



Housing Opportunities for Persons With AIDS (HOPWA) Program

Annual Progress Report (APR)

City of Orlando – MSA

2006-2007

Measuring Performance Outcomes

OMB Number 2506-0133 Expiration Date 07/31/2007

This report is for use by HOPWA competitively selected grantees for providing annual information on the accomplishments of the project in providing housing assistance for low-income persons living with HIV/AIDS and their families. Formula grantees may use this form to collect data from their project sponsors. The public reporting burden for the collection of information is estimated to average 85 hours per manual response, or less if an automated data collection and retrieval system is in use, along with 72 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

In this APR edition, the U.S. Department of Housing and Urban Development is emphasizing grantee performance and the use of client outcome measures in demonstrating program effectiveness. Toward this end, the HOPWA APR for competitive grant recipients has been revised to incorporate new performance measure reporting requirements. These are designed to help grantees and project sponsors aggregate results from the use of HOPWA resources: (1) to provide housing assistance as the annual output measure; and (2) to collect client information demonstrating the outcome for improved housing stability for this special needs population. Formula grantees also may want to use this form to track client information. HUD collaborated with grantees and technical assistance providers to implement the reporting information to measure this new performance outcome. This outcome measure will identify HOPWA assisted households that have been enabled to establish and/or better 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 health care and other support. At the end of each year of assistance, HOPWA recipients should consider the effects of their efforts under this general outcome. Recipients need to assess accomplishments in achieving this outcome and report on program progress. These assessments will help inform the community as well as HUD in assessing past performance and helping to direct future efforts. Additionally, programs can use the information to consider alternatives or program enhancements if activities are not meeting the stated outcome.

HOPWA collects the necessary information under the authority of the AIDS Housing Opportunity Act (AHOA), as amended, 42 U.S.C. 12901-12912. This Act authorizes HUD to provide states and localities with the resources and incentives to devise long-term comprehensive strategies for meeting the housing needs of persons living with acquired immune deficiency syndrome (AIDS) or HIV infection and their families. The statute includes the following provisions that necessitate the collection of this information: (1) The AHOA authorizes the Department to conduct a national competition for the award of funds for ten percent of the annual appropriation for the HOPWA program; and (2) The AHOA requires that recipients of assistance report on the use of amounts received, including the number of individuals assisted, the types of assistance provided, and other information determined to be appropriate.

HUD selects the highest rated applicants for special projects of national significance and applicants for projects that are part of long-term comprehensive strategies for providing housing and related services in areas that do not qualify for formula allocations. As authorized, competitive grants that provide permanent supportive housing and meet program requirements may be selected on a priority basis for renewal funding. Annual Progress Reports provide HUD with essential information on project output and outcome activities in reporting to Congress and the public on the use of program funds. In addition, the reports assist HUD in monitoring the use of federal funds and ensuring statutory and regulatory compliance. Information is collected on an annual basis in the application to make selections and in the annual progress report to report on program activities based on statutory requirements at 42 U.S.C. 12903(b)(3) and 12911. Less frequent submission of information on program accomplishments could compromise the legal, efficient, and effective implementation of the program. The information to be submitted by applicants and recipients is considered public information, except to the extent that applications contain personal or proprietary information or are in use for the competition during a covered use period pursuant to the Department of Housing and Development Reform Act of 1989 (Pub. L. 101-235, as amended).

In addition to the Department's review of performance outcomes, HUD is consciously streamlining reporting requirements through integration and standardization of reporting mechanisms, to the extent possible. Since 2003, all competitive grantees are required as part of the grant agreements to complete a logic model which is a performance tool that informs HUD, the public, and other grantees on how grantees' services and activities help achieve HUD strategic goals and promote HUD policy priorities. The required APR information helps provide the information necessary for completing the logic model on the required HOPWA output measure, the amount of housing assistance provided each year, and to assess client outcomes in achieving housing stability.

Previous editions are obsolete

General Instructions

Purpose. The Annual Progress Report (APR) fulfills statutory reporting requirements and provides the grantee and HUD with the necessary information to assess the overall performance and accomplishment of the grantee's program activities under the approved goals and objectives.

Applicability. Grantees must complete the APR for each operating year in which HOPWA grant funds were expended. Information on each competitive grant is to be reported in a separate APR. A formula grantee may use this as an optional form, for example in collecting standard information from project sponsors, but will still be obligated to fulfill formula reporting requirements. Grantees must complete all of Parts 1-3 on standard reporting elements. Grantees approved for "Other" activities, as detailed in their grant agreement, are requested to adapt the APR to report on their unique program accomplishments. For instance, accomplishment data may be included in Part 2c.

On Part 3, grantees are required to complete project sponsor information in subparts (a-c) that correspond to activities undertaken with HOPWA funding, i.e., tenant-based rental assistance (TBRA) (Part 3A), short-term rent, mortgage and utility assistance (STRMU) (Part 3A), facility-based housing assistance (FBHA) (Part 3B), or supportive services only projects (Part 3C). Grantees whose activities are limited to providing supportive services only (Part 3C) are not required to provide information relating to participant demographics. Grantees providing housing assistance must complete Part 2A Information on Individuals, Beneficiaries and Households, Part 2B Budget and Grant Sources for Project Leveraging, Part 2C Performance and Expenditure Information and Part 2D Housing Stability Outcomes; and Outcomes on Access to Care and Support (for clients served with Housing Placement Activities, Case management and employment training services) for their clients who benefit from the HOPWA housing assistance.

Continued Use Periods. Grantees that received HOPWA funding for new construction, acquisition, or substantial rehabilitation are required to operate their facilities for ten years for HOPWA-eligible beneficiaries. For the years in which grantees do not receive and expend HOPWA funding for these activities, in place of filing the APR, the grantee must submit an Annual Certification of Continued Project Operation throughout the required use periods. This certification is included in Part 3b Facility Based Housing Assistance in this APR.

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. **Information is reported in aggregate to HUD without personal identifications. Do not submit client or personal information in data systems to HUD.**

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 records would include: Name, Social Security Number, Date of Birth, Ethnicity and Race, Gender, Veteran Status, Disability Status, Residence Prior to Program Entry, Zip Code of Last Permanent Address, Program Entry Date, Program Exit Date, Unique Person 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, Housing Support, Services Received, and Housing Status or Destination at the end of the operating year. Other suggested but optional elements are: Behavioral Health Status, Domestic Violence, Employment, Education, General Health Status, Physical Disability, Pregnancy Status, Reasons for Leaving, Veteran's Information, and Children's Education. Other HOPWA projects sponsors may also benefit from collecting these data elements.

Operating Year. The information contained in this APR should reflect one operating year of the grantee's report. Project sponsor accomplishment information must reflect the same time period as the grantee's operating year and APR dates. New grantees have some flexibility in setting the dates of operating years. A grantee of a competitively-awarded grant may set the

operating start date for its program on a date up to four months following the date of the signing of the grant agreement. Any change requires the approval of HUD by amendment, such as an extension for one additional year of operation. A renewal grant start date would be coordinated with the close out of the existing grant.

Organization of the Report. The information included in this report has been organized to facilitate reporting by project sponsors to allow grantees to assemble the parts applicable to reporting on its HUD-approved grant.

- 1) Grantee Narrative and Performance Assessment
- 2) Overview of Grant Activities and Expenditures -- Summary of All Projects
 - a) Information on Individuals, Beneficiaries and Households
 - b) Summary of Grantee Leveraging
 - c) Performance and Expenditure Information
 - d) HOPWA Performance Outcomes
- 3) Project Sponsor Information (each project sponsor)
 - a) Non facility-based Housing Assistance
 - b) Facility-based Housing Assistance
 - c) Supportive Services-Only Projects
- 4) Appendix: Information on Outcomes and HMIS

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

Filing Requirements. Within 90 days after the end of each operating year, the information in this package must be submitted to the Director of the Office of Community Planning and Development (CPD) in the grantee's State or Area HUD Office, with one copy submitted to the Office of HIV/AIDS Housing (Room 7212), U.S. Department of Housing and Urban Development, 451 Seventh Street SW, Washington, D.C. 20410. Failure to timely submit the required Annual Progress Report may lead to a delay in receiving future grant funds or a determination for ineligibility for future funding.

Definitions. The HOPWA regulations provide definitions at 24 CFR 574.3. The following terms supplement these definitions for the use of preparing this APR.

Adjustment for Duplication: Refers to number of households or beneficiaries that received more than one type of assistance in a given service category. The adjustment for duplication should provide an unduplicated total.

Administrative Costs: Refers to 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 total grant award, to be expended over the life of the grant.

At Entry or Continuing: At Entry indicates the household status at the time of when eligibility and housing needs are assessed. For households continuing from the previous year, the entry date would be the status of the household at the beginning of the operating year.

At Exit or Continuing: At Exit indicates the household status at the time of departure from the HOPWA program. For households continuing into the next operating year, the exit date would be the status of the household at the end of the new operating year. Exit, reasonable expectation that additional support (e.g. Tent-based Rental Assistance) is not required to maintain housing arrangements.

Beneficiary: A beneficiary is any individual who received HOPWA housing assistance during the operating year. And includes all members of the household receiving assistance.

HOPWA Eligible Person: The person with HIV/AIDS who qualifies the household for HOPWA assistance. This person may be considered "Head of Household." When the APR asks for information on eligible individuals please report on this person only. Where there is more than one person with HIV/AIDS in the household, the additional PWA(s), would be considered a beneficiary(s).

Chronically homeless person: A "chronically homeless person" is "an unaccompanied homeless individual with a disabling condition who has either been continuously homeless for a year or more OR has had at least four episodes of homelessness in the past three years." For this purpose, the term "homeless" means "a person sleeping in a place not meant for human habitation (e.g., living on the streets) or in an emergency homeless shelter." This does not include doubled-up or overcrowding situations.

Disabling condition: A "disabling condition" is "a diagnosable substance use disorder, serious mental illness, developmental disability, or 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.

Entered the program: This phrase means when the participant's eligibility and housing needs are assessed, housing plan is established, or the person or family starts to receive rental assistance or begins residing at the housing facility.

Extension: In addition to the standard three-year grant term, an **Extension APR** applies to grantees that requested and received the one-year extension of their grant term from the HUD field office.

Facility-based Housing Assistance: All HOPWA Housing expenditures for the current operating year to support facilities including community residences, SRO dwellings, short-term facilities, project-based units, master leased units, and other housing facilities approved by HUD, and supportive services only facilities.

Grassroots organization: A "grassroots organization" means an organization that is headquartered in the local community to which it provides services; and, (i) has a social services budget of \$300,000 or less, or (ii) has six or fewer full-time equivalent employees. Local affiliates of national organizations are not considered "grassroots."

Household: A "household" means 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. Caregivers and non-beneficiaries who resided in the shared unit are not reported on in the APR. 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.

Housing Stability: See Part 4 Appendix (page 23) for definitions of stable and unstable Housing situations.

Multiple Diagnosed Issues: A disease or condition, such as serious mental illness or substance abuse, co-existing with risk of homelessness for persons living with HIV/AIDS.

Non-Facility based Housing Assistance: All HOPWA Housing expenditures for the current operating year to support tenant-based rental assistance or short-term, rent, mortgage, and utility assistance.

Non-HOPWA leveraged sources: Non-HOPWA leveraged resources refers to cash resources separate from the HOPWA grant award, and may include: CDBG, HOME, ESG, SHP, S+C, SRO Mod Rehab, Housing Choice Vouchers (Section 8), PHA units, Supportive Housing for Persons with Disabilities/Elderly (Section 811/202), Low Income Housing Tax Credits (LIHTC), Historic Tax Credits, USDA Rural Housing Service, Ryan White CARE Act programs, other federal programs at HHS, VA, DOL, etc, state funds, local government funds, and private philanthropy. While other HOPWA funds may be used in conjunction with this grant, the amounts are not counted as leveraging for purposes of the grant application selection or criteria, and performance is reported under the applicable HOPWA grant

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.

Output Assessed: Output refers to the number of units of housing/households assisted during the year, as measured by the annual use of HOPWA funds.

Outcome Assessed: The HOPWA assisted households who have been enabled to establish or better 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 with the goal that this result increases through use

of annual resources to be achieved by 80 percent of all HOPWA beneficiaries by 2008.

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

Stewardship Unit: Facility based housing units developed with HOPWA funds, but have no current operations or other HOPWA costs and is subject to 3- or 10- year use periods.

Housing Opportunities for Persons with AIDS (HOPWA) Annual Progress Report – Measuring Project Performance

OMB Number 2506-0133 Expiration Date 07/31/2007

HUD Grant Number	Operating Year for this report <i>From (mm/dd/yy)</i> 10/01/06 <i>to (mm/dd/yy)</i> 09/30/07 X Yr 1; <input type="checkbox"/> Yr 2; <input type="checkbox"/> Yr 3; <input type="checkbox"/> ExtYr
Grantee Name City Of Orlando	
Type of HOPWA Grant <input type="checkbox"/> Competitive <input type="checkbox"/> Technical Assistance X Formula	Service Area (community, Metropolitan Statistical Area (MSA) or State in which this program is operating) Orlando MSA
<i>I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.</i> Warning: HUD will refer for prosecution false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012, 31 U.S.C. 3729, 3802)	
Name & Title of Authorized Official Lelia Allen, Housing and Community Development Department Director	Signature & Date (mm/dd/yy)
Name & Title of Contact at Grantee Agency <i>(person who can answer questions about the report and program)</i> Keith Theriot, HCD Program Manager	Contact Phone (include area code) 407/246-3418
Address City Hall - P.O. Box 4990	Fax Number (include area code) 407/246-3055
City, State, Zip Orlando, FL 32804-4990	Email Address keith.theriot@cityoforlando.net
Organization's Website Address www.cityoforlando.net	Type of Agency City Government
Have you prepared any evaluation report? <i>If so, please indicate its location on an Internet site (url) or attach copy.</i>	Is the grantee a nonprofit organization? <input type="checkbox"/> Yes X <input checked="" type="checkbox"/> No <i>Check if the grantee is a faith-based organization.</i> <input type="checkbox"/> <i>Check if the grantee is a grassroots organization.</i> <input type="checkbox"/>

Part 1: Grantee Narrative and Performance Assessment

Instructions: Provide a short narrative summarizing the activities undertaken during the operating year for this grant (1-4 pages) that may be used for public information, including posting on HUD's web page. In the summary, describe any project sponsors and partner organizations; report innovative outreach and support provided to the target population; and any related assessment or evaluation of the project's accomplishments conducted during the operating year. In conjunction with an updated logic model, submit a summary reporting the following:

a. **OUTPUTS REPORTED:** Provide an overview of your program's accomplishments for the operating year, report on the number of units of housing supported/households assisted with HOPWA housing assistance funds during this operating year. Include a comparison between proposed accomplishments, as approved in the grant agreement, with the actual accomplishments demonstrated in Part 2: Overview of Grant Activities.

b. **OUTCOMES ASSESSED:** Please describe progress in achieving HOPWA performance outcomes. Briefly assess how HOPWA assisted households were enabled to establish and/or better maintain a stable living environment in housing that is safe, decent, and sanitary, and reduce their risks of homelessness and improve their access to health-care and other supportive services. Compare current year outcomes with any baseline of prior efforts.

c. **BARRIERS AND RECOMMENDATIONS:** Describe any barriers you or your project sponsors encountered during the operating year, actions taken in response to the barriers, and recommendations for program improvement. You may select more than one from the following list:

- | | | | |
|---|--|--|---|
| <input checked="" type="checkbox"/> HOPWA/HUD Regulations | <input type="checkbox"/> Planning Issues | <input checked="" type="checkbox"/> Housing Availability | <input type="checkbox"/> Rent Determination and Fair Market Rents |
| <input type="checkbox"/> Discrimination/Confidentiality | <input type="checkbox"/> Multiple Diagnosed Issues | <input type="checkbox"/> Eligibility Issues | <input checked="" type="checkbox"/> Technical Assistance or Training Issues |
| <input type="checkbox"/> Supportive Services | | | |

HOPWA regulations are open to interpretation and vary from area to area. In Florida, we frequently (several times a week) get calls from clients in New York wanting to "transfer" their HOPWA assistance. Since we do not have the same funding due to inequity of distribution of funding based on where cases are diagnosed, we cannot assist any new clients. In addition, clients moving to our area are used to other systems which enroll everyone who meets minimum requirements. With limited funding, our system assists the neediest clients with HIV-related need; this tends to fly in the face of what clients are used to in other areas.

HOUSING AVAILABILITY, particularly affordable housing is limited. This seems to be a National trend. Until this issue is addressed on a larger level, low income persons on fixed income will continue to live in substandard housing because it's all that is available. We have used unexpended dollars to acquire and rehab housing to ensure availability; however, it is not enough.

TECHNICAL ASSISTANCE is needed on a regular basis, at a minimum annually, to stay abreast of changes. It would be particularly helpful if answers were similar across the board, from the Technical assistance providers, to HUD field officers, to AIDS Housing Office. Maybe they could be included in trainings.

d. **TECHNICAL ASSISTANCE:** Based on your experience during the last operating year, are there any areas in which you need technical advice or assistance? If so, please describe.

Standardized eligibility across the country, i.e. case management training, Care Plans; How to deal with the influx of cold weather climate residents to Florida; Solid regulations regarding undocumented clients

e. **LOGIC MODEL:** Please attach a copy of your grants' updated Logic Model on your annual accomplishments und the HOPWA performance goals and the optional goals you established in your application. **Reference (data requested consistent with Form HUD-96010 Program Outcome Logic Model)*

Part 2: Overview of Grant Activities - Summary of All Projects

A. Information on Individuals, Beneficiaries and Households receiving HOPWA Housing Assistance

1. Individuals

Eligible Individuals living with HIV/AIDS: Please indicate below the unduplicated number of eligible individuals (Head of Household) who are low income and living with HIV/AIDS, who received HOPWA housing assistance during the operating year. Of those eligible individuals, indicate who have special needs and their prior living situations.

a. Total HOPWA eligible individuals living with HIV/AIDS: Please indicate below the unduplicated number of eligible individuals who are low income and living with HIV/AIDS, who received HOPWA housing assistance during the operating year.

Individuals Served through Housing Assistance	Total Number
Number of individuals with HIV/AIDS who received HOPWA housing assistance	1508

b. Special Needs: Please indicate the total number of HOPWA eligible individuals living with HIV/AIDS, who received HOPWA housing assistance and had the following life experiences, if known. Participants may count in more than one category. *The sum total of individuals identified with Special Needs issues may not equal the total number of individuals served with HOPWA housing assistance from (a) above.*

Category	i. Veteran(s)	ii. Chronically Homeless	iii. Domestic Violence Survivor(s)
Total HOPWA eligible persons Served with Housing Assistance	28	303	43

c. Prior living situation. Please indicate the prior living situations for HOPWA eligible individuals living with HIV/AIDS, who received HOPWA housing assistance. Include participants in the **(one)** category that best describes the participants' most recent living situation. The total (xvii) in this section should equal a (i) above. The categories are consistent with HMIS standard responses.

Category	Total HOPWA eligible persons Served with Housing Assistance
i. Continuing in the HOPWA program from the prior operating year	89
New HOPWA eligible Persons living with HIV/AIDS (beginning HOPWA services during Operating Year)	
ii. Place not meant for human habitation (such as a vehicle, abandoned building, bus/train/subway station/airport, or outside)	88
iii. Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	93
iv. Transitional housing for homeless persons	130
v. Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	38
vi. Psychiatric hospital or other psychiatric facility	14
vii. Substance abuse treatment facility or detox center	60
viii. Hospital (non-psychiatric facility)	19
ix. Foster care home or foster care group home	2
x. Jail, prison or juvenile detention facility	52
xi. Rented room, apartment, or house	723
xii. House you own	56

xiii.	Staying or living in someone else's (family and friends) room, apartment, or house	144
xiv.	Hotel or motel paid for without emergency shelter voucher	
xv.	Other	
xvi.	Don't Know or Refused	
xvii.	TOTAL (add item i-xvi)	1508

2. Beneficiaries

Demographics of Total Number of HOPWA Beneficiaries Served with Housing Assistance. Please report the demographic information for the total number of HOPWA eligible individuals living with HIV/AIDS and all associated members of their household who received HOPWA Housing Assistance (resided with HOPWA eligible individuals living with HIV/AIDS). Indicate the age, gender, and race and ethnicity for all beneficiaries. The sum of **each** of the following categories should equal the total number of beneficiaries served with HOPWA housing assistance.

a. Total Number of HOPWA Beneficiaries Served with Housing Assistance

Individuals and Families Served through Housing Assistance	Total Number
i. Number of individuals with HIV/AIDS who received HOPWA housing assistance (from item 1a, line i above)	1508
ii. Number of other persons residing with the above eligible individuals in HOPWA-assisted housing	389
iii. TOTAL number of <u>beneficiaries</u> served with Housing Assistance (lines i + ii)	1897

b. Age and Gender

Category	Male	Female
i. Under 18	68	80
ii. 18 to 30 years	129	117
iii. 31 to 50 years	711	591
iv. 51 years and Older	116	85

c. Race and Ethnicity*

	Racial Categories	Total Beneficiaries Served with Housing Assistance	Total Beneficiaries who are also Hispanic or Latino		Category	Total Beneficiaries Served with Housing Assistance	Total Beneficiaries who are also Hispanic or Latino
i.	American Indian/Alaskan Native	4	1	vi.	American Indian/Alaskan Native & White	7	0
ii.	Asian	0	0	vii.	Asian & White	0	0
iii.	Black/African American	1032	66	viii.	Black/African American and White	0	0
iv.	Native Hawaiian/Other Pacific Islander	0	0	ix.	American Indian/Alaskan Native & Black/African American	0	0
v.	White	772	250	x.	Other Multi-Racial	82	12

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

3. Households

Household Area Median Income: Please indicate the area median income for all households served with Housing Assistance. Total households served should equal the number of households in Part 2C (5). For information on area median income in your area, please refer to www.hud.gov.

Percentage of area median income by area		Households Served with Housing Assistance
i.	0-30% of area median income (extremely low)	995
ii.	31-50% of area median income (very low)	253
iii.	51-60% of area median income (low)	193
iv.	61-80% of area median income (low)	67

Part 2: Overview of Grant Activities - Summary of All Projects

B. Budget and Grant Sources for Project Leveraging

All grantees receiving funds under the HOPWA program must complete this chart for each operating year. Please identify the amount and source(s) of cash resources leveraged from other sources, and used in delivery or operation of HOPWA activities. Identification of in-kind and donated services, value of buildings, etc., are not requested. Use additional pages if necessary.

Available HOPWA Funding	i) HOPWA 3-year grant award:	\$
	ii) Prior year(s) Expenditures (for this grant only):	\$
	iii) Current year Expenditure:	\$2,906,000.00
	iv) Current HOPWA balance: (equals i – [ii+iii])	\$241,478.32

Sources of Leveraging (cash resources)		Total Amount of Leveraged Dollars (for this operating year)
	HOPWA (other formula/competitive grants). Information for collection purposes only, not considered leveraging.	\$
1.	Federal government (please specify): CDC Nyela Project	\$322,658.00
	RW Title I	\$546,123.99
	RW Title II	\$118,255.00
	CDC Brother to Brother & Brother Network	\$364,643.00
2.	State government (please specify)	\$
	DOH Brothers United	\$175,000.00
	Medicaid- Project AIDS Care	\$144,000.00
	ARTAS	\$10,223.16
3.	Local government (please specify)	\$
	Citizen Commission for Children (Orange Co.)	\$33,300.00
		\$
		\$
4.	Foundations and other private cash resources (please specify)	\$
	Susan Komen Foundation	\$15,000.00
	Dr. Phillips Foundation	\$3,200.00
	Asthma Project	\$55,000.00
5.	Resident rent payments in facilities	\$
6.	Grantee/project sponsor (Agency) cash	\$
7.	TOTAL (Sum of 1-6; same as Part 2C item 21)	\$1,787,403.15

For information purposes only: Leveraged cash resources may include: CDBG, HOME, ESG, SHP, S+C, SRO Mod Rehab, Housing Choice Vouchers (Section 8), PHA units, Supportive Housing for Persons with Disabilities/Elderly (Section 811/202), Low Income Housing Tax Credits (LIHTC), Historic Tax Credits, USDA Rural Housing Service, Ryan White CARE Act programs, other federal programs at HHS, VA, DOL, etc, state funds, local government funds, and private philanthropy. While other HOPWA funds may be used in conjunction with this grant, the amounts are not counted as leveraging for purposes of the grant application selection or criteria and performance is reported under the applicable HOPWA grant

Leveraged Funds include other funds used for on-site or other specific activities directly connected to serving HOPWA clients, at the activity or program level.

Part 2: Overview of Grant Activities - Summary of All Projects

C. Performance and Expenditure Information

Instructions: The following chart is a summary of all grant activities included in this APR. Please enter aggregate information from all project sponsors that received HOPWA funds from the grantee during the operating year by reporting the total number of households by housing subsidy type and the number of households assisted in housing facilities along with the total amount of HOPWA funds expended in each category. Please note items 1-5 and 9-14 are measured in households and 6 and 7 are measured in housing units. The Total Housing Assistance number provided represents the unduplicated number of households assisted during the operating year (the annual output measure for HOPWA Program). Please indicate the amount and source(s) of leveraged funds from other sources that are directly connected to the HOPWA effort, including any households supported with these funds. Please include the project-leveraging (cash resources) total for all project sponsors and grantee activities. Please refer to the definitions section for clarification on terminology.

Housing Subsidy Assistance		Number of Households Receiving HOPWA Assistance	Amount of HOPWA Funds Expended	Number of Households Receiving Related Support with Non-HOPWA Sources	Amount of Leveraged Funds Expended
1.	Tenant-based Rental Assistance	237	1,034,196.36	0	0
2a	Facility-based units that receive operating subsidy: <u>Number of households supported</u>	208	767,514.00	0	0
2b	Facility-based units developed with capital funds and placed in service during the operating year: <u>Number of households supported</u>				
3.	Short-term Rent, Mortgage, and Utility Assistance	875	926,282.72	0	0
4.	Adjustment to eliminate duplication (subtract)	(0)	(0)	(0)	(0)
5.	Total Housing Assistance (unduplicated)	1320	2,727,993.08	0	0
Housing Development (Construction and Stewardship of facility-based housing)		Number of Units Receiving HOPWA Assistance	Amount of HOPWA Funds Expended	Number of Units Receiving Related Support with Non-HOPWA Sources	Amount of Leveraged Funds Expended
6.	Facility-based units being developed with capital funding but not yet opened (show units of housing planned)				
7.	Stewardship units subject to 3- or 10-year use periods				
8.	Total Housing Development				
Supportive Services (excluding Housing Placement Activities)		Number of Households Receiving HOPWA Assistance	Amount of HOPWA Funds Expended	Number of Households Receiving Related Support with Non-HOPWA Sources	Amount of Leveraged funds from Other Sources
9a	Supportive Services in conjunction with HOPWA housing activities (for total households assisted item 5) ¹	1508	721,363.98	0	0
9b	Supportive Services NOT in conjunction with housing activities (HOPWA funded Supportive Services Only) ²	0	0	0	0
10	Adjustment to eliminate duplication (subtract)	0	0	0	(0)

11	Total Supportive Services	1508	721363.98	0	0
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Housing Placement Assistance Activities ³					
12.	Housing Information Services	0	0	0	0
13.	Permanent Housing Placement Services	188	173,310.87	0	0
14.	Total Housing Placement Assistance	188	173,310.87	0	0
Administration and Management Services					
15.	Resource Identification to establish, coordinate and develop housing assistance resources (includes Technical Assistance in Community Residence)		100,000.00		0
16.	Project Outcomes/Program Evaluation (if approved)		0		0
17.	Grantee Administration (maximum 3% of total of HOPWA grant)		87,180.00		0
18.	Project Sponsor Administration (maximum 7% of total of HOPWA grant)		238,370.94		0
19.	Other Activity (if approved in grant agreement) Specify:	0	0	0	0
20.	Total Administration & Management				
Total Expended					
21.	Total Expenditures (sum of lines 5, 8, 11, 14 & 20)		425,550.94		

NOTE: The term Household is used as the main reporting category when gathering information on housing subsidy assistance (such as TBRA and STRMU) and for residents of facilities. Housing units is the term generally used to describe the size of the housing facility or community residence that was planned or under development with program funds as seen in Part 3B. or in the stewardship units ONLY section. Once in operation, it is possible that a unit in a facility may assist more than one household during the operating year, as tenants move in and out of that unit, for example, in residency in a transitional facility or relocation to other housing. The use of households as the standard measure for individuals assisted will help track this changeover of tenants, with information provided in the outcome section.

1. Supportive Services in conjunction with HOPWA Housing Assistance: if money is spent on case management and employment training, outcomes must be reported in Access to Care and Support (See Part 2D Section 2 a and b Support in conjunction with HOPWA-funded Housing Assistance)
2. Supportive Services not in conjunction with HOPWA Housing Assistance: if money is spent on case management and employment training, outcomes must be reported in Access to Care and Support (See Part 2D Section 2 c Support not in conjunction with HOPWA-funded Housing Assistance)
3. Housing Placement Activities: if money is spent on housing placement activities in conjunction with HOPWA Housing Assistance outcomes must be reported in Access to Care and Support (See Part 2D Section 2 a and b Support in conjunction with HOPWA-funded Housing Assistance); if not in conjunction with HOPWA Housing Assistance outcomes must be reported in Access to Care and Support (See Part 2D Section 2 c Support not in conjunction with HOPWA-funded Housing Assistance).

Part 2: Overview of Grant Activities - Summary of All Projects

D. HOPWA Performance Outcomes

Section: 1) Housing Stability

- In column 1, provide the total number of eligible households that received HOPWA housing assistance, by type of housing subsidy assistance. The information provided should coincide with the households provided in Part 2C, items 1-3.
- In column 2, enter the number of eligible households continuing to access each type of housing subsidy assistance (may involve a temporary absence of not more than 90 days for treatment purposes, with an intent to return).
- In column 3, enter the number of eligible households within each specified type of housing assistance who left the program component during the operating year by their housing destination. If a household fractured during the operating year, report only on the destination of the eligible individual living with HIV/AIDS. Refer to the destination codes that appear in Part 4: Appendix: Worksheet on Determining HOPWA Outcomes and Connections with HMIS. If uncertain how to categorize a particular destination, please refer to the glossary for definitions of destination codes.

Type of Housing Assistance	[1] Total Number of Households Receiving HOPWA Assistance	[2] Number of Households Continuing	[3] Number of Exited Households Component and Destination
Tenant-based Rental Assistance	237	131	1 (Emergency Shelter) =
			2 (Temporary Housing) =
			3 (Private Housing) = 54
			4 (Other HOPWA) = 3
			5 (Other Subsidy) = 1
			6 (Institution) =
			7 (Jail/Prison) =
			8 (Disconnected) = 48
			9 (Death) =
Facility-based Housing Assistance	208	117	1 (Emergency Shelter) =
			2 (Temporary Housing) = 18
			3 (Private Housing) = 26
			4 (Other HOPWA) = 19

			5 (Other Subsidy) = 3
			6 (Institution) =
			7 (Jail/Prison) = 2
			8 (Disconnected) = 16
			9 (Death) = 7
Short-term Housing Assistance	Total Number of Households Receiving HOPWA Assistance	Of the Total number Households Receiving STRMU Assistance this operating year	Status of STRMU Assisted Households at the End of Operating Year
Short-term Rent, Mortgage, and Utility Assistance	875	What number of those households received STRMU Assistance in the prior operating year: <input type="text"/>	1 (Emergency Shelter) = 2
			2 (Temporary Housing) = 242
			3 (Private Housing)* = 568
			4 (Other HOPWA) = 31
			5 (Other Subsidy) = 10
			6 (Institution) = 0
			7 (Jail/Prison) = 2
			8 (Disconnected) = 15
			9 (Death) = 7
		What number of those households received STRMU Assistance in the two (2) prior operating years (ago): <input type="text"/>	

Note: The total of column 2 (number of households continuing HOPWA assistance in the next operating year) and column 3 (number of households that exited the program) should equal column 1 (total number of households served during the operating year).

**For more information on Housing Stability Outcomes, please refer to Part 4: Appendix found on page 23*

Part 2: Overview of Grant Activities - Summary of All Projects
D. HOPWA Performance Outcomes

Section: 2) Access to Care and Support

a. Support in conjunction with HOPWA-funded Housing Assistance. Please report on the access to care and support for households receiving case management, employment training, and/or housing placement assistance (**ONLY**) that is in conjunction with HOPWA-funded housing assistance only (See Part 2C, item 9-a, 12 and 13). Report on the household status at program entry (or beginning of operating year for households continuing from previous year) and program exit (or end of operating year for households continuing services in the following operating year), if eligible individual living with HIV/AIDS accessed services.

Category of Services Accessed	Number of Households receiving HOPWA Housing Assistance		Number of jobs that included health benefits
	At Entry or Continuing	At Exit or Continuing	
i. Has a housing plan for maintaining or establishing stable on-going residency	1508	1508	
ii. Had contact with a case manager/benefit counselor at least once in the last three months (or consistent with the schedule specified in their individualized service plan)	1508	1508	
iii. Had contact with a primary health care provider at least once in the last three months (or consistent with the schedule specified in their individualized service plan)	1508	1508	
iv. Had medical insurance coverage or medical assistance			
v. Obtained an income-producing job created by this project sponsor during the year			
vi. Obtained an income-producing job outside this agency during the year			

b. Income. Report the household monthly income of households receiving case management, employment training, and/or housing placement assistance (**ONLY**) that is in conjunction with HOPWA-funded housing assistance (See Part 2C, box 9-a).

	A. Monthly Household Income at Entry or Residents continuing from prior Year End	Number of Households
i.	No income	480
ii.	\$1-150	24
iii.	\$151 - \$250	109
iv.	\$251- \$500	120
v.	\$501 - \$1,000	620
vi.	\$1001- \$1500	105
vii.	\$1501- \$2000	37
viii.	\$2001 +	13

	B. Monthly Household Income at Exit/End of Year	Number of Households
i.	No income	480
ii.	\$1-150	24
iii.	\$151 - \$250	109
iv.	\$251- \$500	120
v.	\$501 - \$1,000	620
vi.	\$1001- \$1500	105
vii.	\$1501- \$2000	37
viii.	\$2001 +	13

c. Support NOT in conjunction with HOPWA-funded Housing Assistance. Please report on the access to care and support only for households receiving case management, employment training, and/or housing placement assistance (ONLY) that is not in conjunction with HOPWA-funded housing assistance (See Part 2C, item 9-b, 12 and 13). Report on the household status at program entry (or beginning of operating year for households continuing from previous year) and program exit (or end of operating year for households continuing services in the following operating year), if eligible individual living with HIV/AIDS accessed services.

Category of Services Accessed	Number of Households receiving HOPWA Housing Assistance		Number of jobs that included health benefits
	At Entry or Continuing	At Exit or Continuing	
i. Has a housing plan for maintaining or establishing stable on-going residency	0	0	
ii. Had contact with a case manager/benefit counselor at least once in the last three months (or consistent with the schedule specified in their individualized service plan)	0	0	
iii. Had contact with a primary health care provider at least once in the last three months (or consistent with the schedule specified in their individualized service plan)	0	0	
iv. Had medical insurance coverage or medical assistance	0	0	
v. Obtained an income-producing job created by this project sponsor during the year		0	0
vi. Obtained an income-producing job outside this agency during the year		0	0

