of conditions that currently exist in its neighborhoods. The increasing number of long-term vacant and boarded houses and other buildings, the pressure to convert small or older single family homes to multi-family rental situations, and the proliferation of vacant commercial buildings that blight several neighborhoods are examples of these negative conditions. The presence of vacant, boarded buildings has an adverse impact on the image of the City, serving to discourage investment in neighboring properties, and supports criminal activity. Neighborhoods that have high percentages of rental housing with poor management allow a criminal element to easily gain footholds. The City has analyzed the scale and location of these conditions and has defined neighborhoods in order to focus resources.

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. The following list represents the programs funded by CDBG, ESG, HOME, HOPWA, NSP and De-Lead. Details on all HUD expenditures and beneficiaries are provided in HUD's Integrated Disbursement Information System (IDIS). As part of leveraging, non-Federally-funded, housing-related activities are included in this CAPER.

- Homeless and Transitional Services (CDBG, ESG and HOPWA)
- Youth and Family Services (CDBG)
- Home Repair Loan Program (CDBG)
- Investor Rental Rehabilitation and Lead Paint Abatement Loans (CDBG, State HLRP)
- Housing Development including CHDO Set-Aside (HOME, CDBG, NSP and City Strategic Funds)
- Lead Hazard Reduction (De-Lead)
- Property Acquisition and Disposition Program (CDBG, NSP, City Strategic Funds)
- Vacant Property Demolition and Stabilization (CDBG)
- Administration and Planning (CDBG, HOME, ESG and HOPWA)

REAL ESTATE AND HOUSING ACTIVITIES AND ACCOMPLISHMENTS

In FY2015 the City completed 106 housing units towards a goal of 192 units. **Note:** An additional 112 unit completion goal was stated in the FY2015 Action Plan under the City's Home rental unit production goal. The oversight constituted the inclusion of 112 non-HOME-

funded units in the project. Had this not occurred, the City would have shown a completion of 106 units toward a goal of 80 units. Included in this total were: 38 CDBG homeowner repairs; 14 residential facade; 6 NSP acquisitions for homeownership, and 6 NSP homeownership rehabs. The completion amount does not include the City's homelessness prevention and special needs housing goal.

The following activities, by program, were undertaken by the Real Estate and Housing Department during FY2015:

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 FY2015.

City Property Disposition Program - The City of Wilmington is committed to making opportunities available to qualified and capable owners and developers, while reducing maintenance and carrying costs for City-owned property. The City acquired 28 properties in FY2015 and disposed of 7 properties. At the end of FY2015, there were 171 properties in inventory. As anticipated, the number of units increased in FY2015, as the City employed aggressive acquisition strategies to complement current and anticipated development projects throughout the City.

Home Loan Repair Program – To curb an increase in vacant and abandoned properties, Real Estate and Housing Department provides repairs to owner-occupied homes in need of critical structural or systematic repairs. Repairs include new roofs, electrical, heating and plumbing systems and other critical needs. The average cost is \$7,931 per unit. A total of 38 CDBG units were completed during FY2015.

Facade 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. Fourteen (14) residential and no commercial façade projects were completed in FY2015.

HOME: The Ministry of Caring's "Sacred Heart Village II" Section 202 senior rental project commenced in FY2015 after two years of litigation opposing the project. However, once underway there were many unforeseen delays with site conditions and weather issues. The 24-unit senior housing development is expected to be completed in February 2016.

NSP: As the program continued to stabilize neighborhoods and stimulate local jobs, the Department of Real Estate and Housing developed 11 properties during FY2015. Of the 11 units:

- 1 were redeveloped in FY2011 for homeownership and sold in FY2015
- 4 were redeveloped in FY2012 for homeownership and sold in FY2015
- 2 were redeveloped in FY2013 for homeownership and sold in FY2015

- 1 were redeveloped in FY2012 -2015 for homeownership and sold in FY2015

Of the 8 homes sold:

- 3 were sold to households 30-50% of AMI,
- 5 were sold to households 50-80% of AMI

Future NSP goals include:

- Acquisition of 6 properties at no cost to the City,
- Redevelopment of 6 properties acquired in FY2012, FY2013, FY2014, FY2015, the number is Include in the 21 units below.
- Redevelopment of 21 properties: 8 for households below 50% of AMI, 5 for households 50-80% of AMI, and 8 for households 80-120% of AMI

The Department plans to reduce inventory and projects as the NSP program nears closeout in the next two years.

STATE HLRP: One homeowner unit was completed under the State HLRP program during FY2015. This program provides a maximum of \$35,000 per homeowner unit and \$25,000 per rental unit to homeowners and investors.

OTHER: In FY 2015, City of Wilmington Strategic Housing Funds were used to acquire two (2) market rate units for homeownership units. Both units are under development and expected to be completed in FY2016.

SELF ASSESSMENT

Describe the manner in which the recipient would change its program as a result of its experiences.

Overall, the City of Wilmington is pleased with its efforts and the impact Federal funds have on the community. The City has experienced increased demand for housing development funding, particularly “new construction,” which we are having difficulty in meeting due to severe cuts in HOME Investment Partnership funding. The City continues to encourage its elected officials in Congress, as well as HUD, to provide additional flexible funding under CDBG to eliminate blighted conditions, improve the appearance of the urban fabric, encourage private market reinvestment in the city and revitalize deteriorated neighborhoods. We also urge continued and increased funding for programs such as HOME and Public Housing to assist us in meeting the housing needs of low and very low income households.

The City of Wilmington recognizes the need to identify and foster non-federal funding partnerships in creating new housing opportunities throughout the city that encompass a diverse economic spectrum. The City of Wilmington has historically relied upon its receipt of federal funding to accomplish its annual housing goals. As such we have developed and funded programs that provide little or no return on investment with non-amortizing loans requiring little or no payback until sale or transfer of the property. For this reason, program dollars, which could

have served to increase the reach of such programs have not been readily available; coupled with the reduction, in recent years, of major federal funding from HOME and CDBG funds.

The City is exploring programmatic changes that will require single- and multi-family development investment of federal and non-federal dollars to include some level of repayment in order to fund the City's ongoing housing development efforts.

Improved communications to constituents continue to be an area the City is working to improve in the context of implementing its Plan. Increased use of mapping software to visually display the location of projects such as the owner-occupied rehab program suggests the City can do a better job in maximizing the participation of all eligible households and/or neighborhoods throughout Wilmington. The City began utilizing billboards and other media outlets to expand promotion of Real Estate and Housing Department's federally-funded De-Lead program, which has increased public awareness of other housing programs and activities.

One of the priorities has been the Continuum of Care funding, including services for the homeless, emergency shelter and transitional housing. The City is a partner with the State and the local Continuum of Care providers through the Homeless Planning Council. This group has been particularly effective in obtaining federal and State resources for homeless services. Through the efforts of the Continuum of Care, the City is able, for the most part, to provide for the emergency needs of homeless persons. Demand on programs to prevent homelessness and rapidly re-house displaced families became increasingly challenging, with many calls of distress coming directly to the City's Office of Constituent Services and the Mayor's Office. The City sees a need for increased ESG funding to support this growing demand.

Future Changes to Consolidated Plan

FY2015 marked the fifth year of the City of Wilmington's Five-Year Consolidated Plan (FY2011-FY2015). Increased rehabilitation costs may result in a reduction in the annual number of homeowner repairs completed. Nevertheless, the City of Wilmington's Real Estate and Housing Department will continue on an aggressive planning, investment and action plan. As anticipated, the change in the City's administration resulted in changes to the Five-Year Consolidated Plan, as the new administration's housing and community development priorities differed from "housing-centric" focus of the previous administration. The new administration included youth and families programs and activities in its FY15 RFP, resulting in a reduction in funding to programs aimed primarily at homelessness prevention. Notwithstanding, the City plans to continue to work with the Wilmington Housing Partnership as the primary organization to lead the housing 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.

Underserved Needs

Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.

For almost a year, 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 community have been working on the development of a land bank. The goal is to create an entity that can develop the tools to address blight and vacancy in the City of Wilmington. This entity would be named the Wilmington Neighborhood Conservancy Land Bank Corporation.

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

Favorable discussions were held with Delaware Governor, Jack Markell, City of Wilmington - Mayor Dennis Williams, City Council President, Theopolis Gregory and Board members of the Wilmington Housing Partnership.

The actions items that have been completed are:

- Legal structure determined to be a 501(c) 3
- Board Structure has been determined
- State Legislation has been passed for creation of the land bank
- Legislation/Bill has been signed by the Governor
- Draft of City Legislation is complete with final reading of this legislation to be presented at the September City Council meeting.

The goal is to have the Land Bank operational by January 2016. Some funding required to operate the Land Bank has been secured, with continual efforts being made to target additional resources.

Geographic Distribution

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.

LEVERAGING ADDITIONAL FUNDS

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 proposed non-CDBG funded approaches to address the neighborhood impacts of poverty as part of its Five-Year Consolidated Plan and aggressively sought partnerships to leverage limited Federal dollars, which included exploring the use of incentives for developers of affordable homeownership projects. The Department of Real Estate and Housing also began looking at ways of increasing homeownership by way of a “homesteading” program that will provide homes in need of rehabilitation to families for a minimal amount. The assistance of funding for rehabilitation from private lending institutions will enable families to become homeowners, for less than the cost of being renters. This program is still in the development stage. The City’s partnership with the National Community Stabilization Trust (NCST) has resulted in the City receiving donations of several homes in need of moderate rehabilitation, as well as in some cases, financial assistance for stabilization and repairs. These homes which do not contain federal funding may be used to stimulate the development of market-rate homeownership opportunities in areas not normally attractive to higher income homebuyers.

The City continued to actively seek partnerships with developers, banks and private investors interested in bringing development dollars to the area.

Wilmington Housing Partnership/City of Wilmington

Fiscal year 2015, began the 1st year of the Wilmington Housing Partnership’s third 5-year Residential Improvement and Stabilization Effort (RISE) initiative. The primary focus will be on three RISE areas:

- Browntown/Hedgeville
- Eastside
- Westside

The goal is to strengthen these communities through elimination vacant and blighted properties, increasing market value and stimulating private investment.

The first RISE initiative was established by the Wilmington Housing Partnership (WHP) with a goal of stabilizing 6 “at-risk” areas of the City of Wilmington. In years past, RISE projects have included acquisition, demolition, rehabilitation, new construction, sidewalk improvements, streetscape projects, and City-sponsored residential facade programs.

Expanded RISE Areas

Southbridge	Browntown/Hedgeville
Eastside	West Center City
North East	Westside

The pass RISE initiatives have been very successful yielding over 353 affordable homeownership opportunities. As a result of the outcome of the firm’s previous RISE program, current market conditions and funding opportunities WHP has set the following goals:

- Create 110 affordable homeownership units
- Reduce blight
- Improve the City’s housing stock
- Raise property values

- Involve local non-profit and private developers
- Increase income diversity through limited market-rate housing development

Fiscal Year 2015 Accomplishments

BROWNTOWN

Defiance Project: The Wilmington Housing Partnership (WHP) purchased the Defiance Club located at 1007 Coleman Street, which was vacant and deteriorating for over 8 years. WHP plans to demolish the building and build 2 affordable townhomes for homeownership. The rehabilitation of this property will support WHP's adjacent revitalization activities in the Browntown section of Wilmington which include the following.

- 7 affordable units on the 1100 block of Coleman Street (Brownstones)
- 7 units sold for homeownership
- 33 market-rate units on 301 5th Avenue (Christina Overlook) Market-rate housing
- 22 units sold for homeownership

Construction of the two-unit Defiance townhomes project began in fiscal year 2015. It was determined that the site had low level contaminants and with a grant from DNREC the site was remediated. Construction of the two proposed townhomes immediately followed the site remediation and as of June 30th 2015 the construction phase was 65% completed. These two homes will be marketed to families between 80% -120% of median income.

Christiana Overlook: To further transform this neighborhood, WHP has partnered with a for-profit developer to create a market rate project located within the same neighborhood of two affordable projects (the Defiance Project and the Brownstones of Christiana Overlook). Christiana Overlook is a 33-unit townhome project with 22 units complete of which 20 units are sold. Seven units were constructed and 5 units sold during FY2015. The construction of the final 11 units of this project is scheduled for FY2016.

The Browntown neighborhood in the City of Wilmington (City) is demonstrating a trend of deterioration. A comparison of the 2000 and 2010 US Census Data, Census Tract 27, reveals the following statistics:

Topic	Census 2000	Census 2010
Vacant Housing	8%	12%
Homeowners	63%	50%
Rental Units	37%	50%

Contrary to these declining statistics, the Browntown community possesses many assets upon which future investment can thrive. The strengths of this neighborhood include; a strong historic identity as the center of the City's Polish community, proximity to the Riverfront, a diverse-built environment that offers housing choices to a wide range of incomes, two sizable parks and a

“walkable” community defined by a central corridor of commercial uses within the larger context of the neighborhood.

NORTHEAST

To support Wilmington Housing Partnership (WHP) efforts in the Northeast section of Wilmington, there are many exciting rehabilitation activities completed and underway. Greater Brandywine Village has completed Village Garden at 22nd and Lamotte Streets that was once an abandoned tavern. Also, 4, 6, 8 W 20th Street, and 42 and 49 E 22nd Street are scheduled to be completely rehabbed for homeownership. Habitat for Humanity is also working extensively in the Northeast neighborhood. Millers Row, located at 22nd and Lamotte Streets, has been completed replacing 10 boarded and vacant homes with a 7-unit housing development. Located at 97 Vandever Avenue, Habitat is constructing 21 two-story homes: Phase I, 5 units, and Phase II, 6 units are complete. In addition, Habitat completed a 7-unit homeownership project, Cooper’s Row, one block from the 500 block of Vandever Ave.

Vandever Ave Project: The Northeast section of the City of Wilmington (City), US Census Tract 6.02, has suffered significant decline in homeownership over the past fourteen years. The 2010 US Census Demographic Profile reports, a 20% decrease of homeownership units since the year 2000 along with a 50% increase in vacant properties. To counter the negative trends and prevent the destabilization of this neighborhood, the WHP, along with Habitat for Humanity and the Greater Brandywine Village, has targeted the Northeast section of the City with our current focus on the 500 block of Vandever Ave.

Building off WHP’s Zanthia’s Way project (a 13-unit completed homeownership development located in the 600 block of Vandever Ave), WHP purchased 515 Vandever Ave in FY2015. In addition, the City of Wilmington transferred 513 Vandever Ave to WHP. In an otherwise stable block, the two blighted homes not only decreased the value of adjacent homes, but sat as a catalyst for the erosion of the community. Seizing the opportunity to continue the momentum of transformation, WHP also purchased vacant lots located at 523 and 525 Vandever Ave and the adjacent vacant and dilapidated commercial property at 527-529 Vandever Ave.

Accomplishments

- WHP acquired and renovated 515 Vandever Ave during FY2015. Renovation was completed and sold to a family of two with income that meets 80% of MFI.
- Redevelopment of 513 Vandever Ave got underway and is expected to be completed in FY2016, with an additional goal of building workforce development through employment of minority contractors.
- Two lots at 523 and 525 Vandever Ave and a vacant, dilapidated commercial building at 527- 529 Vandever Ave. were acquired in FY2015. After demolition of 527-529 Vandever Ave., a 4-unit townhome development is planned. Construction drawings have been finalized with construction expected to commence in October of 2015.

- Current Vandever Ave efforts have created over 30 job opportunities, with an additional 175 jobs expected to be created with WHP's overall Vandever Ave focus.

East Side Revitalization Plan

The East Side of the City of Wilmington, Delaware (City), has suffered significant decline over the past several decades. Dating back to the 1600's, this community, rich in history, historic buildings, and historic districts, currently contains a significant number of vacant and blighted housing, a disproportionate number of renters compared to homeownership, a median household income considerably less than the City average, and lack of private investment due to the deterioration of the neighborhood. In November 2013, WHP, in conjunction with the City and JP Morgan Chase, finalized a 5 to 10 year comprehensive study by KSK Planning Architects of Philadelphia, PA. This study analyzed problematic existing conditions on the East Side with a focus on bettering this community primarily through affordable housing. To prevent further decline and uphold an important component of Wilmington's history, the Wilmington Housing Partnership, East Side Blueprint Community, Habitat for Humanity, Woodlawn Trustees, Interfaith Community Housing, Inter Neighborhood Foundation, JP Morgan Chase, Capital One, Barclay Bank, Bank of America, Stepping Stones, Central Baptist CDC, Wilmington Housing Authority, DCRAC, and the City of Wilmington joined together to form East Side Rising with an holistic approach to revitalizing this neighborhood.

The East Side community contains approximately 2,000 housing units on roughly 1,400 residential parcels. Approximately 17% of these units are vacant compared to the City average of 12%. These housing units are too small to function as sufficient homes for modern families with children. The homes are less than 1,000 square feet, have only two bedrooms, small backyards, and no off-street parking. A disproportionate number of rentals compared to homeownership units dwell in this community with statistics showing an increasing trend in rental units. The US Census reports that in the year 2000, 61.9% of homes on the East Side are renter occupied and in 2010, 62.6% are renter occupied housing. Because of the low percentage of owner occupied units, renters take less pride in their home and community and contribute significantly to its demise. The East Side also has a higher number of households earning fewer than 30% of median income as defined by the 2014 HUD Income guidelines. The US Census Bureau also reports that 47.2% of these households earn less than \$15,000 as compared to the City of Wilmington household average of 22.2% earning less than \$15,000.

An immediate intervention on the East Side is vital to counter the negative trends. Building off WHP's past East Side reinvestment (112 homeownership units), Phase I of the housing component driven by WHP focuses on the 8-10th blocks of Bennett Street and Kirkwood Street with a goal of obtaining 120 units within 2-5 years, creating at least 50 new homeownership opportunities, reducing blight and vacancy, and stimulating private investment and economic development. Please note: the housing strategy is to demolish undersized homes and combine adjacent parcels to construct a larger, functional, modern home for present-day families while reducing density in this neighborhood.

In fiscal year 2015 WHP has acquired 42 properties bring their total to over 97 East Side properties in inventory, 14 units in the 800 block of Bennett Street were demolished and will yield 7 new townhome units. Construction drawings for the project are complete with construction to commence in late October 2015. These new units will be marketed to families meeting up to 120% of median income.

Over the last 20 years, The Wilmington Housing Partnership has been the leader in rehabilitation on the East Side. WHP’s developments are as follows:

WHP DEVELOPMENT	UNITS
CURLETT PLACE	9
MCCAULLEY COURT	55
KIRKWOOD MANOR I	14
KIRKWOOD MANOR II	19
HOPE LANDING	15
TOTAL	112

FY2015 Leveraged Funding

Project Name	Project Type	Units (if appl.)	Funding Source	City Federal Fund Amt.	City Leveraged Funding Amt.	Total Project Cost
Zanthia Way	Homeownership	3	City Strategic Funds		\$150,000	\$495,000
Defiance Club	Homeownership	2	NSP	\$150,000		\$395,000
800 Spruce Street	Homeownership	1	HOME	\$140,000	\$28,515	\$168,515
718 Spruce Street	Homeownership	1	HOME	\$150,000	\$16,580	\$177,520
515 Vandever Ave	Homeownership	1	HOME	\$152,000		\$198,250
513 Vandever Aver	Homeownership	1	NSP	\$165,000	\$15,580	\$180,580
Walt’s Townhomes	Homeownership	4	NSP	\$380,000		\$645,000

The City of Wilmington approved certification requests during the FY2015 that were made in support of applications for Federal and State funding. The City determined that it did not hinder implementation of the plan by action or willful inaction. Through the administration of CDBG, HOME, ESG and HOPWA funds, the City was able to leverage additional funds to address the needs identified in the Consolidated Plan. The City is fortunate to have private and other public sector partnerships to join with us in these efforts. The following Certifications of Consistency with the Consolidated Plan were approved in FY2015:

- Homeless Planning Council of Delaware, FY2013 HUD Continuum of Care,
- *DE-500 Continuum of Care*
- Ministry of Caring, Inc, *Village of St. John*

FIVE YEAR HOUSING GOALS

Wilmington accomplishes its housing goals through rehabilitation loans, disposition of vacant properties for redevelopment, construction subsidies, acquisitions and the nurturing of public/private partnerships. The City also supports homelessness prevention, rapid re-housing, fair housing and other housing-related public service programs that assist persons with HIV/AIDS. The City of Wilmington has successfully provided affordable housing to renters and homeowners through a variety of programs and activities that address housing needs at various income levels, including emergency situations.

Actions taken during the last year to foster and maintain affordable housing:

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 risk for participating developers and it 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 appeal to a more diverse group of buyers.

The City's Integrated Planning Process Team, which includes members of Real Estate and Housing, Planning and Urban Design, Licenses and Inspections, Public Works, Parks and Recreations, Economic Development, Finance and the Mayor's Office, met regularly to examine, review and investigate opportunities for the City to address, among other issues, our aging housing stock, future development, and issues related to Affirmatively Furthering Fair Housing.

Efforts to address "worst-case" housing needs and housing needs of persons with disabilities:

Much of the City's CDBG Public Services allocation was targeted towards eligible emergency and transitional shelters. However, following the federal trend, the City saw a growing need to support programs providing homelessness prevention and rapid rehousing services.

The City recognizes the need for an increased percentage of units being developed to serve persons with disabilities, which is a deficit that was formally identified in the City's current Analysis of Impediments to Fair Housing. The City began work on establishing policies regarding the growing need for housing that allows for aging in place and includes Universal Design in new construction projects submitted for funding consideration.

The following tables show proposed and actual accomplishments in achieving the City's affordable housing objectives:

HOUSING GOALS AND ACCOMPLISHMENTS

July 1, 2010 to June 30, 2015

Year	Annual Goal	Annual Completions	Difference±
Year 1: FY2011	1,909	2,545	636
Year 2: FY2012	1,905	2,131	212
Year 3: FY2013	2,249	1,847	-402
Year 4: FY2014	2,425	2,611	186
Year 5: FY2015	5,729	7,013	1,284
Five Year Con Plan	14,217	16,147	1,916

July 1, 2013 to June 30, 2014 Completions*

Completions	Goal Units	Completed Units	Difference +/-	Income Levels			
				<30%	30 - 50%	50 - 80%	80 - 120%
Home Repair Loan Program (CDBG)	35	38	3	17	12	9	0
Production of new Rental Units (HOME)	22	33	11	0	0	33	0
Acquisition for Homeownership (NSP)	4	10	6	0	4	4	2
HOME Homeownership REHAB UNITS	0	2	2	0	0	2	0
Rental Housing (NSP)	0	0	0	0	0	0	0
Redevelopment for Homeownership (NSP)	9	8	-1	0	3	5	0
Demolitions (NSP)	2	0	-2	0	0	0	0
Demolitions (CDBG)	0	2	2	0	0	0	0
City Housing Strategic Funds	0	0	0	0	0	0	0
Tax Credit Projects (HOME Rental)	0	0	0	0	0	0	0
New Construction Home Ownership (City of Wilmington Housing Strategic Funds)	0	0	0	0	0	0	0
Housing Rehabilitation (State HRLP)	0	1	1	1	0	0	0
DeLead Grant Lead Abatements, Risk Assessments and Clearances**	175	103	-72	0	103	0	0
Façade – Residential	10	14	4	6	6	2	0
Homelessness Prevention and Special Needs Housing	5,472	6,802	1,330	6,045	750	7	0
TOTALS	5,729	7,013	1,284	6,069	878	62	2

*

CONTINUUM OF CARE

The City of Wilmington plays an integral role in ensuring that homeless assistance programs continue to serve those with the most need in the City of Wilmington with the limited resources that are available. 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 well as the active role that the City plays in the Continuum of Care planning process as facilitated by the Homeless Planning Council of Delaware and the work of the Delaware Interagency Council on Homelessness.

In FY2015, the City received just over \$1.1 million for prevention, emergency shelter, transitional housing, rapid re-housing, and permanent supportive housing programs through CDBG, ESG, HOPWA funding. Although the City is just one funder of these programs, the funding provided by the City ensured that over 2,454 persons received housing services during the year.

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 received nearly \$6.7 million from HUD in the Continuum of Care funding competition. Funds were awarded to 7 agencies and 26 programs to assist the homeless population. Delaware's HMIS system has been expanded since its inception in 2001 from a pilot group of 6 agencies to 32 agencies and 131 users in 2015. From January 1, 2014 to December 31, 2014 data was entered into HMIS for a total of 2,278 unduplicated people experiencing homelessness in Delaware.

Overview of Planning Activities

The City of Wilmington is an active and voting member of Delaware's Interagency Council on Homelessness and the Delaware Continuum of Care. The DICH created Delaware's 10 Year Plan to End Chronic Homelessness and Reduce Long-Term Homelessness in 2007. This plan is Delaware's only homelessness plan that addresses the needs of the chronically homeless and those who are at-risk for chronic homelessness. The City has been an active member of the DICH since its inception in 2005 and continues to work with other DICH members to address the needs identified in the 10-Year Plan as well as to analyze the needs of the rest of Delaware's homeless population. A City staff member serves as a voting member of the DICH.

In 2014 the DICH published a new and comprehensive plan to prevent and end homelessness in Delaware. The plan adopts the federal goals outlined in "Opening Doors: The Federal Strategic Plan to Prevent and End Homelessness."

This year the Delaware Continuum of Care engaged in an assertive outreach and engagement effort, and developed a new CoC governing body in order to more fully realize the intent of the

HEART Act's CoC governance rules. A staff member at the City of Wilmington was very engaged in the process by sitting on the CoC Governance Committee, and helping to develop the new CoC Governance charter.

During FY2015, 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.

Services were provided by the Ministry of Caring, Salvation Army (emergency shelter and Code Purple, which provides shelter and food to the city's chronic homeless during extreme weather conditions), Neighborhood House, Catholic Charities, Connections CSP, DCRAC, The Central YMCA, Lutheran Community Services, YWCA, and West End Neighborhood House. Most special populations received and are receiving services and assistance through these agencies.

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 staff person of the City of Wilmington worked closely with the CoC Collaborative Applicant during the FY2015 CoC funding competition by sitting on the CoC Project Evaluation committee alongside other community members and local funders of homeless services and housing.

State Housing Committees

The City of Wilmington serves on various housing committees throughout the State of DE all of whom have missions to support the housing initiatives set forth in the State's legislature. The Governor established a Commission on Community Based Alternatives for Individuals with Disabilities. This working group works diligently to ensure that people in the State of Delaware with disabilities have an opportunity to live in safe, affordable housing that is accessible and integrated in the community with appropriate services. They have completed a "Universal Design" model to be passed by legislation to ensure that all new construction homes can be built, according to this blueprint and the request of a disabled buyer, to ensure adequate accessibility accommodations have been made. We also participate in the State Fair Housing Task Force.

The City also participates in the Extremely Low Income working group whose primary objective is to compile needs and resources inventory information so that each jurisdiction within the state of DE has a working knowledge of the housing stock available to those persons who are at or below 30% of the Area Median Income.

Housing Opportunities for Persons with AIDS (HOPWA)

The City of Wilmington's goal is to appropriate funds in an equitable manner while maintaining an existing service level. The City's \$630,360.00 HOPWA award is administered by the City of Wilmington's Department of Real Estate and Housing for the Eligible Metropolitan Statistical Areas (MSA) that includes the City of Wilmington, the remainder of New Castle County, and Cecil County, Maryland. Issues identified by HOPWA recipients are: a scarcity of affordable

housing; poverty; substance abuse; the need for more program dollars; and dental care. They also mentioned most programs have long waiting lists and are often not accepting applications, being ineligible for other housing programs due to criminal histories, bad credit, and poor rental histories. (Following are individual narratives outlining the accomplishments of each HOPWA Subrecipient. (See the attached FFY2014 (FY2015) HOPWA CAPER for a detailed breakdown of individual Sponsor agency accomplishments and aggregate HOPWA Outcomes for the MSA.)

Delaware HIV Consortium:

Delaware HIV Consortium receiving a total of \$490,706 in FY2015 which provided rental assistance for 76 households, consisting of 76 persons living with HIV/AIDS and 47 other persons for a total of 123 persons assisted. This output is less than the FY2015 HOPWA contract goal of 80 households due to the low transition rate off of the TBRA program to other affordable housing programs in the area.

Catholic Charities:

HIV Services of Catholic Charities received \$19,000 in HOPWA funds, which they utilized to address special needs of persons living with HIV/AIDS who were not homeless but needed supportive services such as case consultation and coordination of services with case managers, rental, utility or medical co-pay assistance, budget counseling, clothing, personal hygiene and household items, transportation and eyeglasses.

Additionally, Catholic Charities' *HIV Services* is located in zip code 19805 and serves the adjacent communities in zip codes 19801 and 19802. Cumulatively these zip codes constitute approximately 41% of all HIV/AIDS cases in the State. HIV Services provided rental and utility assistance to 36 unduplicated City household, consisting of 18 persons living with HIV/AIDS and 18 other persons for a total of 36 persons assisted.

The Ministry of Caring:

Ministry of Caring received a \$39,000 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, 2015, the Ministry of Caring used HOPWA funding to support 13 units of housing in a permanent residence with supportive services. A total of 13 individuals were assisted with HOPWA funds during the operating year.

Cecil County Health Department:

Cecil County Health Department received \$33,707 in HOPWA funding for FY 2015. All program goals were accomplished during FY2015 and were utilized throughout Cecil County to supply TBRA payments for rental assistance, as well as STRMU payments to prevent homelessness.

Connections:

Connections CSP, Inc. received \$29,000 in HOPWA funds for the reporting period. Connections currently operate two site-based permanent supportive housing programs for homeless adults with HIV in the City of Wilmington. The programs provided rental subsidies to a total of 5 household with extremely low incomes who lack alternative means of obtaining affordable housing.

Emergency Solutions Grant (ESG)

The Salvation Army operates a shelter service which provided homeless families and single women with a bed and access to facility services, including meals. This activity received \$33,707 and served 451 persons.

Ministry of Caring received \$15,000 ESG funds for emergency shelters and served 298 unduplicated individuals. Ministry of Caring operated two shelters with ESG funds Hope House II and III. Hope House II and III an emergency shelter for homeless women and children under 19 of age for 30 to 45 days received \$15,000 and served 193 minors under the age of 19.

Homeless Planning Council of Delaware received \$40,000 for operational expenses related to Delaware Homeless Management Information System (DE-HMIS), Point-In-Time Study, policy work with the Delaware Interagency Council on Homelessness and Centralized Intake.

Connections CSP, Inc. received \$25,405.00 in Rapid Re-Housing funds to provide individuals and families with case management, housing search and placements, and transportation. This includes rental assistance, utility deposit and assistance, and security deposit assistance. This activity served 49 individuals.

YWCA Delaware received \$25,400 in Rapid Re-Housing funds to provide individuals and families with case management, housing search and placements, and transportation. This includes rental assistance, utility deposit and assistance, and security deposit assistance. This activity served 25 individuals.

Family Promise received \$15,000 in Rapid Re-Housing funds to provide individuals and families with case management, housing search and placements, and transportation. This includes rental assistance, utility deposit and assistance, and security deposit assistance. This activity served 33 individuals.

**FY 2014 HOMELESSNESS PREVENTION, TRANSITIONAL AND FORECLOSURE
PREVENTION HOUSING ACCOMPLISHMENTS**

July 1, 2014 to June 30, 2015

Fund	Homeless Service Provider	Award	Expenditures*	Persons*
CDBG	Catholic Charities	16,696.00	16,696.00	15
CDBG	Catholic Charities - Bayard House	11,000.00	11,000.00	39
CDBG	Delaware Center for Justice	14,000.00	13,726.96	17
CDBG	Lutheran Community Services	26,000.00	26,000.00	102
CDBG	Ministry of Caring - Hope House I	11,000.00	11,000.00	33
CDBG	STEHM, Inc.	4,500.00	4,500.00	11
CDBG	The Salvation Army - Code Purple	10,000.00	10,000.00	458
CDBG	West End Neighborhood House - Life Line	18,000.00	18,000.00	6
CDBG	YMCA of Delaware - Male Residence SHP	12,000.00	12,000.00	21
CDBG	YWCA Delaware – Homelife Management Center	39,500.00	39,500.00	166
ESG	Connections Community Support Program	25,405.00	25,405.00	18
ESG	Family Promise - Day Center & Graduate Pathways	10,000.00	10,000.00	84
ESG	Family Promise - Rapid Re-Housing	15,000.00	13,101.00	45
ESG	Homeless Planning Council of DE - Centralized Intake	25,000.00	14,071.00	4699
ESG	Ministry of Caring - Hope House II & III	15,000.00	15,000.00	28
ESG	The Salvation Army	33,707.00	33,707.00	269
ESG	YWCA Delaware - Rapid Re-Housing	25,400.00	25,400.00	24
HOPWA	Catholic Charities	19,000.00	19,000.00	18
HOPWA	Cecil County Maryland	33,743.00	26,992.47	11
HOPWA	Connections Community Support Program	29,000.00	27,428.82	2
HOPWA	Delaware HIV Services, Inc.	490,706.00	490,706.00	123
HOPWA	Ministry of Caring - House of Joseph II	39,000.00	39,000.00	14
	TOTAL	\$923,657.00	\$902,234.25	6,203

ANTI-POVERTY STRATEGY

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 2015. 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 also began 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.

MONITORING

The City's comprehensive monitoring system consists of a written monitoring handbook and file and monitoring checklists for each project type administered by City staff, who work administratively with each Federal program. During FY2015, 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 FY15, 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.

PUBLIC HOUSING

A Memorandum of Agreement remained in effect between the City of Wilmington and the Wilmington Housing Authority (WHA) during FY2015 with the two parties 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.

**Wilmington Housing Authority
FY2015 Activity and Accomplishment Summary
Year End 3/31/2015**

FY 2015 developed to be year of transition WHA, with major programs like the 2010 HUD American Recovery and Revitalization Act (ARRA) grants ending and focus shifting to greater utilization of the “bread and butter” funding programs of Public Housing and Housing Choice Voucher management. Fully implementing streamlining and cost cutting measures identified and implemented in FY13 and FY14 lead to increased resources being made available to support the mission of providing “safe, decent and sanitary housing” to low income residents of the City.

HUD Public Housing Assessment (PHAS) Scores

PHAS scores for FY14 and were released during the period. WHA scored an aggregate 78% for the period, up from 76% in FY13. The 78% score results in a “standard” designation for the period. All rating factors received a passing score.

Property Management (Public Housing)

WHA managed 1530 public housing units at year end FY15 with 1396 available for occupancy, 39 vacant awaiting lease-up, 42 vacant undergoing modernization, 4 approved for “non dwelling” use and 4 approved for disposition. 86 units were demolished during the period.

In FY15, 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 (91 units were demolished during the period)
- 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 -137 family units
- AMP 11: Mid City - 330 units mixed population (Herlihy, Compton and 201 Poplar Street)
- AMP 15: Scattered Sites South - 146 family units
- AMP 24: New Village of Eastlake - 70 family units (plus 90 homeownership units)
- AMP 26: Heald Street – 15 family units (all included in Section 32 homeownership program)
- AMP 27: New Lincoln Towers - 65 senior units plus 22 project based voucher units

Wilmington Housing Authority 2015 Activity and Accomplishment Summary Year End 3/31/2015

WHA also managed 218 units of tax credit developed housing at The Parkview (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 90 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, Parkview credits were not used until 2000 and therefore do not expire until October 2015. WHA will determine best use of property after expiration of tax credit compliance period based on market conditions.

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.

New 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, was fully occupied in calendar year 2015 and presently has a waiting list of over 250 applicants.

Wilmington Housing Authority 2015 Activity and Accomplishment Summary Year End 3/31/2015

Finances

FY15 will produce 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 remains open and is being addressed. 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.

Maintenance

Work order backlog for FY15 dropped to just over 1% with over 9,300 work orders processed during the year, over 1,500 of which were emergencies that were closed within 24 hours. In the

current REAC site inspections, WHA received a score of 82.0% (33 of 40) for Physical Conditions and Maintenance. HUD REAC inspections for the year again identified minor health and safety violations at various developments and several scattered site units were cited for missing CO2 detectors. Elevator upgrades were completed at Crestview Apartments and Compton Towers and bids were taken for complete elevator replacement at Baynard and contract will be awarded later in summer.

Capital Improvements

WHA received FY15 capital funding of approximately of \$2.9 million during the period to fund approved capital program items. FY15 funds received under the “Replacement Housing Factor” category (approximately \$703,000) must be held for debt service payments on the Lincoln Towers project. No additional withholdings are required for the Lincoln project.

WHA “self implemented” PHASE II Energy Performance Contract (EPC) finance and install energy related capital improvements agency wide. The New EPC provided funds to complete all remaining 58 units at Southbridge and at least 12 scattered site unit units.

Baynard Apartments: building received emergency replacement of electrical switch gear after a power failure occurred in October. New equipment installed in April.

Northeast: demolition of 91 long term vacant units was completed. Planning efforts to include site in a HUD “Choice Neighborhoods” effort continue.

Southbridge: 58 long term vacant units were contracted for renovation under the PHASE II EPC contract. 20 units were re-occupied by end of fiscal year end (3/31/2015).

Scattered Sites: a public housing unit at 827 Van Buren was renovated and sold under the Section 32 homeownership program.

Compton Towers: building had a small fire that resulted in a \$1.2 million loss due to water damage caused by sprinklers. Nearly 100 units were damaged and all residents on floors 9 – 1 had to be relocated to hotels over a 12 week period. All repairs were made and loss was covered almost totally by insurance.

Rental Assistance Demonstration (RAD): WHA received HUD approval to convert portions of several developments to project based assistance under the HUD RAD program. 57 long-term vacant scattered sites are included in the approval and an RFP to provide subsidy to developers who acquire and renovate them was issued. Delaware Valley Development and Central Baptist Church CDC responded to the RFP.

Housing Choice Voucher Program (Section 8)

WHA was authorized for 1726 vouchers during the period with a budget authority of \$13.6 million. Voucher utilization was 1472 allocated at a projected cost of \$12.9 of budget authority or 95%. HUD voucher “set-aside” funds of \$900,000, authorized in FY13 were “recaptured” in

FY15 but are included in program reserves. Our SEMAP (Section 8 Management Assessment Program) score increased 98% (high performer) in FY15.

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 146 vouchers authorized with 101 under contract.

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

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 partnered with Central Baptist CDC to bring its “Urban Acres” farmers market to 3 WHA locations - Parkview Apartments, Crestview Apartments and WHA Central Office to service Herlihy and Compton Apartments. Urban Acres provided fresh produce weekly at the noted sites and also delivered to other nearby WHA locations like Baynard Apartments.

Wilmington Housing Authority 2015 Activity and Accomplishment Summary Year End 3/31/2015

As of March 31, 2015, five (5) families have purchased homes under the Section 32 program, one sale was pending and one “offer to purchase” was in process of being executed. WHA began enforcing the requirement to purchase provisions of all Section 32 residents and several units currently occupied by residents who are not participating in home-ownership program were offered for purchase to other qualified applicants who are participating.

WHA continued to operate its “One Stop Shop” for resident services on the ground floor of the Crestview site in FY15. More than 15 service providers utilize the space including the Workforce Investment Board, SNAP Program and a variety of non-profit organizations.

Security

Security “Command Center” was established at Kennedy, Crestview and Evans continues to operate. International Security continues to provide security guard services at WHA properties. HUD has severely restricted the use of funds that can be spent on guards beginning in FY15. A full time Security Coordinator was hired to better manage the after hour responses to WHA emergencies that occur after normal work hours.

WHA was again unsuccessful in its application for the \$250,000 HUD Safety and Security grant.

WHA Board of Commissioners

Commissioner Faye Barnes was appointed by Mayor Williams to fill the Board vacancy created by the resignation of Ms. Sharon Briscoe. All Board seats were filled as of March 31, 2015.

FAIR HOUSING

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.

While updated Federal Fair Housing regulations still were not yet available until the end of FY15, the City of Wilmington reaffirmed its commitment to affirmatively furthering fair housing choice for all its citizens. During FY2015, the City of Wilmington undertook or accomplished the following:

- In FY15 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 FY14 A full LEP four-factor analysis was conducted and it was determined that the percent of Hispanic City residents who speak English "less than very well" warranted a review of documents both paper and electronic, that must be made available in Spanish as well as English. As a result, in FY15 the City made progress towards translating the City's website into Spanish with the click of a button. While on-call staff members continue to serve Spanish-speaking constituents, the City recognizes the need for full language services. In addition to the website, resources for the deaf and those needing emergency medical translation have been compiled for residents to access.
- 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 FY15, the City of Wilmington awarded CDBG funding to four non-profit home buyer education, housing counseling and foreclosure prevention agencies.
- During FY15 the City of Wilmington held two separate fair housing trainings for city/county employees and subgrantees who administer direct services and has already scheduled trainings for FY16. In addition, staff attended several fair housing trainings put

on by other organizations, including an all-day training on the voluntary compliance agreement in Sussex County, DE and HUD's new rule on AFFH.

- 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 2015 and will include the City's statement of responsibility to affirmatively further fair housing.
- 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. The City is currently amending the City Code to reflect this change.
- In FY15 the City hired consultants Mullen & Lonergan Associates to perform an analysis of HMDA data.

With 20 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. For this reason, the following map showing FY2000 versus FY2010 census tract boundaries in the City of Wilmington was developed to highlight areas of high minority concentration. It will also serve as a guide for future development decisions.

City of Wilmington Fair Housing AI

Goals	Strategies to Meet Goals	Responsible Entities	Benchmark	Year to be Completed	Proposed Investment	Date Completed
Impediment #1: The City's increasingly diverse minority population may require language accommodations to ensure that all residents can access programs and services.						
Increase access to City programs for persons with limited English proficiency (LEP)	A. Conduct four-factor analysis of need for a language access plan in accordance with HUD's LEP guidance.	A. City of Wilmington	A four-factor analysis was conducted in June 2014. On file.	A. 2014-2015	A. TBD	A. June 2014
	B. Provide other language services (i.e. translators, interpreters, etc.) on an as needed basis.	B. City of Wilmington	The city is currently working to make the City website available in Spanish as well as English. In addition, a list of services for the deaf and those needing emergency medical translation has also been made available.	B. Ongoing	B. TBD	B. Ongoing
Impediment #2: Minority households have greater difficulty becoming home owners in the State because of lower incomes.						
Provide home ownership opportunities to minority households throughout the State through increased employment opportunities, home ownership counseling, and homebuyer education	A. Enforce the City's Section 3 policy to ensure that employment opportunities generated by HUD assistance are directed towards public housing residents and LMI residents.	A. City of Wilmington, WHA	The City of Wilmington has a Section 3 Coordinator who oversees, enforces and reports on all Section 3 activities.	A. Ongoing	A. TBD	A. Ongoing
	B. Strengthen partnerships with local lenders that will offer homebuyer education and other incentives to purchase a home in the City.	B. City of Wilmington	The City maintains strong partnerships with top banks and their officials, who share the City's mission to provide homeownership opportunities to qualified low and moderate income families.	B. 2012-2013	B. TBD	B. Ongoing
	C. Identify effective ways to increase home ownership among minorities, residents of LMI census tracts, and LMI residents.	C. City, area nonprofits, local lenders, and counseling agencies	The City works closely with nonprofit and for-profit housing partners and lending institutions to provide homeownership opportunities - particularly in the revitalization of the East Side.	C. 2012-2013	C. TBD	C. Ongoing

	D. Map the location (impacted areas vs. non-impacted areas) of all new HOME assisted housing projects as part of the Consolidated Planning process.	D. City of Wilmington	The City of Wilmington creates GIS maps of federally-assisted housing projects annually.	D. Ongoing, annually	D. TBD	D. Ongoing
Impediment #3: The City's existing supply of housing that is affordable to households up to 80% of median housing income is not meeting demand.						
Increase the accessibility of affordable housing in the City to owner occupant and renter households making 80% or less of the median household income	A. Encourage and assist Section 8 voucher holders in making affirmative moves to non-impacted neighborhoods both in the City and in areas outside of the City.	A. City of Wilmington, WHA, NCCHA	WHA has updated its orientation and its voucher packet to include information pertaining to census tracts for non-impacted neighborhoods. Currently, there are only two census tracts that are considered non-impacted, and previous efforts to construct affordable housing in those areas has been unfruitful due to local resistance. However, the City and WHA will continue to work with the neighborhood associations and community partners to affirmatively further fair housing in those areas.	A. Ongoing	A. TBD	A. Ongoing
	B. Replace demolished public housing units with new units in locations that expand fair housing choice.	B. WHA	Since 2011 WHA has demolished 122 units of public housing at Lincoln Towers (120) and scattered site locations (2). Another 88 units of public housing will be demolished at the Riverside complex in 2014. During that same period WHA created 88 new affordable units at the Lincoln Towers site and also increased its voucher program by nearly 73 units including 60 additional VASH vouchers for Veterans.	B. Ongoing	B. TBD	B. ongoing

	C. Collaborate with affordable housing stakeholders in Delaware to expand the supply of affordable rental housing in non-impacted areas both in the City and in areas outside of the City.	C. City of Wilmington, WHA	Currently, there are only two census tracts that are considered non-impacted, and previous efforts to construct affordable housing in those areas has been unfruitful due to local resident resistance. However, the City and WHA will continue to work with the neighborhood associations and community partners to affirmatively further fair housing in those areas.	C. Ongoing	C. TBD	C. Ongoing
	D. Continue to revitalize transitional neighborhoods in the City.	D. City of Wilmington, area housing developers, and neighborhood organizations	The Wilmington Housing Partnership as well as other non-profits have supported major efforts in the Eastside and surrounding communities and continue to seek opportunities to enhance and develop transitional neighborhoods throughout the City. The Eastside Plan calls for roughly 75 new/rehabbed units over 5 years.	D. Ongoing	D. TBD	D. Ongoing
Impediment #4: The City's supply of affordable and accessible housing units is inadequate to meet demand.						
Increase the supply of accessible, affordable housing in the City	A. Collaborate with people with disabilities and disability advocacy organizations to determine if the 5% and 2% standards are sufficient to meet the needs of residents and prospective residents with disabilities.	A. WHA	WHA has not experienced a situation where we were unable to accommodate residents and/or prospective residents with disabilities. WHA has a long standing relationship with Community Legal Aid Disability Law Program.	A. 2015-2016	A. TBD	A. Ongoing
	B. Complete a Section 504 Self-Evaluation, Needs Assessment, and Transition Plan. Special interest groups should be invited to participate in the Section 504 planning process.	B. WHA	WHA will update its needs assessment. There has never been a case where WHA was unable to accommodate the need of a family via the 5% - 2% standards or reasonable accommodations.	B. 2015-2015	B. TBD	B. Ongoing

C. Increase FMR standards for landlords that accommodate voucher holders with disabilities.	C. WHA	HUD-published Fair Market Rent regulations allow HA's to exceed the FMR by 10% without HUD approval. WHA uses the flexibility to address this issue on a case-by-case basis.	C. Annually	C. TBD	C. Ongoing
D. Apply the minimum set-aside for accessible units and require accessible units in all housing projects	D. WHA	WHA is compliant with HUD's requirement for 5% physical accommodations and 2% for hearing impaired and the blind. In addition, WHA provides adaptable units in all of its developments and makes reasonable accommodations. All new WHA development projects include fully handicapped accessible units.	D. Completed & Ongoing	D. TBD	D. Ongoing
E. Collaborate with advocacy groups to assist persons with disabilities threatened with eviction.	E. WHA	Community Legal Aid's Disability Law Program is a major advocate for persons with disabilities within the City of Wilmington. WHA has a long standing relationship with them to ensure the needs of residents and prospective residents are met.	E. Ongoing	E. TBD	E. Ongoing
F. Conduct a statewide study to determine the supply/demand characteristics of housing for persons with mobility and sensory impairments.	F. City of Wilmington	F. The state's affordable housing and disability communities collaborated to conduct a study on housing needs for people with disabilities. The study, <i>Community and Choice: Housing Needs for People with Disabilities in Delaware</i> , was completed in April 2012.	F. 2012	F. TBD	F. April 2012

	G. Market and provide information and outreach regarding DSHA's Online Affordable and Accessible Housing Locator to area service providers and disability advocates.	G. City of Wilmington	G. In September 2012 an Advisory Group of State, County, and local governments, advocacy organizations, and non-profits launched DelawareHousingSearch.org - a free housing locator service that will provide real-time, detailed information about rental housing and affordable homes for sale across Delaware. The service currently has over 18,000 units in inventory and sees approximately 1,000 visitors a week. Annually, the advocacy group meets to assess the program and explore additional marketing strategies.	G. Ongoing	G. \$5,000 annually	G. Ongoing
	H. Encourage landlords that are registered through the City's Rental Property Licensing Program to attend fair housing training. Work collaboratively with other jurisdictions to facilitate, coordinate, and market fair housing trainings.	H. City of Wilmington	The department of Licensing and Inspection will distribute fair housing materials to its landlords upon site visits and will communicate future fair housing trainings to the Landlord Association encouraging their members to attend. The City is partnering with the State Board of Human relations to re-schedule fair housing training and will communicate the details to all departments. In January a fair housing training will take place with landlords on the Eastside.	H. Ongoing	H. TBD	H. Ongoing
Impediment #5: The City's process for allocating and reporting CDBG and HOME funds could be improved from a fair housing perspective.						
Ensure City policies affirmatively further fair housing and meet all	A. In the CAPER, map the addresses of all new affordable housing initiatives (i.e. impacted areas vs. non-impacted areas) financed with HOME funds	City of Wilmington	The City has begun the practice of mapping new affordable housing initiatives in the CAPER, as noted in the AI.	A. Annually	A. TBD	A.

applicable HUD requirements	B. Amend the City's affirmative marketing plan to include a policy pertaining to corrective actions.	City of Wilmington	The marketing plan was completed in August 2012.	B. 2012	B. TBD	B. Aug 2012
	C. Prepare and adopt a written policy that encompasses the site and neighborhood standards requirements at 24 CFR 983.6.	City of Wilmington	The City is working to incorporate the standards set forth in 24 CFR 983.6 into its existing project review process.	C. 2015-2016	C. TBD	C. Ongoing
	D. Give first consideration to the use of federal and state funds for new family rental and for-sale housing developments in non-impacted areas .	City of Wilmington	Currently, there are only two census tracts that are considered non-impacted, and previous efforts to construct affordable housing in those areas has been unfruitful due to local resident resistance. However, the City and WHA will continue to work with the neighborhood associations and community partners to affirmatively further fair housing in those areas.	D. Ongoing	D. TBD	D. Ongoing

Impediment #6: Policy documents utilized by the Wilmington Housing Authority could be improved from a fair housing perspective.

Amend WHA policy documents to be in compliance with all applicable federal laws and authorities	A. Amend the ACOP and Section 8 Admin Plan to provide detailed policies for providing access to persons with LEP.	A. WHA	WHA's Annual Plan includes a Board approved policy for both its ACOP and Section 8 Admin Plan that addresses access to persons with LEPs. Last update was 4/1/2012.	A. Completed 4/1/2012	A. TBD	A. 4/1/2012
	B. Amend the ACOP to provide applicants with the opportunity to refuse three units before being moved to the bottom of the waiting list.	B. WHA	WHA moved from a 3-offer policy in 2004 because it created a serious delay to the wait time of every applicant on the waiting list by tying up 3 units until a choice is made. It also interfered with HUD imposed unit turnaround time. WHA currently has a 97% occupancy rate for units approved for occupancy and over 3500 applicants on the public housing waiting list. Units left vacant are also susceptible to vandalism.	B. 2015-2016	B. TBD	B. Ongoing

	C. Amend the ACOP to provide detailed policies on the process for filing a grievance.	C. WHA	Specific details on filing a grievance is included in the current Board approved ACOP.	C. 2015-2016	C. TBD	C. Ongoing
	D. Increase the Section 8 HCV payment standard on a case-by-case basis to encourage landlords to provide reasonable accommodations for disabled tenants.	D. WHA	HUD published Fair Market Rent regulations allow HA's to exceed the FMR by 10% without HUD approval. WHA uses the flexibility to address this issue on a case-by-case basis.	D. 2015-2016	D. TBD	D. Ongoing
	E. Conduct the four-factor analysis of need for a language access plan in accordance with HUD's LEP guidance.	E. WHA	The City of Wilmington conducted a 4-factor analysis in June 2014.	E. 2014	E. TBD	E. June 2014
	F. Replace as many of the demolished public housing units as possible. Relocate displaced residents.	F. WHA	See #2B. It is a HUD requirement and an on-going WHA practice that all tenants in possession at the time of demo approval are relocated in accordance with HUD regulations and/or the Uniform Relocation Act. A relocation plan, where applicable, is submitted with each demo request to HUD.	F. Ongoing	F. TBD	F. Ongoing
	G. Track the locations and contact information of public housing residents that have been displaced as a result of demolition activities.	G. WHA	WHA is required to house and track the new housing locations of residents displaced by a demolition action. It is subject to the Uniform Relocation Act as part of a Relocation Plan that must be HUD-approved.	G. Ongoing	G. TBD	G. Ongoing
Impediment #7: The City's 2009 Comprehensive Development Plan does not recognize the City's responsibility to affirmatively further fair housing.						
Establish fair housing as a priority in the City's long-range planning	A. Develop a statement summarizing the City's responsibility to affirmatively further fair housing. Include this policy statement in the next Comprehensive Plan Update	A. City of Wilmington	The next Comprehensive Plan update is scheduled for end of 2015/ early 2016. The Dept of Planning will work with Real Estate and Housing to craft a statement and policy that speaks to affirmatively furthering fair housing.	A. 2015-2016	A. TBD	Ongoing

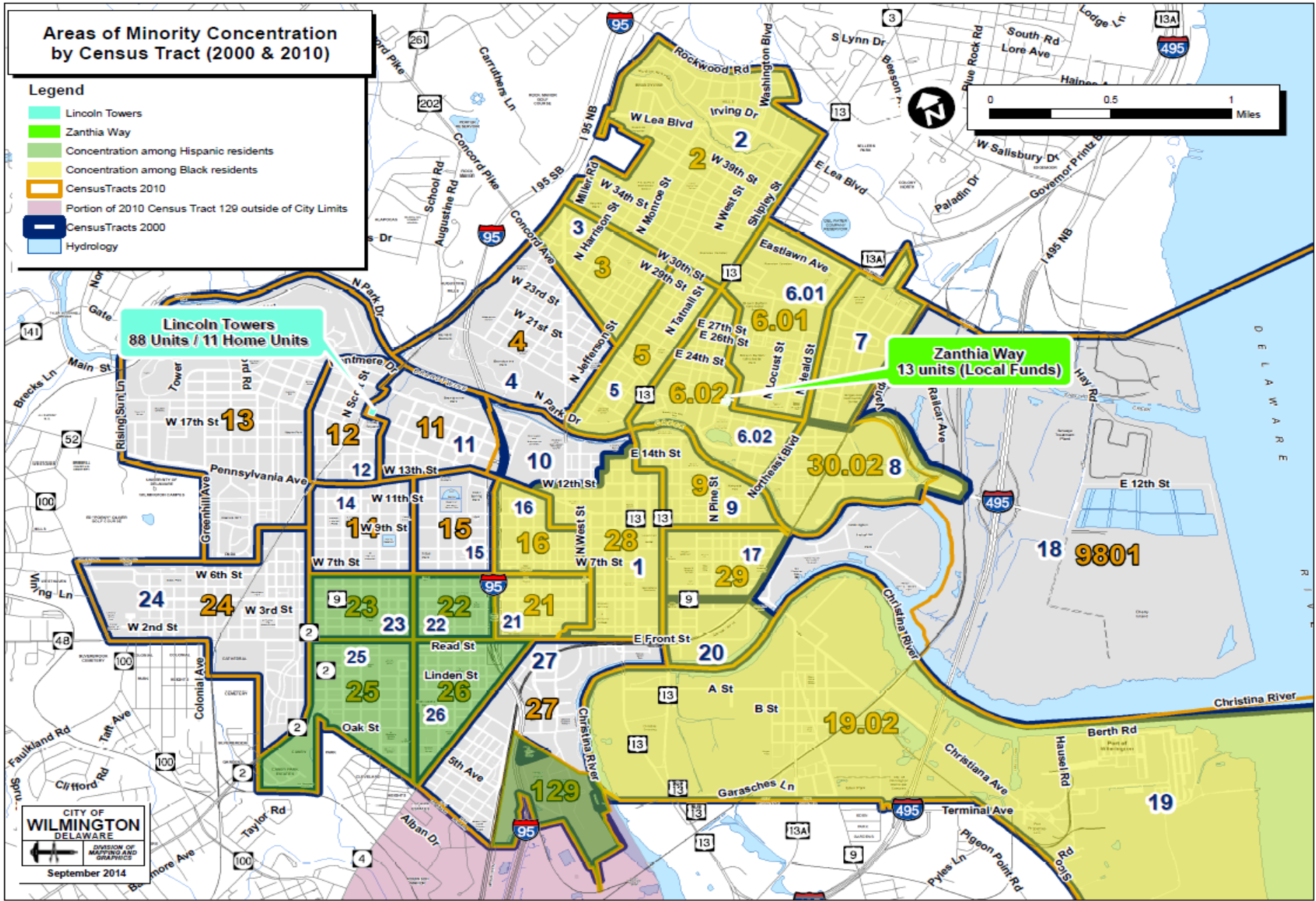
	B. Include detailed strategies for the following in the next Plan Update: increasing the supply of affordable rental housing for families in non-impacted areas, expanding the supply of rental housing accessible to persons with mobility impairments, expanding the supply of affordable rental housing for families that is in close proximity to jobs.	B. City of Wilmington	Non-impacted areas have very few existing rental properties, and they would not be considered "affordable." It would be up to the developer to determine whether or not they could re-coup the cost of development by renting to LMI households. Since 2011, to expand the supply of housing near jobs, the City has aided 32 employees and their families through the Live Near Your Work Program. The City will continue to work towards finding solutions to providing affordable housing for families and include the details for doing so in the next Plan update.	B. 2015-2016	B. TBD	Ongoing
Impediment #8: The City's zoning ordinance could be improved from a fair housing perspective.						
Ensure that the City's zoning ordinance is in compliance with the Fair Housing Act	A. Update and amend the City's Land Use Plan to address the needs of all household types, including a mix of market rate housing, affordable housing, rental units, and homeownership units.	A. City of Wilmington	The Land Use Plan, as part of the Comprehensive Plan to be completed late 2015/early 2016, will focus on different household types and will provide more definitive and predictable land uses. Efforts will also be made to educate the public on the new plan and how different land uses impact their neighborhood.	A. 2015-2016	A. TBD	Ongoing
	B. Form a task force to explore the feasibility of offering alternative design options, such as tax incentives and/or density bonuses, to help stimulate the creation of affordable housing units in non-impacted areas of the City.	B. City of Wilmington	The City has made Fair Housing a part of the regular director's meetings that take place in the City so Fair Housing can be discussed from all perspectives	B. 2015-2016	B. TBD	Ongoing

Impediment #9: The City's Fair Housing Ordinance is currently not enforced, which limits fair housing choice, particularly for residents who perceive they have been discriminated against on the basis of source of income.						
Ensure that the City's Fair Housing Ordinance is enforced and reflective of current practices and procedures in the City	A. Form a task force to evaluate and propose amendments to the City's Fair Housing Ordinance. The task force should prepare and present its findings and recommendations to the public and the City's governing body.	A. City of Wilmington, Mayor's Office, City Council	The City has made Fair Housing a part of the regular director's meetings that take place in the City so Fair Housing can be discussed from all perspectives.	A. Ongoing	A. TBD	Ongoing
	B. In the alternative, the City should refer housing complaints to the State's Office of Human Relations for investigation and resolution.	B. State Office of Human Relations	The City has met with Ramona Fullman who has agreed to handle enforcement complaints except for those relating to source of income. The City is working to amend the city code appropriately. Entities within the state continue to fight to have source of income designated as a state-wide protected class.	B. Ongoing	B. TBD	B. Ongoing
Impediment #10: Members of the protected classes could be more fully represented on City boards and commissions dealing with housing issues.						
Ensure that members of the protected classes are represented on appointed volunteer boards	A. Obtain information from current board members to document race, gender, ethnicity, disability status, and familial status.	City of Wilmington	The City is working towards obtaining demographic information from its board members as part of HUD compliance and ensuring proper representation without compromising privacy protections.	Ongoing	TBD	Ongoing
Impediment #11: Mortgage loan denials and high-cost lending disproportionately affect minority applicants.						
Increase and enhance fair housing outreach and education	A. Lenders should undertake initiatives aimed at expanding home ownership opportunities for minorities.	A. Area lenders	The City and the Wilmington Housing Partnership work closely with major banking institutions to fund homeownership opportunities aimed at minority and low-income residents.	A. Ongoing	A. TBD	Ongoing

efforts throughout the City	B. Engage HUD-approved housing counselors to target credit repair education through existing advocacy organizations that work extensively with minorities.	B. Area lenders, City, area advocacy organizations	The City supports DCRAC, Interfaith Community Housing, Neighborhood House, and the YWCA in providing home-buyer education and foreclosure prevention services to the public.	Ongoing	B. TBD	Ongoing
	C. Conduct a more in-depth analysis of HMDA data to determine if discrimination is occurring against minority applicant households.	C. City of Wilmington	The Consultants who prepared the City's 5-year Consolidated Plan also conducted an analysis of HMDA data.	2015	C. TBD	2015
	D. Engage in a communication campaign that markets home ownership opportunities to all minorities.	D. Area lenders, City, area advocacy organizations	Currently, 75% -80% of WHP properties are owned by minorities. WHP does not target clients directly but works through DSHA and those who go through homebuyer counseling to broaden its reach to minorities within the city.	Ongoing	D. TBD	Ongoing
Impediment #12: Foreclosures appear to disproportionately affect minority households in the Balance of State.						
Increase home buyer education, counseling, and other services to mitigate the impacts of foreclosure	A. Mitigate the impacts of foreclosure by supporting the following: increased buyer education, increased credit and buyer counseling, and legislative protections for borrowers to assist them in meeting housing costs.	A. City of Wilmington, area advocacy organizations	The City supports DCRAC, Interfaith Community Housing, Neighborhood House, and the YWCA in administering home-buyer education and foreclosure prevention services to the public. From 2011- 2015, \$154,4773CDBG funds have been spent on providing these services.	A. Ongoing	A. TBD	A. Ongoing

FY2015 New Construction

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RACIAL/ETHNIC BREAKDOWN OF CLIENTS SERVED

The City of Wilmington has entered all racial/ethnic data into IDIS as required.

Housing with Lead-Based Paint

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. Therefore, 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 a goal of completing lead hazard reduction in 220 at-risk units in high-risk communities. To date, the City and its program partners have provided over \$1.1 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. A total of 129 units are to be completed at the end of the extension period.

The revised work plan for the extension period shows monthly, quarterly and cumulative lead-based paint control activities and benchmarks. A total of 103 units were completed by June 30, 2015. The City of Wilmington's De-Lead Program grant will close out by December 31, 2015.

De-Lead Program Benchmarks

<u>Period Ending</u>	<u>To Date Sept 30, 2014</u>	<u>Dec 31, 2014</u>	<u>Mar 31, 2015</u>	<u>Jun 30, 2015</u>	<u>Oct 30, 2015</u>
Monthly	-	7-7-7	5-5-5	5-5-5	9-9-8
Actual Quarter	11	21	7	12	26
Cumulative	63	84	91	103	129

ELIMINATING BARRIERS TO AFFORDABLE HOUSING

The City's building code has flexible provisions for rehabilitation of existing structures. The City was an early adopter of the "New Jersey Rehab code" in 1999. 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.

The City believes there are no significant legislative barriers to the construction of affordable housing in the City of Wilmington; however, two important barriers to the development of affordable housing deserving mention continue to be the lack of funding and the lack of available land in non-impacted areas.

The current City general fund budget does not allow for significantly expanded funding for housing. However, the City continued to utilize the Housing Strategic Fund established in 2008, which has allowed the City to promote and develop a broad range of housing projects, including several during FY2014. The City continues to seek grants to supplement the Federal funding under the Consolidated Plan.

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. However, no Brownfield acquisitions were made during FY2014.

OVERCOMING GAPS IN THE INSTITUTIONAL STRUCTURE

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.

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 five 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 FY2014.

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 were received, but had not been approved by June 30, 2014.

MONITORING

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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.

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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. Three additional CHDOs have been approved since the last reporting period. Two have requested operating expenses; only one has been disbursed.

MONITORING

During FY2015, 91 HOME rental units were monitored by the Department of Real Estate and Housing. The HOME Program Administrator conducted Annual income/rent determinations, while a trained Rehabilitation Specialist inspected all units for compliance with City Housing Code Standards. There were no outstanding findings regarding City of Wilmington Housing Code compliance or Income/Rent determinations for the monitored projects.

The City of Wilmington developed a Home Monitoring Log Tickler System to establish frequency of on-site HQS inspections of HOME rental units and annual tenant income certification reviews. 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.

Additionally, the City of Wilmington has reviewed the recent HOME regulation changes and is incorporating the necessary language into our contracts and other documents as deemed appropriate to be in compliance.

AFFIRMATIVE MARKETING (HOME PROGRAM)

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.

HOME MINORITY BUSINESS

The City of Wilmington, through its Equal Opportunity/Contract Compliance Office, is dedicated to assisting disadvantaged business enterprises (DBEs) become actively involved in the City's procurement process. The City's Equal Opportunity Contract Review Board sets annual goals for contracting with DBEs for percentages of the total dollar amount of each contract category during each fiscal year for all construction contracts, goods and services and professional service contracts. The City makes efforts to attract minority and women-owned businesses by advertising the HOME program in the City's local newspaper, in minority-run newspapers and on local leased access cable TV. "Word of mouth" and general phone inquiries also play an important role. In seeking to expand opportunities for disadvantaged businesses, the City, through its Equal Opportunity/Contract Compliance Office:

- Administers the City's certification process for disadvantaged businesses, and publishes a disadvantaged vendor directory to be utilized for bid notification.
- Monitors procurement activities and enforces the City's DBE goal requirements.
- Provides technical assistance to disadvantaged business on business related issues.
- Chairs the Delaware Minority Business Trade Fair.
- Chairs the Delaware Minority Enterprise Development Week Awards Banquet.
- Sponsors small business training courses to assist entrepreneurs in developing sound business plans
- Hosts an annual Business Plan Competition, affording small and minority businesses opportunities to earn seed money

- Partners with local financing agencies to assist disadvantaged businesses in securing loans
- Facilitates a Contractor Assistance Program, with construction management training for disadvantaged businesses

The City of Wilmington discontinued use of HOME funds for homeowner-occupied rehabilitations—concentrating instead on larger, multi-unit tax credit projects. Therefore, while in the past, the program allowed for many smaller and minority contractors to benefit from our HOME Program minority outreach efforts, the larger tax credit projects have less minority prime contractors. However, the City’s Office of Economic Development oversees DBE participation and has established minimum thresholds for utilization of minority and women-owned businesses and contractors. The DBE office reviews all awarded construction contracts through the City’s Procurement Division.

During FY2015 there were \$77,091.77 HOME funds expended.

HOME Match

The City of Wilmington’s HOME match liability was reduced from 25% to 12.5%. The City expended \$77,091.77 in FY2015, accruing a match liability of \$9,636.47. There was no Match contribution during FY2015. There was \$594,787.61 in available HOME match at the start of FY2015. The HOME Match Form is attached showing the following:

FY2014 HOME Match Available: \$594,787.61
FY2014 HOME Match Liability: \$9,636.47
FY2014 HOME Match Accrued: \$0
FY2015 HOME Match Available: \$585,151.14

Tenant Assistance and Relocation (HOME Program)

No tenant/relocation assistance was provided during this reporting period with HOME funds.

Tenant Assistance and Relocation (HOME Program)

No tenant/relocation assistance was provided during this reporting period with HOME funds.

Shortfall Funds (HOME Program)

There were no shortfalls of HOME funds during this period.

CITIZEN PARTICIPATION

The public was invited to review and comment on the City's FY2015 Consolidated Annual Performance and Evaluation Report (CAPER), via a Public Notice of availability of the FY2015 CAPER published in the News Journal on Sept. 11, 2015 for a 15-day public comment period, which ended September 25, 2015. A draft copy of the CAPER was available on the City's website at www.WilmingtonDE.gov/government/caper.

Comments

No comments were received during the 15-day public comment period.

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APPENDICES

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Public Notice
The City of Wilmington
Consolidated Annual Performance and
Evaluation Report (CAPER)



**PUBLIC NOTICE
CITY OF WILMINGTON
FY 2015 CONSOLIDATED ANNUAL PERFORMANCE
AND EVALUATION REPORT (CAPER)
JULY 1, 2014 TO JUNE 30, 2015**

The City of Wilmington announces the availability of its draft Consolidated Annual Performance and Evaluation Report (CAPER) for FY2015, covering the Community Development Block Grant (CDBG), HOME, Emergency Solutions Grant (ESG) and Housing Opportunity for People with Aids (HOPWA) Program Grants. This report of funding resources during the period from July 1, 2014 to June 30, 2015, and is available for public comment from September 11, 2015 to September 25, 2015. Interested parties may receive a copy of this report by contacting the City of Wilmington, Dept. of Real Estate and Housing, at (302) 576-3000 or view it at: www.WilmingtonDE.gov/government/caper. Written comments should be addressed to Vaughn Watson, Senior Program Administrator, Department of Real Estate and Housing, 800 French Street, Wilmington DE 19801 or emailed to: rehcomments@WilmingtonDE.gov and must be received no later than 4 p.m. Friday, September 25, 2015. Comments will be included in the document submitted to the U.S. Department of Housing and Urban Development.

**The News Journal Affidavit of
Publication**

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**CDBG Financial Summary Report
PR26**

DRAFT

**CDBG Activity Summary Report
PR03**

DRAFT

**Status of HOME Activities
PR22**

DRAFT

HOME Match Report

DRAFT

HOME MBE Report

DRAFT

ESG Financial Summary Report

DRAFT

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	Delaware Statewide CoC

ESG Contact Name

Prefix	Mr.
First Name	Vaughn
Middle Name	Alexander
Last Name	Watson
Suffix	Jr
Title	Senior Program Administrator

ESG Contact Address

Street Address 1	800 French Street
Street Address 2	7 th Floor
City	Wilmington
State	Delaware
ZIP Code	19801-
Phone Number	302-576-3018
Extension	
Fax Number	302-573-5588
Email Address	vwatson@wilmingtonde.gov

ESG Secondary Contact

Prefix	
First Name	
Last Name	
Suffix	
Title	
Phone Number	
Extension	
Email Address	

2. Reporting Period—All Recipients Complete

Program Year Start Date	07/01/2014
Program Year End Date	06/30/2015

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

Subrecipient or Contractor Name: HOMELESS PLANNING COUNCIL OF DE

City: Wilmington

State: DE

Zip Code: 19801, 6603

DUNS Number: 137232653

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 40000

Subrecipient or Contractor Name: YWCA HOMELIFE MANAGEMENT

City: Wilmington

State: DE

Zip Code: 19801, 1414

DUNS Number: 364131870

Is subrecipient a victim services provider: Y

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 25400

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: 25405

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: 33707

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: 25000

Subrecipient or Contractor Name: MINISTRY OF CARING - HOPE HOUSE II & III

City: Wilmington

State: DE

Zip Code: 19805, 3005

DUNS Number: 094346681

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 15000

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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 1 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	57
Children	33
Don't Know/Refused/Other	0
Missing Information	0
Total	90

Table 2 – 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 3 – Shelter Information

4d. Street Outreach

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

Table 4 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	394
Children	303
Don't Know/Refused/Other	0
Missing Information	8
Total	705

Table 5 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	164
Female	538
Transgender	0
Don't Know/Refused/Other	0
Missing Information	3
Total	705

Table 6 – Gender Information

6. Age—Complete for All Activities

	Total
Under 18	303
18-24	75
25 and over	319
Don't Know/Refused/Other	0
Missing Information	8
Total	705

Table 7 – 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	49	0	3	46
Total (Unduplicated if possible)	178	0	10	168

Table 8 – Special Population Served

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

8. Shelter Utilization

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	36,135
Total Number of bed-nights provided	28,100
Capacity Utilization	77.76%

Table 9 – Shelter Capacity

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

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2012	2013	2014
Expenditures for Rental Assistance	35,328	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	35,328	0	0

Table 10 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2012	2013	2014
Expenditures for Rental Assistance	16,102	49,312	44,409
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	7,195	19,497
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
Subtotal Rapid Re-Housing	16,102	56,507	63,906

Table 11 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2012	2013	2014
Essential Services	0	0	0
Operations	114,156	56,138	58,707
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
Subtotal	114,156	56,138	58,707

Table 12 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2012	2013	2014
HMIS	18,843	15,000	14,754
Administration	16,102	11,634	13,155

Street Outreach	0	15,000	14,071
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Table 13 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2012	2013	2014
490,332	200,531	139,279	150,522

Table 14 - Total ESG Funds Expended

11f. Match Source

	2012	2013	2014
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	120,232	30,953	48,707
State Government	538,086	1,518,812	315,862
Local Government	40,953	0	424,905
Private Funds	164,063	73,221	344,000
Other	294,219	65,898	295,222
Fees	16,500	66,940	0
Program Income	0	0	0
Total Match Amount	1,174,053	1,755,824	1,428,696

Table 15 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2012	2013	2014
4,848,905	1,374,584	1,895,103	1,579,218

Table 16 - Total Amount of Funds Expended on ESG Activities

**HOPWA CAPER and
Summary of Project**

DRAFT



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) 07/01/2014 To (mm/dd/yy) 06/30/2015		
Grantee Name The City of Wilmington, Delaware				
Business Address		800 French Street		
City, County, State, Zip		Wilmington	New Castle	DE 19801
Employer Identification Number (EIN) or Tax Identification Number (TIN)		51-0176414		
DUN & Bradstreet Number (DUNS):		067-393-9000	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 type="checkbox"/> Yes <input checked="" 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		Parent Company Name, <i>if applicable</i>	
Name and Title of Contact at Project Sponsor Agency			
Email Address			
Business Address			
City, County, State, Zip,			
Phone Number (<i>with area code</i>)			
Employer Identification Number (EIN) or Tax Identification Number (TIN)		Fax Number (<i>with area code</i>)	
DUN & Bradstreet Number (DUNs):			
Congressional District of Project Sponsor's Business Address			
Congressional District(s) of Primary Service Area(s)			
City(ies) <u>and</u> County(ies) of Primary Service Area(s)		Cities:	Counties:
Total HOPWA contract amount for this Organization for the operating year			
Organization's Website Address			
Is the sponsor a nonprofit organization? <input 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 type="checkbox"/> Yes <input 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	Delaware HIV Consortium		Parent Company Name, if applicable	
			N/A	
Name and Title of Contact at Contractor/ Sub-contractor Agency	Dianne W. Casey, Director of Housing Program			
Email Address	dcasey@delaware.org			
Business Address	100 W. 10 th Street, Suite 415			
City, County, State, Zip	Wilmington	New Castle	Delaware	19801
Phone Number (include area code)	(302) 654-5471		Fax Number (include area code)	
			(302) 654-5472	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	51-0348892			
DUN & Bradstreet Number (DUNs)	033296786			
North American Industry Classification System (NAICS) Code	N/A			
Congressional District of the Sub-recipient's Business Address	DE-All			
Congressional District(s) of Primary Service Area	DE-All			
City(ies) and County(ies) of Primary Service Area	Cities: Wilmington, Claymont, Elsmere, Newark, Middletown		Counties: New Castle County, Delaware	
Total HOPWA Subcontract Amount of this Organization for the operating year	490,706.00			

4. Program Subrecipient Information

Sub-recipient Name	Catholic Charities		Parent Company Name, if applicable N/A	
Name and Title of Contact at Contractor/ Sub-contractor Agency	Shavonne Brathwaite			
Email Address	sbrathwaite@ccwilm.org			
Business Address	2601 West 4 th street			
City, County, State, Zip	Wilmington	New Castle	DE	19805
Phone Number (included area code)	(302) 655-9624		Fax Number (include area code) (302) 655-9753	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	51-0065685			
DUN & Bradstreet Number (DUNs)	1251607540000			
North American Industry Classification System (NAICS) Code	N/A			
Congressional District of the Sub-recipient's Business Address	Delaware			
Congressional District(s) of Primary Service Area	Delaware			
City(ies) and County(ies) of Primary Service Area	Cities: Wilmington		Counties: New Castle County	
Total HOPWA Subcontract Amount of this Organization for the operating year	19,000.00			

4. Program Subrecipient Information

Sub-recipient Name	Cecil County Health Department	Parent Company Name, if applicable Maryland Department of Health and Mental Hygiene		
Name and Title of Contact at Contractor/ Sub-contractor Agency	Kathleen Martineau, RN			
Email Address	Kathleen.Martineau@Maryland.gov			
Business Address	401 Bow Street			
City, County, State, Zip	Elkton	Cecil County	MD	21921
Phone Number (included area code)	410-996-5100		Fax Number (include area code) 410-996-1019	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	52-2046029			
DUN & Bradstreet Number (DUNs)	110890258			
North American Industry Classification System (NAICS) Code	N/A			
Congressional District of the Sub-recipient's Business Address	MD-01			
Congressional District(s) of Primary Service Area	MD-01			
City(ies) and County(ies) of Primary Service Area	Cities: Elkton		Counties: Cecil County	
Total HOPWA Subcontract Amount of this Organization for the operating year	33,743.00			

4. Program Subrecipient Information

Sub-recipient Name	Connections Community Support Programs, Inc.	Parent Company Name, <i>if applicable</i> N/A		
Name <u>and</u> Title of Contact at Contractor/ Sub-contractor Agency	Catherine Devaney McKay, President and CEO			
Email Address	cmckay@connectionscsp.org			
Business Address	500 West 10 th Street			
City, County, State, Zip	Wilmington	New Castle	DE	19801
Phone Number (included area code)	(302) 984-3380		Fax Number (include area code) (302) 984-9167	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	51-0333030			
DUN & Bradstreet Number (DUNs)	788425643			
North American Industry Classification System (NAICS) Code	N/A			
Congressional District of the Sub-recipient's Business Address	At Large			
Congressional District(s) of Primary Service Area	At Large			
City(ies) <u>and</u> County(ies) of Primary Service Area	Cities: Wilmington		Counties: New Castle County	
Total HOPWA Subcontract Amount of this Organization for the operating year	29,000.00			

4. Program Subrecipient Information

Sub-recipient Name	House of Joseph II	Parent Company Name, if applicable Ministry of Caring		
Name <u>and</u> Title of Contact at Contractor/ Sub-contractor Agency	Mark Poletunow, Deputy Director			
Email Address	mpoletunow@ministryofcaring.org			
Business Address	1803 West 6 th Street			
City, County, State, Zip	Wilmington	New Castle	DE	19805
Phone Number (included area code)	(302) 428-3702		Fax Number (include area code) (302) 428-3705	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	51-0209843			
DUN & Bradstreet Number (DUNs)	094346681			
North American Industry Classification System (NAICS) Code	N/A			
Congressional District of the Sub-recipient's Business Address	At Large			
Congressional District(s) of Primary Service Area	At Large			
City(ies) <u>and</u> County(ies) of Primary Service Area	Cities: Wilmington		Counties: New Castle County	
Total HOPWA Subcontract Amount of this Organization for the operating year	39,000.00			

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 \$630,360 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 2015.

The City's HOPWA grant was awarded to five subrecipients 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.

As of 2013, a total of 3,560 Delawareans were known to be living with Human Immunodeficiency Virus (HIV) of which 2,227 had progressed to Acquired Immune Deficiency Syndrome (AIDS). In that same year, the cumulative number of HIV/AIDS cases ever diagnosed in Delaware reached 5,650. As noted in the CDC, HIV/AIDS Surveillance Report of 2012, Delaware's HIV incidence rate (16.3 per 100,000) was the 11th highest in the United States and the AIDS incidence rate (11.8 per 100,000) ranked seventh highest in the nation. The five year average number of new infections diagnosed in Delaware currently stands at 131 cases per year (2009-2013).

The distribution 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/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.

During the operating year ending April 14, 2015, the Ministry of Caring used HOPWA funding to support 16 units of housing in a permanent residence with supportive services. Three formerly homeless applicants became housed by entering the program. Of that number, one was a Veteran and one was chronically homeless. Two of the three entering care had formerly struggled with substance abuse. Only one of the two relapsed but with intervention from case management the client was able to get back on target. Therefore, a total of 14 individuals were assisted with HOPWA funds during the operating year.

The Ministry of Caring' 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 (14 individuals) worked with a case manager to design a personal housing plan for maintaining stable ongoing housing. Also, all are under the care of a nurse and certified nurse's assistants.

Other program accomplishments included:

- 100% remained in permanent housing, thus avoiding incidents of homelessness
- 100% followed the directives of their health care plan
- 100% kept doctor appointments and adhered to prescribed medications regimens
- 100% had transportation needs met for medical and vocational appointments

Of those exiting the program, two were stably housed within the program for over one year.

HIV Services of Catholic Charities received \$19,000 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.

The Cecil County Housing Program has had significant accomplishments in the number of housing units helped during FY 2015. Cecil County maintained Long Term Housing for five clients for the year. Three clients continue from FY 2014. We have met our goal of five clients served per month for part of the year until one client received Public Housing.

Cecil County Short term housing assistance has provided assistance to six clients in need of four rent and two utility bills and one mortgage payment. We did make our goal of six STRMU assistance payments by providing six unduplicated payments for FY2015. HOPWA funds were distributed to geographic areas in Cecil County, MD that include mostly rural county.

Connections CSP had two low income families in Wilmington were identified and approved to begin their search for a unit for their family. Both heads of household had part time employment. Once they began their search, they were very reluctant to leave their current housing situation for independent housing.

Delaware HIV Consortium is HOPWA funded from the City of Wilmington which provided rental assistance for 76 households, consisting of 80 persons living with HIV/AIDS and 43 other persons for total of 123 persons assisted. This output is consistent with the FY2015 HOPWA contract goal of 80 households. All households (100%) had incomes at or below 50% of the area's median income (AMI) and 84% had extremely low incomes (at or below 30% of AMI).

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.

Connections CSP identified families began to engage in case management services. One had an outstanding utility bill and started the steps to get it paid off. One head of household secured full time employment, began to think about how much it will cost to have an independent unit with rental assistance.

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.

The House of Joseph II successfully enables HOPWA beneficiaries to maintain permanent housing through the quality of its programs. Persons with extremely low income were housed. Those who were formerly homeless are housed and have stable housing. The quality of housing was improved for persons who were formerly homeless and living on the street. Within three months of entering the House of Joseph II participants receive the mainstream benefits to which they are entitled.

The program helps participants understand and follow the directives of their health care plans. Medical test scores of clients regarding their CD4 count generally increases within months of arrival prior to arrival here. Prior to arrival here many clients used hospital emergency rooms as a substitute for regularly basis and only use emergency rooms for medical emergencies. One hundred percent of clients have improved access to services as transportation assistance is given to clients. Timely ordering of medications is essential for the maintenance of a strict medication regiments for those living with AIDS or is HIV positive and this not possible without annual and regularly scheduled doctor appointments.

All of Delaware HIV Consortium's 76 households assisted in FY2015 maintained stable housing: 67 continued in HOPWA-funded TBRA; four households transitioned to private (unsubsidized) housing; two households transitioned to other subsidized housing; and one household transitioned to a skilled care setting. Two program beneficiaries passed away. The 100% housing stability outcome exceeded the HOPWA recommended 90% performance goal in this category.

All of Delaware HIV Consortium's 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 FY2015, all 76 households (100%) had housing plans as part of their case management service plans, and all 76 households (100%) had appropriate medical coverage and received a regular source of income. In addition, 100% 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.

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.

For Cecil County, the Case Manager conducts a full biopsychosocial assessment of each client during the first visit. The client and case manager identify client needs. A care plan is formed in collaboration with the client, the medical provider and if the client chooses, their primary support person. The case manager uses an extensive referral list of agencies and community based organizations to ensure that HOPWA funds are utilized as a last resort, as well as to connect the client to long term programs. The case manager works closely with Section 8 and HUD sponsoring housing agencies, Department of Social Services and local churches. The case manager utilizes Ryan White funds to assist clients to secure housing and coordinates those funds with HOPWA resources to maintain housing and prevent homelessness. Each funding stream has an identifiable priority service, ensuring each funding is used as a last resort for that service category. Transportation is provided to Ryan White eligible clients to ensure access to entitlement application and each client is referred to all entitlement programs for which they qualify. In addition, uninsured clients are provided with transportation service to access Ryan White supported clinics for medical, dental and supportive services care.

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.

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.

In an effort to address the ongoing need for affordable housing for persons living with HIV/AIDS, the Delaware HIV Consortium uses non-HOPWA funds from the Ryan White CARE Act to provide rental assistance for clients in the TBRA program. During FY2015, Ryan White funds provided \$186,106 in housing assistance for 76 HOPWA eligible TBRA households in New Castle County. The Consortium also received a \$7,548 Grant-in-Aid allocation from the State of Delaware for housing assistance in FY2014. 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 was \$1,492,640. In addition, client rent payments totaling \$172,452 provided further leverage of the \$490,706 HOPWA allocation in FY2015. In all, \$1,858,746 in non-HOPWA funds provided housing assistance and supportive services for the 76 HOPWA assisted TBRA households in FY2015.

Connections currently operate two sites-based permanent supportive housing programs for homeless adults with HIV/AIDS in the City of Wilmington, collaboration with Delaware HIV Consortium. Connections also collaborate with Delaware DHSS, DOC, DSHA and DVR, Criminal Justice Council, the Delaware HIV Consortium, Westside Family Health Services, West End Neighborhood House, First State Community Action, Pencader Hundred Community Center, the New Castle Presbytery, the U.S. Department of HUD, Labor and HHS and operate and other philanthropic partners to maximize services for vulnerable Delaware citizens.

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

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 participate in web-based technical assistance program and community based training sessions on ongoing basis. Housing staff attend several workshop webinars and training sessions in FY 2015 in order to increase their knowledge about HOPWA regulation, case management, homeless services, house stability, client self-sufficiency, and other topics. Housing staff participate in HOPWA sponsored webinar 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 at the house in staff participated in were sponsored by 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 centralized intake sponsored by the Homeless Planning Council of Delaware and also attended housing workshop focusing on Fair Housing and the Landlord Tenant Code that were hosted by the Delaware Chapter of the National Association of Housing and Redevelopment Office (DE-NAHRO). In addition, housing staff attended workshops on trauma informed case management in social services setting, financial empowerment programming for disabled and special-needs populations, and a presentation on the State Rental Assistance Program (SRAP) that houses low income persons living with severe and persistent mental illness.

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 type="checkbox"/> Criminal Justice History
<input checked="" type="checkbox"/> Housing Affordability	<input type="checkbox"/> Geography/Rural Access	<input type="checkbox"/> Other, please explain further	

• Housing Affordability

Rising rent and utility costs present a persistent challenge for our TBRA clients because most clients live on extremely low fixed incomes of approximately \$700 per month. Over 70% 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 providers, however, there is constant demand for these services in New Castle County.

• Housing Availability

Another ongoing challenge is the low attrition rate off the TBRA program, primarily due to the limited number of alternative affordable housing options available to our clients. The initial intent of the TBRA program was to assist our clients for a limited term until they received a rent subsidy from a non-HOPWA housing provider, such as Housing Choice Voucher/Section 8 or public housing. Unfortunately, our state's five public housing authorities have long waiting lists for their subsidized housing programs that are rarely open to new applicants. It is not unusual for eligible persons to wait several years for the opportunity to apply for subsidized housing, only to be placed on a waiting list for an additional multi-year timeframe. Local Section 8 programs in New Castle County, where 70% of our clients live, 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. In FY2015, only the Newark PHA opened their waiting list for public housing. No other PHA waiting lists were open in New Castle County in FY2015. Several TBRA program beneficiaries do not qualify for other types of subsidized housing due to poor credit and criminal histories. Currently, over two-thirds (67%) 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, which was up to a five-year waiting period in FY2015.

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.

- **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 2015 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 \$21.09 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 2015. The typical client receiving housing assistance from the Delaware HIV Consortium’s 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 14,096 rental units affordable to extremely low-income renters.

In FY 2015, our HOPWA eligible clients waited up to five years for HOPWA funded rental assistance, which is an all-time high since the program’s inception. During this waiting period, 60% of our clients have had episodes of homelessness and up to 70% were unstably housed. 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 unfortunate 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 Consortium 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 Consortium also raises private dollars by applying for grants and sponsoring fundraising events. In FY2015, 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.

- **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 Consortium’s 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 Planning Council, the Director of Housing served as president of Delaware’s Homeless Planning Council (HPC) board in FY2015 and also served on the evaluation committee that reviews grant applications for HUD’s Continuum of Care funds for homeless assistance programs. In 2014, HPC introduced a centralized intake process to streamline access to housing and services for persons experiencing homelessness, in compliance with HUD’s HEARTH Act. This coordinated intake process ensures that homeless persons living with HIV/AIDS in Delaware are referred to appropriate medical care and supportive housing. 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.

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

In addition to submitting the HOPWA CAPER, the Delaware HIV Consortium 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 2013 Consumer Survey showed that 63% of respondents had been homeless before receiving rental assistance and almost 84% said that they would be in unstable housing, either homeless or doubled up with family or friends, if they were not receiving rental assistance. Ninety percent (90%) of clients reported that the TBRA program helps them better manage their health issues. Overall program satisfaction was high, with 99% of respondents reporting that they were satisfied with their housing and all consumers reporting satisfaction with the TBRA program. The next consumer survey will be distributed to TBRA beneficiaries in August 2015.

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 Delaware HIV Consortium has improved TBRA program policies and procedures and has enhanced services for both program beneficiaries and service providers. The Consortium 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 Consortium 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 (2010-2015)”, which is available on the Consortium’s website at <http://www.delawarehiv.org/>. This document includes a priority recommendation to increase the availability of affordable housing for persons living with HIV/AIDS because 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.

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.	123
2. From the total reported in Row 1, identify the number of households with unmet housing needs by type of housing subsidy assistance:	117
a. Tenant-Based Rental Assistance (TBRA)	
b. Short-Term Rent, Mortgage and Utility payments (STRMU)	
• Assistance with rental costs	
• Assistance with mortgage payments	
• Assistance with utility costs.	
c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities	6

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

<input checked="" type="checkbox"/> = 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
<input checked="" type="checkbox"/> = Data from client information provided in Homeless Management Information Systems (HMIS)
<input checked="" type="checkbox"/> = 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	186,106	Housing Subsidy Assistance	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Ryan White-Other	1,623,195	Case Management, Dental, Eye Care, Nutrition, Counseling, Medical Care & Medication	<input type="checkbox"/> Housing Subsidy Assistance <input 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: Cecil County Government	8,985	Case Management	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: Delaware State Grant-In-Aide	36,348	Housing Subsidy Assistance	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public: St Francis HHC	116,956	Case Management	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: Division of Public Health	203,300	Case Management	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: HUD (Expansion, HAP and SHP)	421,067	Housing Subsidy Assistance, Case Management	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Private Funding			
Grants	13,500	Transportation	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
In-kind Resources	76,441	Operational	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Private: Contributions	26,484	Housing Subsidy Assistance, Advocacy	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Private: Fees	56,645	Case Management, Housing Subsidy Assistance, Advocacy	<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	172,452		

TOTAL (Sum of all Rows)

2,755,373

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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)	0
2.	Resident Rent Payments made directly to HOPWA Program	56,645
3.	Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)	56,645

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	56,645
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	0
3.	Total Program Income Expended (Sum of Rows 1 and 2)	56,645

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	84	86	20	19	417,598	403,485
2a.	Permanent Housing Facilities: Received Operating Subsidies/Leased units (Households Served)	16	14	0	0	39,000	39,000
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	26	24	20	20	19,625	17,684
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)	126	124	40	39	476,223	460,169
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)	0	0	0	0	0	0
Supportive Services		[1] Output Households				[2] Output: Funding	
11a.	Supportive Services provided by project sponsors/subrecipient that also delivered HOPWA housing subsidy assistance	16	124			101,567	101,567
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	124			101,567	101,567
Housing Information Services		[1] Output Households				[2] Output: Funding	
14.	Housing Information Services						
15.	Total Housing Information Services	0	0			0	0

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)					18,911	18,908
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					33,659	36,659
20.	Total Grant Administration and Other Activities (Sum of Rows 16 – 19)					32,102	32,102
Total Expended						[2] Outputs: HOPWA Funds Expended	
						Budget	Actual
21.	Total Expenditures for program year (Sum of Rows 7, 10, 13, 15, and 20)					630,360	614,303

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	1	0
3.	Case management	124	101,567
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)	25	0
10.	Meals/nutritional services	14	0
11.	Mental health services	1	0
12.	Outreach	20	0
13.	Transportation		
14.	Other Activity (if approved in grant agreement). Specify:		
15.	Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)		
16.	Adjustment for Duplication (subtract)	61	
17.	TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)	124	101,567

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	24	17,684
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.	1	817
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.	13	10,226
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.	10	6,641
g.	Direct program delivery costs (e.g., program operations staff time)		9,197

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	86	71	1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing		<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing	5	<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy	3	
			6 Institution	1	<i>Unstable Arrangements</i>
			7 Jail/Prison		
			8 Disconnected/Unknown	4	
			9 Death	2	<i>Life Event</i>
Permanent Supportive Housing Facilities/ Units	14	10	1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing		<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing	1	<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution	2	<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		

			7 Jail/Prison		<i>Unstable Arrangements</i>
			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					

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
24	Maintain Private Housing without subsidy <i>(e.g. Assistance provided/completed and client is stable, not likely to seek additional support)</i>	6	<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	18	<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).			15

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).

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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	124
b. Case Management	124
c. Adjustment for duplication (subtraction)	124
d. Total Households Served by Project Sponsors/Subrecipients with Housing Subsidy Assistance (Sum of Rows a.b. minus Row c.)	124
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	124		<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)	124		<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	124		<i>Access to Health Care</i>
4. Accessed and maintained medical insurance/assistance	124		<i>Access to Health Care</i>
5. Successfully accessed or maintained qualification for sources of income	124		<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	7	

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)	79		4	2
Permanent Facility-based Housing Assistance/Units	13			1
Transitional/Short-Term Facility-based Housing Assistance/Units				
Total Permanent HOPWA Housing Subsidy Assistance	92		4	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)	6	18		
Total HOPWA Housing Subsidy Assistance	6	18		

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

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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 <i>(person who can answer questions about the report and program)</i>	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.	124

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	93
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	27
13. House you own	1
14. Staying or living in someone else's (family and friends) room, apartment, or house	3
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)	124

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	1	1

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.)	124
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	11
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	67
4. TOTAL number of ALL beneficiaries served with Housing Subsidy Assistance (Sum of Rows 1,2, & 3)	202

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					
3.	31 to 50 years	20	25	2		47
4.	51 years and Older	39	37	1		77
5.	Subtotal (Sum of Rows 1-4)	59	62	3		124
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	23	17			40
7.	18 to 30 years	8	13			21
8.	31 to 50 years	6	8			14
9.	51 years and Older	2	1			3
10.	Subtotal (Sum of Rows 6-9)	39	39			78
Total Beneficiaries (Chart a, Row 4)						
11.	TOTAL (Sum of Rows 5 & 10)	98	101	3		202

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	97	2	64	19
4.	Native Hawaiian/Other Pacific Islander				
5.	White	24	4	13	7
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	3	3	1	1
11.	Column Totals (Sum of Rows 1-10)	124	9	78	27

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)	97
2.	31-50% of area median income (very low)	23
3.	51-80% of area median income (low)	4
4.	Total (Sum of Rows 1-3)	124

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 <u>with or without</u> 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 <u>Units</u> 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					
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		
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.)		