



**Consolidated Plan  
Annual Action Plan  
2017-18**

**Program Year: July 1, 2017 - June 30, 2018**

## CR-05 - Goals and Outcomes

### Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

#### 91.520(a)

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

This report is the final CAPER for a 2013 five-year Consolidated Plan. The state has made significant progress toward establishing priorities specific to the development of affordable housing units that are accessible and targeted to special needs housing. These efforts have resulted in state housing policy development, coordinated efforts to provide community-based housing and services for individuals with intellectual/developmental disabilities, and dedicated state resources for affordable housing, permanent supportive housing, and rapid re-housing.

In addition, the state has worked to develop in coordination with Virginia CoCs standard performance measures. On-going coordination and the restructuring of funding priorities have resulted a significant reduction in homelessness in Virginia.

DHCD met at least 75 percent of the five-year goals in all goal areas with the exception of homeless reduction (number of households served with prevention and number of shelter nights provided). In both cases, this results from a strategy adjustment that leveraged state resources for prevention and shelter as needed and transitioned federal resources to focus on rapid re-housing assistance. These changes have resulted in significant improvements in homelessness in Virginia.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete
Create competitive and sustainable communities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	490860	117133	23.86%

Create competitive and sustainable communities	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	523	125	23.90%
Create competitive and sustainable communities	Non-Housing Community Development	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	1675	547	32.66%
Create competitive and sustainable communities	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	700	877	125.29%
Create competitive and sustainable communities	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	68	66	97.06%
Decrease numbers experiencing homelessness	Homeless	HOME: \$ / ESG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	500	13194	2,638.80%
Decrease numbers experiencing homelessness	Homeless	HOME: \$ / ESG: \$	Housing for Homeless added	Household Housing Unit	10	51	510.00%
Increase number of special needs housing units	Affordable Housing Non-Homeless Special Needs	HOME: \$	Rental units constructed	Household Housing Unit	75	106	141.33%
Increase number of special needs housing units	Affordable Housing Non-Homeless Special Needs	HOME: \$	Rental units rehabilitated	Household Housing Unit	75	80	106.67%

Increase number of special needs housing units	Affordable Housing Non-Homeless Special Needs	HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	250	200	80.00%
Increase the number of affordable housing units	Affordable Housing	HOPWA: \$ / HOME: \$	Rental units constructed	Household Housing Unit	75	495	660.00%
Increase the number of affordable housing units	Affordable Housing	HOPWA: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	75	847	1,129.33%
Increase the number of affordable housing units	Affordable Housing	HOPWA: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	20	59	295.00%
Increase the number of affordable housing units	Affordable Housing	HOPWA: \$ / HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	375	504	134.40%
Increase the number of affordable housing units	Affordable Housing	HOPWA: \$ / HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	750	936	124.80%

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

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

The Virginia CDBG program makes funding available to local governments for planning and implementing community development projects in non-entitlement localities. Each project and activity utilizing CDBG funding must meet a national objective .

Highest priority for CDBG projects are based off the regional priorities given by the Planning District Commissions localities are a part of. Based off the given ranking, projects are awarded points on if the project is higher on the regional priority score.

**CR-15 - Resources and Investments 91.520(a)**

**Identify the resources made available**

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	17,174,745	11,554,804
HOME	HOME	7,782,050	6,503,993
HOPWA	HOPWA	849,580	640,540
ESG	ESG	2,902,037	2,668,291
Other	Other	3,821,341	80,976

**Table 2 - Resources Made Available**

**Narrative**

DHCD expended more than \$21 million in HUD funds during the 2017 - 2018 program year.

**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

**Table 3 – Identify the geographic distribution and location of investments**

**Narrative**

Not applicable.

CDBG: In meeting the CDBG National objectives, the program makes funding available to local governments for planning and implementing community development projects. We will continue to evaluate the geographic distribution of eligible applicants of non-entitlement localities.

## Leveraging

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

Three primary housing initiatives continue to account for most of the leverage. Federal and state low-income housing tax credits stimulated private sector investment in affordable rental housing projects. The permanent financing (mortgage) that accompanies each affordable housing unit in the Homeownership Assistance Program accounts for a significant amount of leveraged private sector funding. Additionally, the availability of state, other federal and private sector funds to address various aspects of homelessness also accounts for a sizable amount of the funding leveraged by the CPD annual allocation.

ESG match requirements were met with state general fund resources for rapid re-housing, shelter operations, and homeless prevention. The HOME match was met with the Virginia Housing Trust Fund.

CDBG: We do not have a defined match requirement. In the review process of applicants for the Competitive round, we evaluate the leverage in the area of Costs and Commitments (out a total ranking of 1000 points this area carries a maximum scoring 125 points which commitments accounts for 64% of the 125 points). In the area of Economic Development Open Submission, the required amount for private investment from the business is based on the locality's fiscal stress which may range from \$100,000 to 3 million dollars.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	33,913,893
2. Match contributed during current Federal fiscal year	1,070,879
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	34,984,772
4. Match liability for current Federal fiscal year	771,194
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	34,213,578

**Table 4 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
State Housing Trust Fund	07/01/2018	1,070,879	0	0	0	0	0	1,070,879

Table 5 – Match Contribution for the Federal Fiscal Year

**HOME MBE/WBE report**

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
537,725	713,397	83,443	0	1,167,679

Table 6 – Program Income

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	<b>Total</b>	<b>Minority Business Enterprises</b>				<b>White Non-Hispanic</b>
		<b>Alaskan Native or American Indian</b>	<b>Asian or Pacific Islander</b>	<b>Black Non-Hispanic</b>	<b>Hispanic</b>	
<b>Contracts</b>						
Dollar Amount	117,350	0	0	0	0	117,350
Number	3	0	0	0	0	3
<b>Sub-Contracts</b>						
Number	1	0	0	0	0	1
Dollar Amount	12,000	0	0	0	0	12,000
	<b>Total</b>	<b>Women Business Enterprises</b>	<b>Male</b>			
<b>Contracts</b>						
Dollar Amount	117,350	0	117,350			
Number	3	0	3			
<b>Sub-Contracts</b>						
Number	1	0	1			
Dollar Amount	12,000	0	12,000			

**Table 7 - Minority Business and Women Business Enterprises**

## CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	3,700	6,207
Number of Non-Homeless households to be provided affordable housing units	386	401
Number of Special-Needs households to be provided affordable housing units	183	367
<b>Total</b>	<b>4,269</b>	<b>6,975</b>

Table 8 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	550	6,374
Number of households supported through The Production of New Units	73	136
Number of households supported through Rehab of Existing Units	469	401
Number of households supported through Acquisition of Existing Units	103	64
<b>Total</b>	<b>1,195</b>	<b>6,975</b>

Table 9 – Number of Households Supported

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

This is the fifth of a five-year Consolidated Plan. DHCD exceeded plan year goals. Please note that DHCD based results on the number of households served with HOPWA and ESG rental assistance and all affordable housing units provided with HOME funds.

**Discuss how these outcomes will impact future annual action plans.**

DHCD developed the new 2018 five-year Consolidated Plan based, in part, on a review of prior year results. The 2018 Consolidated Plan will continue efforts to increase the overall availability of affordable housing and to provide affordable housing for special needs populations.

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

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	36	20
Low-income	70	428
Moderate-income	25	96
<b>Total</b>	<b>131</b>	<b>544</b>

**Table 10 – Number of Households Served**

**Narrative Information**

CDBG and HOME programs focus on serving those most in need. As a result 92 percent (619 of 675) of those served served directly with HOME and CDBG during the 2017/2018 program year were low and extremely low-income households.

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

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

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

The state requires that all Virginia CoCs and individual service providers utilize a coordinated assessment system. The coordinated assessment system must assure that all homeless persons are assessed by a common tool and receive appropriate services based on the standards of care. The coordinated assessment must assure access to services for individuals experiencing homelessness especially unsheltered persons through a "no wrong door" and "no side door" approach.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The Commonwealth of Virginia leverages both state and federal resources to address the needs of homelessness individuals and families. These resources include those for prevention, rapid re-housing, and shelter operations. The state's goals are to reduce the number of individuals experiencing homelessness, to shorten the length of homelessness, and to reduce the numbers of people returning to homelessness.

The commonwealth has transitioned to a CoC-based application process for the allocation of both state and federal homeless assistance and prevention funding. CoC application reviews and funding levels are based, in part, on local alignment with these state goals. These measures have helped to reduce homelessness in Virginia.

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

The Commonwealth of Virginia leverages state resources to divert low-income individuals and families from homelessness. The state's program requires that homeless prevention providers participate in coordinated assessment systems and that prevention resources are targeted to those seeking homeless assistance in order to better target those most likely to become homeless.

### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to**

**permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

State goals and a transition to CoC-based funding have better aligned state resources to focus on permanent housing. A total of 3,145 homeless households were rapidly re-housed through coordinated local efforts across the state. These efforts contributed to continued reductions in homelessness in Virginia.

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

**Actions taken to address the needs of public housing**

Not applicable.

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

While DHCD requires that CHDO projects involve tenants in management decisions, DHCD is not a state housing authority and does not have authority over any local housing authorities.

**Actions taken to provide assistance to troubled PHAs**

There are no PHAs with troubled status in Virginia at this time.

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

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

DHCD works through public forums and the annual Governor's Housing Conference DHCD along with other key partners such as the Virginia Housing Coalition and Housing Opportunities Made Equal to help identify and encourage the removal of public policies that serve as a barrier to affordable housing.

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

DHCD's HOME funded Affordable and Special Needs Housing program, a development financing program for affordable rental and homebuyer development, has been redesigned to better meet the needs of underserved populations. Beginning with the 2014 – 2015 program year all applications for funding must include a Site and Neighborhood Standard form and the review panel considers project location as an important part of the overall project selection criteria.

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

DHCD considered proposed measures to address lead-based paint hazards in its selection process for the Affordable and Special Needs Housing program. Projects receiving ASNH investments are required to maintain the property to assure continued lead-based paint hazards compliance. DHCD conducts regular property standards inspection to monitor for compliance. In addition, sub-recipients are required to give notice, conduct visual inspections, and required mediations for all homeowner rehabilitation and direct homebuyer assistance programs.

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

DHCD's goals, programs, and policies benefit families in Virginia by providing homeless assistance and prevention services that seek to either keep families in their homes or help them find permanent housing. These programs address barriers to housing and focus on leveraging mainstream resources whereby families may access resources reducing their level of poverty.

Housing development activities seek to provide affordable housing to moderate to very-low-income housing households. These activities also include homeownership assistance and Individuals Development Accounts (IDA) that help families build financial assets and improve their overall personal wealth, as well as a demonstration project to help move residents from areas of highly concentrated poverty to neighborhoods with lower poverty concentrations. Other programs managed through DHCD work to improve overall economic conditions. In these cases, DHCD provides help developing needed

infrastructure and technical assistance that helps communities to be competitive and sustainable.

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

DHCD works with many different organizations, both public and private, to carry out the Consolidated Plan. The community economic development activities are carried out through contractual agreements with units of local government. Please note that while individual localities are not listed, a total of nearly 300 localities are considered a part of the institutional delivery system. The housing activities, both production and preservation activities, are accomplished through partnerships with units of local government, non-profits, housing developers, and specifically through partnerships with state-certified Community Housing Development Organizations (CHDOs). Homelessness, HIV/AIDS, and other special needs services result from DHCD's relationship with Continuums of Care and a network of non-profit service providers including shelters and units of local government across the state of Virginia.

Appropriate service coverage and the logistics of getting the funding and activities to the areas of need within Virginia are on-going challenges. The solution in many cases is long-term and evolving. DHCD works with community-based organizations to develop local assets for meeting local needs. DHCD puts special emphasis on CHDO development and encourages partnerships and collaborations in the work that is done.

Public housing authorities (PHAs) are components in the statewide system for the delivery of affordable housing. Local housing authorities are established through the auspices of local government, subject to state enabling legislation. Neither the state nor DHCD specifically has direct oversight for local PHAs, however we may partner with these entities through a grantee or project sponsor relationship to complete local projects or activities.

DHCD does certify local plans and projects' consistency with the state program's Consolidated Plan. DHCD has recently invested in several Rental Assistance Demonstration (RAD) projects, efforts led by local PHAs to recapitalize the aging inventory of affordable housing.

The Governor has made housing a priority with a special emphasis on homelessness, disabilities, and other special housing needs that recognize the linkages between housing and economic development.

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

The state has an established program that is a coordinated effort between multiple state agencies involving public and private housing and state and local service providers. This pilot is focused on transitioning developmental/intellectual disabled individuals from institutional settings to those housing within communities. Lessons-learn from both the initial implementation and its expansion will help to develop overall statewide coordination between public and private housing and social service agencies. Currently, this effort has been expanded to address housing needs of the seriously mentally ill

population.

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

Applicants for the Affordable and Special Needs Housing (ASNH) program (HOME program that develops affordable rental units) must submit affirmative marketing plans. These plans are reviewed by DHCD staff at the time of application. Affirmative marketing plans are threshold requirements for ASNH funding. Any project selected through the application process must implement the approved affirmative marketing plan.

Onsite compliance reviews monitor for compliance with the affirmative marketing plan once the ASNH projects are complete and in operation.

Other actions taken during the program year include:

DHCD staff, including the HOME program staff, participated in Fair Housing training.

DHCD is sponsoring Fair Housing session to be held in coordination with the Governor's Housing Conference.

DHCD partners including HOME rental property managers. In addition, DHCD includes a Fair Housing component in the annual HOME Rental Property Management Training.

DHCD has identified staff with language proficiencies in Spanish as well as other languages. These staff resources will be utilized as needed within the agency. DHCD's website can be accessed in other languages as well.

Please see attached document for more information.

## **CR-40 - Monitoring 91.220 and 91.230**

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

All programs have standards and procedures that grantees/awardees must adhere. Grantees/awardees are monitored based on established programmatic policies and procedures that include risk assessments, onsite file reviews and desk reviews as appropriate to the program.

Where applicable, grantees are required to comply with minority business outreach, Section 3, 504 and fair housing. Awardees are monitored in these regards where appropriate.

DHCD has recently implemented a standardized risk assessment tool that DHCD will utilize across all programs and funding sources.

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

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

For performance reports notices are published in several newspapers across the commonwealth in August with written comments accepted through mid-September.

All notices included the address, phone number, TDD and time for submitting comments. The draft CAPER information is published online and made available in hard copy as requested.

**CR-45 - CDBG 91.520(c)**

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

CDBG changes - Housing Rehabilitation: Vacant properties are no longer to be included within the project area Low-Moderate Income Calculation.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

## **CR-50 - HOME 91.520(d)**

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

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

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

The following projects were inspected during the program year. There were no property standard violations noted during the inspections:

Sandston Apts.  
Cornerstone  
Rutledge Hills  
Central City  
Rivermeade  
Yorktown Square  
Lafayette Elderly  
Church Manor  
Grady Crescent  
Checed Warwick  
Spicers Mill  
Parkview Gdns.  
Pearisburg Dpx.  
Meadowview  
Atrium Apts.  
Northway Apts.  
Old Farm Village  
Angelwood at Caroline  
Angelwood  
Angelwood II  
The Forest at Angelwood  
Independence House  
James River Apt.  
Studios South Richmond

Veterans Apt.  
Armstrong Place  
Victoria Ridge  
South Bay Apt.  
Gosnold Apt.  
The Crossings at 4th and Preston

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

Applicants for the Affordable and Special Needs Housing (ASNH) program (HOME program that develops affordable rental units) must submit affirmative marketing plans. These plans are reviewed by DHCD staff at the time of application. Affirmative marketing plans are threshold requirements for ASNH funding. Any project selected through the application process must implement the approved affirmative marketing plan. Onsite compliance reviews monitor for compliance with the affirmative marketing plan once the ASNH projects are complete and in operation.

Other actions taken during the program year include:

- DHCD staff, including the HOME program staff, participated in Fair Housing training.
- DHCD is sponsoring Fair Housing conference held in August.
- DHCD includes a Fair Housing component in the annual HOME rental Property Management Training.
- DHCD has identified staff with language proficiencies in Spanish as well as other languages. These staff resources will be utilized as needed within the agency. DHCD's website can be accessed in other languages as well.

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

The HOME program received \$713,396.95 in local account receipts (July 1, 2017 – June 30, 2018). A total of \$83,442.97 in program income was expended during the same period to support a number of HOME activities including:

- Direct Assistance to First Time Homebuyers (at or below 80 percent AMI)
- Homeowner Rehabilitation (at or below 80 percent AMI)
- Rental Development (new construction and rehabilitation at or below 60 AMI)

The balance will be allocated July 1, 2018 – June 30, 2019 program year.

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

DHCD targets its HOME funds toward the development and preservation of affordable housing in the commonwealth. Approximately 75 percent of projects receiving HOME funds have LIHTC commitments. The LIHTCs are administered through a sister agency (Virginia Housing Development Authority or VHDA). DHCD and VHDA have mechanisms in place to share project information. VHDA is the servicer of the ASNH loans on most projects funded through the ASNH program.

## CR-55 - HOPWA 91.520(e)

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

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

<b>Number of Households Served Through:</b>	<b>One-year Goal</b>	<b>Actual</b>
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	150	177
Tenant-based rental assistance	50	70
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	0	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0	0

**Table 11 – HOPWA Number of Households Served**

### Narrative

Please see the full HOPWA CAPER report for details.

# 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	VIRGINIA
Organizational DUNS Number	809391881
EIN/TIN Number	541083047
Identify the Field Office	RICHMOND
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Richmond/Henrico, Chesterfield, Hanover Counties CoC

##### ESG Contact Name

Prefix	Ms
First Name	Kathy
Middle Name	0
Last Name	Robertson
Suffix	0
Title	Associate Director

##### ESG Contact Address

Street Address 1	600 E. Main St.
Street Address 2	0
City	Richmond
State	VA
ZIP Code	-
Phone Number	8042253129
Extension	0
Fax Number	0
Email Address	kathy.robertson@dhcd.virginia.gov

##### ESG Secondary Contact

Prefix	Ms
First Name	Lyndsi
Last Name	Austin
Suffix	0
Title	Associate Director
Phone Number	8043717122
Extension	0
Email Address	Lyndsi.Austin@dhcd.virginia.gov

## 2. Reporting Period—All Recipients Complete

**Program Year Start Date** 07/01/2017  
**Program Year End Date** 06/30/2018

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

**Subrecipient or Contractor Name:** HELPING OVERCOME POVERTY'S EXISTENCE , INC

**City:** Wytheville

**State:** VA

**Zip Code:** 24382, 2211

**DUNS Number:** 839713468

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 39365

**Subrecipient or Contractor Name:** LYNCHBURG COMMUNITY ACTION GROUP, INC. (LYN-CAG)

**City:** Lynchburg

**State:** VA

**Zip Code:** 24504, 1602

**DUNS Number:** 087345906

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 17971

**Subrecipient or Contractor Name:** CARPENTER'S SHELTER

**City:** Alexandria

**State:** VA

**Zip Code:** 22314, 1621

**DUNS Number:** 617049671

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 114989

**Subrecipient or Contractor Name:** COUNCIL OF COMMUNITY SERVICES

**City:** Roanoke

**State:** VA

**Zip Code:** 24004, 0598

**DUNS Number:** 926483611

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 60663

**Subrecipient or Contractor Name:** HAMPTON DEPT. OF HUMAN SERVICES

**City:** Hampton

**State:** VA

**Zip Code:** 23669, 3801

**DUNS Number:** 066019902

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Unit of Government

**ESG Subgrant or Contract Award Amount:** 140016

**Subrecipient or Contractor Name:** MERCY HOUSE

**City:** Harrisonburg

**State:** VA

**Zip Code:** 22803, 1478

**DUNS Number:** 797416971

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 55846

**Subrecipient or Contractor Name:** NEW RIVER COMMUNITY ACTION

**City:** Radford

**State:** VA

**Zip Code:** 24141, 1591

**DUNS Number:** 070426770

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 43523

**Subrecipient or Contractor Name:** PEOPLE INCORPORATED OF VIRGINIA

**City:** Abingdon

**State:** VA

**Zip Code:** 24210, 4703

**DUNS Number:** 030683395

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 83170

**Subrecipient or Contractor Name:** ST. JOSEPH'S VILLA

**City:** Richmond

**State:** VA

**Zip Code:** 23227, 1306

**DUNS Number:** 616823048

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 141517

**Subrecipient or Contractor Name:** THURMAN BRISBEN CENTER

**City:** Fredericksburg

**State:** VA

**Zip Code:** 22402, 1295

**DUNS Number:** 807058714

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 14526

**Subrecipient or Contractor Name:** DOORWAYS FOR WOMEN (FMFFH)

**City:** Arlington

**State:** VA

**Zip Code:** 22210, 3185

**DUNS Number:** 199005174

**Is subrecipient a victim services provider:** Y

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 77260

**Subrecipient or Contractor Name:** FAMILY CRISIS SUPPORT SERVICES, INC. (GHE)

**City:** Norton

**State:** VA

**Zip Code:** 24273, 0692

**DUNS Number:** 613784446

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 22348

**Subrecipient or Contractor Name:** FIRST STEP

**City:** Harrisonburg

**State:** VA

**Zip Code:** 22801, 4016

**DUNS Number:** 948971510

**Is subrecipient a victim services provider:** Y

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 7431

**Subrecipient or Contractor Name:** FORKIDS, INC.

**City:** Norfolk

**State:** VA

**Zip Code:** 23508, 0044

**DUNS Number:** 019787092

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 141463

**Subrecipient or Contractor Name:** HANOVER SAFE PLACE

**City:** Ashland

**State:** VA

**Zip Code:** 23005, 1326

**DUNS Number:** 311415701

**Is subrecipient a victim services provider:** Y

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 41721

**Subrecipient or Contractor Name:** MICAH ECUMENICAL MINISTRIES (RP)

**City:** Fredericksburg

**State:** VA

**Zip Code:** 22402, 3277

**DUNS Number:** 806993700

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 111597

**Subrecipient or Contractor Name:** NORTHERN VIRGINIA FAMILY SERVICE

**City:** Oakton

**State:** VA

**Zip Code:** 22124, 2764

**DUNS Number:** 162818561

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 35152

**Subrecipient or Contractor Name:** WOMEN'S RESOURCE CENTER OF THE NEW RIVER VALLEY, INC.

**City:** Radford

**State:** VA

**Zip Code:** 24143, 0477

**DUNS Number:** 144214103

**Is subrecipient a victim services provider:** Y

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 28786

**Subrecipient or Contractor Name:** HOMEAGAIN

**City:** Richmond

**State:** VA

**Zip Code:** 23220, 0222

**DUNS Number:** 123575573

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 46955

**Subrecipient or Contractor Name:** YWCA OF SHR  
**City:** Norfolk  
**State:** VA  
**Zip Code:** 23508, 2043  
**DUNS Number:** 101729812  
**Is subrecipient a victim services provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 41123

**Subrecipient or Contractor Name:** Eastern Shore of Virginia Housing Alliance  
**City:** Accomac  
**State:** VA  
**Zip Code:** 23301, 1557  
**DUNS Number:** 847842929  
**Is subrecipient a victim services provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 42302

**Subrecipient or Contractor Name:** Help and Emergency Response, Inc.  
**City:** Portsmouth  
**State:** VA  
**Zip Code:** 23702, 0187  
**DUNS Number:** 198318594  
**Is subrecipient a victim services provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 49768

**Subrecipient or Contractor Name:** The Haven Shelter and Services Inc.  
**City:** Warsaw  
**State:** VA  
**Zip Code:** 22572, 4266  
**DUNS Number:** 014699842  
**Is subrecipient a victim services provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 10218

**Subrecipient or Contractor Name:** The Laurel Center  
**City:** Winchester  
**State:** VA  
**Zip Code:** 22601, 4049  
**DUNS Number:** 198223273  
**Is subrecipient a victim services provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 15807

**Subrecipient or Contractor Name:** STEPS, Inc.  
**City:** Farmville  
**State:** VA  
**Zip Code:** 23901, 2660  
**DUNS Number:** 198175572  
**Is subrecipient a victim services provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 21105

**Subrecipient or Contractor Name:** New Hope Housing, Inc.  
**City:** Alexandria  
**State:** VA  
**Zip Code:** 22309, 2426  
**DUNS Number:** 173377243  
**Is subrecipient a victim services provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 115353

**Subrecipient or Contractor Name:** City of Charlottesville  
**City:** Charlottesville  
**State:** VA  
**Zip Code:** 22902, 5325  
**DUNS Number:** 074745829  
**Is subrecipient a victim services provider:** N  
**Subrecipient Organization Type:** Unit of Government  
**ESG Subgrant or Contract Award Amount:** 71778

**Subrecipient or Contractor Name:** ACTS - Action in Community Through Service

**City:** Dumfries

**State:** VA

**Zip Code:** 22026,

**DUNS Number:** 052280195

**Is subrecipient a victim services provider:** Y

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 53868

**Subrecipient or Contractor Name:** Choices, Council on Domestic Violence for Page Co., Inc.

**City:** Luray

**State:** VA

**Zip Code:** 22835, 1235

**DUNS Number:** 060650541

**Is subrecipient a victim services provider:** Y

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 19696

**Subrecipient or Contractor Name:** Cornerstones

**City:** Reston

**State:** VA

**Zip Code:** 20190, 5360

**DUNS Number:** 621477835

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 73925

**Subrecipient or Contractor Name:** Empowerhouse

**City:** Fredericksburg

**State:** VA

**Zip Code:** 22408, 1816

**DUNS Number:** 162026868

**Is subrecipient a victim services provider:** Y

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 43147

**Subrecipient or Contractor Name:** Judeo-Christian Outreach Center

**City:** Virginia Beach

**State:** VA

**Zip Code:** 23451, 5641

**DUNS Number:** 809291883

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 28038

**Subrecipient or Contractor Name:** Portsmouth Volunteers for the Homeless, Inc.

**City:** Portsmouth

**State:** VA

**Zip Code:** 23704, 3113

**DUNS Number:** 099493913

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 38

**Subrecipient or Contractor Name:** PWC DSS Homeless Services

**City:** Woodbridge

**State:** VA

**Zip Code:** 22192,

**DUNS Number:** 003096740

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Unit of Government

**ESG Subgrant or Contract Award Amount:** 35151

**Subrecipient or Contractor Name:** Project Horizon

**City:** Lexington

**State:** VA

**Zip Code:** 24450, 2336

**DUNS Number:** 801979295

**Is subrecipient a victim services provider:** Y

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 748

**Subrecipient or Contractor Name:** Samaritan House, Inc.  
**City:** Virginia Beach  
**State:** VA  
**Zip Code:** 23452, 7414  
**DUNS Number:** 861096600  
**Is subrecipient a victim services provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 36473

**Subrecipient or Contractor Name:** Tri-County Community Action Agency  
**City:** South Boston  
**State:** VA  
**Zip Code:** 24592, 7124  
**DUNS Number:** 170935357  
**Is subrecipient a victim services provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 3738

**Subrecipient or Contractor Name:** Shelter House, Inc.  
**City:** Reston  
**State:** VA  
**Zip Code:** 20191, 1653  
**DUNS Number:** 627380512  
**Is subrecipient a victim services provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 72447

**Subrecipient or Contractor Name:** Aids Response Effort, Inc.  
**City:** Winchester  
**State:** VA  
**Zip Code:** 22601, 3872  
**DUNS Number:** 940846678  
**Is subrecipient a victim services provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 37337

**Subrecipient or Contractor Name:** Arlington Street Peoples' Assistance Network, Inc  
**City:** Arlington  
**State:** VA  
**Zip Code:** 22206, 2353  
**DUNS Number:** 029464588  
**Is subrecipient a victim services provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 74384

**Subrecipient or Contractor Name:** Miriam's House  
**City:** Lynchburg  
**State:** VA  
**Zip Code:** 24503, 2766  
**DUNS Number:** 835699075  
**Is subrecipient a victim services provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 23298

**Subrecipient or Contractor Name:** STEP, Inc.  
**City:** Rocky Mount  
**State:** VA  
**Zip Code:** 24151, 1285  
**DUNS Number:** 144197746  
**Is subrecipient a victim services provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 27998

**Subrecipient or Contractor Name:** The Planning Council  
**City:** Norfolk  
**State:** VA  
**Zip Code:** 23513, 2416  
**DUNS Number:** 175284785  
**Is subrecipient a victim services provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 81576

**Subrecipient or Contractor Name:** Volunteers of America Chesapeake

**City:** Lanham

**State:** MD

**Zip Code:** 20706, 1309

**DUNS Number:** 520610547

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 101025

**Subrecipient or Contractor Name:** Transitional Housing Barn

**City:** Bristow

**State:** VA

**Zip Code:** 20136, 1217

**DUNS Number:** 026902044

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 35152

**Subrecipient or Contractor Name:** Housing Families First

**City:** Richmond

**State:** VA

**Zip Code:** 23223, 4913

**DUNS Number:** 005615377

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 53355

**Subrecipient or Contractor Name:** Bridges to Independence

**City:** Arlington

**State:** VA

**Zip Code:** 22201, 2125

**DUNS Number:** 198157109

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 48914

**Subrecipient or Contractor Name:** Southside Survivor Response Center, Inc.

**City:** Martinsville

**State:** VA

**Zip Code:** 24112, 2925

**DUNS Number:** 196085187

**Is subrecipient a victim services provider:** Y

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 8552

**Subrecipient or Contractor Name:** CANDII, Inc (dba ACCESS AIDS Care/LGBT Center of Hampton Roads)

**City:** Norfolk

**State:** VA

**Zip Code:** 23517, 1304

**DUNS Number:** 809285851

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 38971

**Subrecipient or Contractor Name:** Operation Renewed Hope Foundation

**City:** Alexandria

**State:** VA

**Zip Code:** 22310, 2928

**DUNS Number:** 078296247

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 30951

**Subrecipient or Contractor Name:** Loisann's Hope House

**City:** Fredericksburg

**State:** VA

**Zip Code:** 22401, 5617

**DUNS Number:** 873112205

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 39196

## CR-65 - Persons Assisted

### 4. Persons Served

Please note, DHCD leverages ESG primarily for rapid re-housing assistance. DHCD uses state resources to fund a full range of homeless assistance and prevention activities. The following data reflects only ESG funded activities.

#### 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
<b>Total</b>	<b>0</b>

Table 16 – Household Information for Homeless Prevention Activities

#### 4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	3,225
Children	2,472
Don't Know/Refused/Other	1
Missing Information	3
<b>Total</b>	<b>5,701</b>

Table 17 – Household Information for Rapid Re-Housing Activities

#### 4c. Complete for Shelter

Number of Persons in Households	Total
Adults	213
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>213</b>

Table 18 – Shelter Information

#### 4d. Street Outreach

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

Table 19 – Household Information for Street Outreach

#### 4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	3,438
Children	2,472
Don't Know/Refused/Other	1
Missing Information	3
<b>Total</b>	<b>5,914</b>

Table 20 – Household Information for Persons Served with ESG

#### 5. Gender—Complete for All Activities

	Total
Male	2,622
Female	3,264
Transgender	8
Don't Know/Refused/Other	10
Missing Information	10
<b>Total</b>	<b>5,914</b>

Table 21 – Gender Information

## 6. Age—Complete for All Activities

	<b>Total</b>
Under 18	2,473
18-24	461
25 and over	2,974
Don't Know/Refused/Other	3
Missing Information	3
<b>Total</b>	<b>5,914</b>

Table 22 – Age Information

## 7. Special Populations Served—Complete for All Activities

### Number of Persons in Households

<b>Subpopulation</b>	<b>Total</b>	<b>Total Persons Served – Prevention</b>	<b>Total Persons Served – RRH</b>	<b>Total Persons Served in Emergency Shelters</b>
Veterans	237	0	209	38
Victims of Domestic Violence	1,001	0	972	29
Elderly	204	0	164	40
HIV/AIDS	27	0	27	0
Chronically Homeless	406	0	370	36
<b>Persons with Disabilities:</b>				
Severely Mentally Ill	218	0	165	53
Chronic Substance Abuse	28	0	25	3
Other Disability	299	0	190	109
Total (Unduplicated if possible)	0	0	0	0

Table 23 – Special Population Served

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

### 10. Shelter Utilization

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	6,720
Total Number of bed-nights provided	6,370
Capacity Utilization	94.79%

Table 24 – Shelter Capacity

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

Shelter utilization is based on shelter operations supported with ESG resources. Only one agency received ESG shelter assisted during the 2017 - 2018 program year. DHCD uses state resources to fund shelter operation.

## CR-75 – Expenditures

### 11. Expenditures

#### 11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Homelessness Prevention</b>	<b>0</b>	<b>0</b>	<b>0</b>

Table 25 – ESG Expenditures for Homelessness Prevention

#### 11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Expenditures for Rental Assistance	1,099,114	1,078,767	1,064,069
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	446,431	456,009	413,487
Expenditures for Housing Relocation & Stabilization Services - Services	1,000,327	1,013,927	1,082,175
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Rapid Re-Housing</b>	<b>2,545,872</b>	<b>2,548,703</b>	<b>2,559,731</b>

Table 26 – ESG Expenditures for Rapid Re-Housing

#### 11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Essential Services	0	0	2,294
Operations	0	0	0
Renovation	0	0	0

Major Rehab	0	0	0
Conversion	0	0	0
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>2,294</b>

Table 27 – ESG Expenditures for Emergency Shelter

**11d. Other Grant Expenditures**

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Street Outreach	0	0	0
HMIS	0	0	535
Administration	206,422	205,571	78,992

Table 28 - Other Grant Expenditures

**11e. Total ESG Grant Funds**

Total ESG Funds Expended	2015	2016	2017
	2,752,294	2,754,274	2,641,552

Table 29 - Total ESG Funds Expended

**11f. Match Source**

	2015	2016	2017
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	2,752,294	2,754,274	2,641,552
Local Government	0	0	0
Private Funds	0	0	0
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
<b>Total Match Amount</b>	<b>2,752,294</b>	<b>2,754,274</b>	<b>2,641,552</b>

Table 30 - Other Funds Expended on Eligible ESG Activities

**11g. Total**

<b>Total Amount of Funds Expended on ESG Activities</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
	5,504,588	5,508,548	5,283,104

**Table 31 - Total Amount of Funds Expended on ESG Activities**

**Attachment**  
**Fair Housing**

## Summary of Action Taken to Address the Impediments to Fair Housing

1. DHCD finalized the 2018 Analysis of the Impediments (AI) to Fair Housing based on statewide input and its citizen participation plan.
2. Discrimination in the rental and sales housing markets. Particularly, discrimination in the rental housing market based on disability, race, national origin, and familial status: *DHCD includes in written agreements with housing developers a clause that the owner/developer must certify that it will comply with affirmative marketing (24 CFR 92.351), nondiscrimination and civil rights (24 CFR 92.350) requirements. Tenant selection plans are subject to DHCD approval. DHCD conducts onsite rental project monitoring throughout the HUD required affordability period to assure long-term compliance with these requirements. DHCD conducts onsite reviews to confirm that properties display fair housing logos and materials. DHCD conducts file reviews to confirm compliance with tenant selection plans.*
3. Constraints in the mortgage lending market. Minorities experience higher denial rates in the mortgage markets at all income levels, particularly at the lowest income levels in the conventional loan market. Subprime mortgages are also an issue of note for minority borrowers: *DHCD provides both homeowner assistance with rehabilitation and down payment and closing costs assistance to first-time homebuyers. DHCD provides both of these activities through contracts with DHCD subrecipients. DHCD contractually requires subrecipients affirmatively market the assistance and to assure nondiscrimination and civil rights.*
4. Need for additional fair housing education and outreach among real estate agents, landlords, housing providers, local officials and individuals: *In addition to outreach through specific programs DHCD provides education opportunities through its annual Governor's Housing Conference. This conference is widely attended by members of the real estate industry, localities, housing developers, and service providers. The 2017 Virginia Governor's Housing Conference included the following sessions related to fair housing:*
  - *Diversity and Inclusion: Winning the Training Game*
  - *The Future of Inclusionary Housing in Virginia*
  - *Housing Mobility: Confronting Housing Inequality for Housing Choice Vouchers*
  - *Fostering Community Inclusiveness Through Life Skills and Education*
  - *Inclusive Outreach Strategies for Hard to Reach Low-Income Residents*
  - *Who's Being Left Out of the Housing Market?*
  - *Inclusive Downtowns: Aging in Place and Elderly Friendly Strategies*
  - *Fair Housing Reforms in Virginia's Mobile Home Communities*
  - *Beyond Discrimination: Identifying Housing Policies with Hidden Impact*
  - *Community Land Trusts: Inclusive Communities*
  - *Using Data to Foster Healthy and Equitable Communities*

DHCD provides staff fair housing education opportunities. In September 2017, staff attended the Redlining in Richmond exhibit at the Richmond Black History Museum. DHCD was a financial sponsor (\$10,000) and staff attended the Confronting Barriers: Strategies for Housing Equality conference in September 2017.

5. Disproportionate effects of certain local ordinances on members of various protected classes: *While DHCD does not have authority over localities; it does seek to provide education on the impact of local ordinances. The 2017 Governor’s Housing Conference included sessions specifically addressing these issues (see list above).*
  
6. Availability and access to quality affordable housing; there are a large number of low-income households in need of affordable housing and there are a large number of cost-burdened households, especially in the rental housing market: *DHCD administers programs that provide homeowner rehabilitation, down payment assistance, and rental development assistance; all to specifically preserve or create affordable and safe housing targeted to low-income households. During the 2016 – 2017 program year DHCD assisted XX existing low-income households with homeowner rehabilitation assistance, targeted to rural areas of Virginia to help assure that households have safe and affordable housing. In addition, DHCD provided first-time homebuyer assistance to 64 low/moderate income households. DHCD’s Affordable and Special Needs Housing (ASNH) program provides financial assistance to new construction and rehabilitation rental projects. Eleven ASNH projects were completed during the program year creating a total of 567 units of housing. Most of these are affordable to 60 percent or below area median income (AMI) and 121 are designated as home-assisted units.*

**Unit Geographic Locations**

DHCD provides assistance to help create affordable housing units and to preserve existing affordable units. The majority (nine) of the rental projects completed during the program year are projects that were existing affordable housing project with expiring subsidies and in need of rehabilitation in order to remain affordable to the residents. HUD classifies three of these as HOME new construction, because the construction was outside of the original footprint. Two of these projects are in areas designated as revitalization areas.

Project Name	Location	Type	Minority Concentration	Area of Opportunity
Planters Woods	South Hill	Rental -Rehabilitation	42 percent	Revitalization
Brookland Park Plaza	Richmond	Rental -Rehabilitation	92 percent	Revitalization
Wickham Pond	Crozet	Homebuyer	12 percent	Opportunity
Lochlyn Hill	Charlottesville	Homebuyer	18 percent	Opportunity
Habitat JCC	Williamsburg	Homebuyer	20 percent	Opportunity
Covenant Heights V	Rockingham	Homebuyer	17 percent	Opportunity
Cypress Terrace	Newport News	Rental -Rehabilitation	71 percent	Revitalization
Oyster Point	Newport News	Rental -Rehabilitation	99 percent	Revitalization
Church Street Station	Norfolk	Rental -New Construction	96 percent	Revitalization
Freedom Lane	Wytheville	Rental -New Construction	11 percent	Opportunity

**Expenditures on Fair Housing Related Activities**

*DHCD spent at least \$70,000 on fair housing related activities during the plan year. This includes a \$10,000 sponsorship for the Confronting Barriers: Strategies for Housing Equality conference in September 2017. This conference was widely attended by many different stakeholders including a number of DHCD staff. DHCD spent another \$60,000 on fair housing related training for staff provided through Governor's Housing Conference.*

**Public Hearing Dates and Notices**

*DHCD held a public hearing and posted online for input for the Consolidated Plan and the AI. DHCD held a public hearing on March 30, 2018 with a public comment period closing on April 16, 2018. DHCD ran 2017 – 2018 CAPER legal notice during the week of August 6, 2018 in four newspaper; Virginia Pilot; the Roanoke Times, the Richmond Times Dispatch; and the Richmond Free Press. DHCD's website content has language translation options and instructions for individuals needing accommodation are included both online and in the public notice. DHCD provides outreach efforts through homeless services input sessions including representation from Virginia Continuum of Care as well as other input opportunities. DHCD requires that subrecipients include outreach efforts to accommodate underserved, such as minorities, the disabled, and low and very low-income persons/families.*



U.S. Department of Housing and Urban Development  
 Office of Community Planning and Development  
 Integrated Disbursement and Information System  
 List of Activities by Program Year and Project  
 VIRGINIA

DATE: 05-15-18  
 TIME: 10:13  
 PAGE: 2

Plan Year	OMB Project	Project	OMB Activity ID	Activity Name	Program	Activity Status	Fiscal Amount	Draw Amount	Offset
2017	37	Project Total York Co.-Oyster Shells Phase II- MY1	13261	York Co.-Clayton Gardens MY2-Joint Utilization	COBG	Open	\$0.00	\$0.00	\$0.00
			13262	York Co.-Clayton Gardens MY2-Improve Oyster Beds	COBG	Open	\$4,200,000	\$3,500,000	\$3,500,000
			13263	York Co.-Clayton Gardens MY2-Owner Occupied Homes	COBG	Open	\$50,000,000	\$0.00	\$0.00
	38	Project Total Bouquinn/Virginia Road Hub	13264	Boyle IIR-Southern VA Food Hub	COBG	Open	\$60,000,000	\$4,500,000	\$4,500,000
			13265	Boyle IIR-Boyle VA Food Hub-Drive	COBG	Open	\$20,000,000	\$20,000,000	\$20,000,000
			13266	Boyle IIR-Boyle VA Food Hub-Drive	COBG	Open	\$40,000,000	\$34,500,000	\$34,500,000
	39	Project Total Hidden Valley Water System Phase 2	13267	Hidden Valley Water System Phase 2-Implement Urban	COBG	Open	\$20,000,000	\$2,500,000	\$2,500,000
			13268	Hidden Valley Water System Phase 2	COBG	Open	\$1,000,000	\$1,000,000	\$1,000,000
			13269	Hidden Valley Water System Phase 2	COBG	Open	\$3,000,000	\$0.00	\$0.00
	40	Project Total Gloucester View Neighborhood	13270	Gloucester View Neighborhood MY1-Admin	COBG	Open	\$337,500.00	\$4,000.00	\$4,000.00
			13271	Gloucester View Neighborhood MY1-Admin	COBG	Open	\$4,000.00	\$16,200.00	\$16,200.00
			13272	Gloucester View Neighborhood MY1-Admin	COBG	Open	\$111,000.00	\$0.00	\$0.00
13273			Gloucester View Neighborhood MY1-Substantial	COBG	Open	\$248,750.00	\$0.00	\$0.00	
13274			Gloucester View Neighborhood MY1-Substantial	COBG	Open	\$2,000,000	\$0.00	\$0.00	
13275			Gloucester View Neighborhood MY1-Substantial	COBG	Open	\$175,950.00	\$0.00	\$0.00	
41	Project Total Brunswick Co.-Noise Road Mapping Rehabilitation Project	13276	Brunswick Co.-Noise Road Mapping Rehabilitation	COBG	Open	\$88,000.00	\$16,200.00	\$16,200.00	
		13277	Brunswick Co.-Noise Road Mapping Rehabilitation	COBG	Open	\$203,000.00	\$4,030.20	\$55,000.00	
		13278	Brunswick Co.-Noise Road Mapping Rehabilitation	COBG	Open	\$0.00	\$0.00	\$0.00	
		13279	Brunswick Co.-Noise Road Mapping Rehabilitation	COBG	Open	\$43,000.00	\$15,000.00	\$15,000.00	
		13280	Brunswick Co.-Noise Road Mapping Rehabilitation	COBG	Open	\$250.00	\$284.38	\$284.38	
		13281	Brunswick Co.-Noise Road Mapping Rehabilitation	COBG	Open	\$35,700.00	\$4,000.00	\$4,000.00	
42	Project Total Lee Co.-Frog Level Phase II Water Project	13282	Lee Co.-Frog Level Phase II Water Project	COBG	Open	\$0.00	\$0.00	\$0.00	
		13283	Lee Co.-Frog Level Phase II Water Project	COBG	Open	\$2,700,000.00	\$24,800.00	\$24,800.00	
		13284	Lee Co.-Frog Level Phase II Water Project	COBG	Open	\$517,500.00	\$1,100.00	\$1,100.00	
43	Project Total Norton BRP-Substantial	13285	Norton BRP-Substantial	COBG	Open	\$525,000.00	\$0.00	\$0.00	
		13286	Norton BRP-Substantial	COBG	Open	\$100,000.00	\$10,000.00	\$10,000.00	
		13287	Norton BRP-Substantial	COBG	Open	\$200,000.00	\$35,000.00	\$35,000.00	
44	Project Total Norton BRP-Substantial	13288	Norton BRP-Substantial	COBG	Open	\$700,000.00	\$15,800.00	\$15,800.00	
		13289	Norton BRP-Substantial	COBG	Open	\$0.00	\$0.00	\$0.00	
		13290	Norton BRP-Substantial	COBG	Open	\$0.00	\$0.00	\$0.00	

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Plan Year	EDIS Project	Project	Activity ID	Activity Name	Activity Status	Program	Funded Amount	Draw Amount	Balance
2017	46	DeWitt Housing Phasing Project	15210	Blaney Housing Rehabilitation Project-Admin	Open	17PZC	\$41,500.00	\$4,000.00	\$40,500.00
	47	Project Total					\$41,500.00	\$4,000.00	\$40,500.00
	47	Walden BOC&Tecumseh Senior Project 17-13	15250	Testing Senior Project Admin 17-13	Open	COBG	\$15,400.00	\$1,250.00	\$16,650.00
			15204	Tecumseh Senior Project - Elevator Improvements 17-13	Open	COBG	\$5,500.00	\$0.00	\$5,500.00
	48	Project Total					\$17,650.00	\$1,250.00	\$17,400.00
	48	King George Broadband Strategic Planning Grant 17-PG-03	15204	Broadband Strategic Planning Grant	Open	COBG	\$30,000.00	\$8,325.00	\$21,675.00
	48	Project Total					\$30,000.00	\$8,325.00	\$21,675.00
	48	Suzanne County Regional Livestock Program 17-LJN-16	15300	Swine-Livestock-Expanded Housing Rehabilitation 17-LJN-16	Open	COBG	\$30,000.00	\$8,325.00	\$21,675.00
			10270	Suzanne-Project-Orchard Housing Rehabilitation 17-LJN-16	Open	COBG	\$3,000.00	\$0.00	\$3,000.00
			15374	Suzanne-Substantial Homelessness Demonstration Housing 17-LJN-16	Open	COBG	\$2,000.00	\$1,100.00	\$9,000.00
			15372	Suzanne-Substantial Homelessness Demonstration Housing 17-LJN-16	Open	COBG	\$9,000.00	\$0.00	\$9,000.00
			15373	Suzanne-Substantial Homelessness Demonstration Housing 17-LJN-16	Open	COBG	\$9,000.00	\$0.00	\$9,000.00
			15374	Construction Demonstration 17-LJN-16	Open	COBG	\$9,000.00	\$0.00	\$9,000.00
	50	Project Total					\$60,000.00	\$8,325.00	\$51,675.00
	50	Old Town Madison Heights Main BI Project, 18P1 17-01	15376	Owner Occupied Rehabilitation 17-01 WY1	Open	COBG	\$0.00	\$0.00	\$0.00
			15378	Investor-Occupied Rehabilitation 17-01	Open	COBG	\$0.00	\$0.00	\$0.00
			15380	Substantial Homelessness Demonstration 17-01	Open	COBG	\$9.00	\$0.00	\$9.00
			15381	Construction & Demolition 17-01	Open	COBG	\$0.00	\$0.00	\$0.00
			15382	Animal-Sheen Water Improvements 17-01	Open	COBG	\$0.00	\$0.00	\$0.00
	51	Project Total					\$9.00	\$0.00	\$9.00
	51	County of Amherst Construction of Flood Waller & Sewer Pump 17-24	15383	Animal-Water & Sewer Improvement 17-24	Open	CFED	\$0.00	\$0.00	\$0.00
	52	Project Total					\$0.00	\$0.00	\$0.00
	52	Blaney Housing Rehabilitation Project 17-03	15384	Owner-Occupied Rehabilitation 17-03	Open	COBG	\$0.00	\$0.00	\$0.00
			15387	DeWitt-Project-Orchard Rehabilitation 17-04	Open	COBG	\$0.00	\$0.00	\$0.00
			15388	DeWitt-Substantial Homelessness Demonstration - Owner-Occupied 17-03	Open	COBG	\$0.00	\$0.00	\$0.00
			15389	DeWitt-Substantial Homelessness Demonstration - Owner-Occupied 17-04	Open	COBG	\$0.00	\$0.00	\$0.00
			15390	DeWitt-Substantial Homelessness Demonstration - Owner-Occupied 17-04	Open	COBG	\$0.00	\$0.00	\$0.00
	55	Project Total					\$0.00	\$0.00	\$0.00
	55	Essex Water Reservoir Phase 4 17-06	15401	Water Improvement 17-06	Open	COBG	\$0.00	\$0.00	\$0.00
	55	Project Total					\$0.00	\$0.00	\$0.00
	Program Total						\$1,016,207.00	\$128,704.84	\$887,502.16
	2017 Total						\$1,016,207.00	\$128,704.84	\$887,502.16
	Program Grand Total						\$1,016,207.00	\$128,704.84	\$887,502.16

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Plan Year	2019 Project	Project	Activity ID	Activity Name	Activity Status	Program	Funded Amount	Income Amount	Balance
							19,109,287.90	\$928,704.04	14,377,582.38

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Program Year/ Project	IDIS Act ID	Activity Name	Prior Voucher Year	Line Item	Voucher Status	LOCES Start Date	Grant Year	Grant Number	Fund Type	Drawn Amount
2017 33	15245	Mechlenburg Co.-Qual Hollow Road Planning Grant	6138295	1	Completed	3/29/2018	2017	B17DC510001	EN	\$4,000.00
				1	Completed	5/24/2018	2017	B17DC510001	EN	\$20,000.00
				2	Completed	6/11/2018	2017	B17DC510001	EN	\$16,000.00
								Activity Total		\$40,000.00
2017 33	15253	Isle of Wight Co-Frm. James River Academy Planning Grant	6141531	1	Completed	4/11/2018	2017	B17DC510001	EN	\$3,500.00
										Activity Total
2017 33	15307	Albemarle-Southwood Redevelopment Phase 1 PG	6183122	4	Completed	0/21/2010	2015	B15DC510001	EN	\$8,100.00
										Activity Total
2017 33	15319	Alleghany Co.-Wingsville Comm. Revitalization PG	6168800	1	Completed	7/3/2018	2017	B17DC510001	EN	\$326.64
										Activity Total
								Project Total		\$1,926.64
2017 34	Sussex Co.-Hockahomus Neighborhood Improvement 15241	Sussex Co.-Pocahontas Neighborhood MY1- Admin Project	6161490	1	Completed	6/11/2018	2017	B17DC510001	EN	\$10,000.00
				1	Completed	7/31/2018	2017	B17DC510001	EN	\$1,350.00
				1	Completed	7/31/2018	2017	B17DC510001	EN	\$2,700.00
								Activity Total		\$14,050.00
								Project Total		\$14,050.00
2017 35	15246	Greenhouse Village Housing Production Phase 2	6150298	2	Completed	5/24/2018	2017	B17DC510001	EN	\$15,601.00

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Program Year/ Project	IOIS Act ID	Activity Name	Prior Voucher Year Number	Live From Status	AD Voucher From Status	LOCCS Start Date	Grant Year	Grant Number	Fund Type	Drawn Amount
2017 35	15247	Greenhouse Village Housing Production Phase 2	6156298	3	Completed	5/24/2016	2017	8170C510001	EN	52,030.00
				10	Completed	7/3/2018	2017	8170C510001	EN	54,150.00
				2	Completed	8/7/2018	2017	8170C510001	EN	51,740.00
							<b>Activity Total</b>			<b>\$1,628.00</b>
2017 35	15248	Greenhouse Village Housing Production Phase 2	6179174	1	Completed	4/9/2016	2017	8170C510001	EN	51,650.00
				4	Completed	5/24/2018	2017	8170C510001	EN	51,550.00
				11	Completed	7/3/2018	2017	8170C510001	EN	54,950.00
							<b>Activity Total</b>			<b>\$1,175.00</b>
2017 35	15249	Greenhouse Village Housing Production Phase 2	6156296	5	Completed	5/24/2016	2017	8170C510001	EN	51,500.00
				12	Completed	7/3/2018	2017	8170C510001	EN	54,950.00
				4	Completed	8/7/2018	2017	8170C510001	EN	52,350.00
							<b>Activity Total</b>			<b>\$8,800.00</b>
							<b>Project Total</b>			<b>46,323.00</b>
2017 38	35261	York Co.-Carver Gardens Phase 1C- HW1	6148284	1	Completed	4/12/2018	2017	8170C510001	EN	58,300.00
				5	Completed	6/1/2018	2017	8170C510001	EN	5400.00
				1	Completed	6/28/2018	2017	8170C510001	EN	5400.00
							<b>Activity Total</b>			<b>5400.00</b>
							<b>Project Total</b>			<b>\$9,500.00</b>

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Program Year/ Project	IDIS Act ID	Activity Name	Prior Voucher Year	Voucher Number	Line Item	Voucher Status	LOCES Send Date	Grant Year	Grant Number	Fund Type	Drawn Amount
2017 30	15264	Southern Virginia Food Hub		6161787	2	Completed	6/12/2018	2017	B17DC510001	EN	\$22,192.00
				6172894	2	Completed	7/23/2018	2017	B17DC510001	EN	\$5,964.00
				6188796	2	Completed	9/12/2018	2017	B17DC510001	EN	\$9,916.00
<b>Project Total</b>											9,580.00
2017 39	15385	Southern Virginia Food Hub		6161787	1	Completed	6/12/2018	2017	B17DC510001	EN	\$24,250.00
				6173894	1	Completed	7/23/2018	2017	B17DC510001	EN	\$8,580.00
				6188796	1	Completed	9/12/2018	2017	B17DC510001	EN	\$7,860.00
<b>Activity Total</b>											\$34,880.00
<b>Project Total</b>											73,062.00
2017 41	15389	Hidden Valley Water System Phase 2		6163928	1	Completed	6/19/2018	2017	B17DC510001	EN	\$4,650.00
				<b>Activity Total</b>							
<b>Project Total</b>											4,650.00
2017 42	15391	Galax-East View Neighborhood		6154448	1	Completed	5/18/2018	2017	B17DC510001	EN	\$12,000.00
				6191517	1	Pending	9/18/2018	2017	B17DC510001	EN	\$4,300.00
				<b>Activity Total</b>							
<b>Project Total</b>											16,300.00
2017 43	15310	Brunswick Co.-Oliver Road Housing Rehabilitation Project		6173268	1	Completed	7/20/2018	2017	B17DC510001	EN	\$2,333.74
				6173268	2	Completed	7/20/2018	2018	B18DC510001	PI	\$1,517.76
				6173894	4	Completed	7/23/2018	2017	B17DC510001	EN	\$584.95
				6185203	7	Completed	8/28/2018	2017	B17DC510001	EN	\$299.85
				<b>Activity Total</b>							
<b>Project Total</b>											\$4,736.29

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Program Year Project	AD	LOIS ACT ID	Activity Name	Prior Year	Voucher Number	Line Item	Voucher Status	LCCCS Send Date	Grant Year	Grant Number	Fund Type	Drawn Amount
2017 43	Brunswick Co.-Alvis Road Housing Rehabilitation Project	15312	Brunswick Co.-Alvis Road Housing Administration					5/24/2018	2017	81700510001	EN	\$14,300.00
				Y	6166283	3	Completed	8/28/2018	2017	81700510001	EN	\$1,000.00
												\$15,300.00
2017 43	Brunswick County-Alvis Road Housing Rehabilitation Project	15361	Brunswick County-Alvis Road Interim Assistance #17-02									
				Y	6166283	4	Completed	8/28/2018	2017	83700510001	EN	\$544.38
												\$544.38
2017 43	Brunswick Co.-Alvis Road Housing Rehabilitation Project	15352	Brunswick County-AMS Road Housing Clearance and Demo					7/20/2018	2017	81700510001	EN	\$533.00
					6173268	3	Completed	7/21/2018	2017	81700510001	EN	\$470.00
					6173894	3	Completed	8/28/2018	2017	81700510001	EN	\$3,500.00
				Y	6185293	6	Completed					\$4,500.00
												\$4,500.00
2017 44	Lee Co.- Frog Level Phase II Water Project	15329	Lee Co.- Frog Level Phase II Water Project - Admin.					5/8/2018	2017	81700510001	EN	\$9,625.00
					6151838	1	Completed					\$8,625.00
												\$8,625.00
2017 45	Norton BDR	15336	Norton BDR-Facade Improvements					9/4/2018	2016	81600510001	EN	\$10,000.00
					6186365	3	Completed					\$10,000.00
												\$10,000.00
2017 45	Norton BDR	15337	Norton BDR-administration					6/7/2018	2017	81700510001	EN	\$10,500.00
					6180503	1	Completed					\$10,500.00

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Program Year/ Project	IDIS ActID	Activity Name	AD	Prior Voucher Year	Voucher Year	Urg Item	Voucher Status	LOCCS Send Date	Grant Year	Grant Number	Fund Type	Drawn Amount
2017 45	Morton BDR	Norton BDR-Street Improvements		6186365	1	Completed	9/4/2018	2017	B17DC510001	EN	\$2,800.00	\$13,300.00
				6180503	2	Completed	6/7/2018	2017	B17DC510001	EN	\$6,330.00	
				6178639	3	Completed	8/7/2018	2017	B17DC510001	EN	\$19,886.00	
				6186365	2	Completed	9/4/2018	2017	B17DC510001	EN	\$6,484.50	
												\$32,800.50
												\$6,100.50
2017 46	Dillwyn Housing Rehab Project	Dillwyn Housing Rehab Project-Admin		6156575	1	Completed	5/24/2018	2017	B17DC510001	EN	\$4,000.00	\$4,000.00
												\$4,000.00
2017 47	Wes Co BDR-Tacoma Sewer Project 17-13	Tacoma Sewer Project Admin E7-13		6164957	1	Completed	6/19/2018	2017	B17DC510001	EN	\$11,250.00	\$11,250.00
												\$11,250.00
2017 48	King George Broadband Strategic Planning Grant 17-PG-09	Broadband Strategic Planning Grant		6169635	1	Completed	7/9/2018	2018	B18DC510001	PI	\$8,323.80	\$8,323.80
												\$8,323.80
												\$28,704.04

# HOPWA CAPER



## Housing Opportunities for Persons With AIDS (HOPWA) Program

### Consolidated Annual Performance and Evaluation Report (CAPER) Measuring Performance Outcomes Virginia 2017 - 2018

OMB Number 2506-0133 (Expiration Date: 01/31/2021)

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. Reporting is required for all HOPWA formula grantees. The public reporting burden for the collection of information is estimated to average 41 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.

Previous editions are obsolete

form HUD-40110-D (Expiration Date: 01/31/2021)

**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 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 demonstrating coordination with other Consolidated Plan resources. HUD uses the CAPER data to obtain essential information on grant activities, project sponsors, 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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- A. Information on Individuals, Beneficiaries and Households Receiving HOPWA Housing Subsidy Assistance (TBRA, STRMU, PHP, Facility Based Units, Master Leased Units ONLY)
- B. Facility-Based Housing Assistance

**Continued Use Periods.** Grantees that used HOPWA funding for new construction, acquisition, or substantial rehabilitation of a building or structure are required to operate the building or structure 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 Report of Continued Project Operation throughout the required use periods. This report is included in Part 6 in CAPER. The required use period is three (3) years if the rehabilitation is non-substantial.

**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.**

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, 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, Housing Status or Destination at the end of the operating year, Physical Disability, Developmental Disability, Chronic Health Condition, Mental Health, Substance Abuse, Domestic Violence, Medical Assistance, and T-cell Count. Other HOPWA projects sponsors may also benefit from collecting these data elements. HMIS local data systems must maintain client confidentiality by using a closed system in which medical information and HIV status are only shared with providers that have a direct involvement in the client's case management, treatment and care, in line with the signed release of information from the client.

**Operating Year.** HOPWA formula grants are annually awarded for a three-year period of performance with three operating years. The information contained in this CAPER must represent a one-year period of HOPWA program operation that coincides with the grantee's program year; this is the operating year. More than one HOPWA formula grant awarded to the same grantee may be used during an operating year and the CAPER must capture all formula grant funding used during the operating year. Project sponsor accomplishment information must also coincide with the operating year this CAPER covers. Any change to the period of performance requires the approval of HUD by amendment, such as an extension for an additional operating year.

**Final Assembly of Report.** After the entire report is assembled, 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](mailto: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 7248, U.S. Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, D.C., 20410.

**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.

**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 are 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 criteria described in 2 CFR 200. 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 24 CFR 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 at 2 CFR 200.307.

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

**Project Sponsor Organizations:** Per HOPWA regulations at 24 CFR 574.3, 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.

**SAM:** All organizations applying for a Federal award must have a valid registration active at sam.gov. SAM (System for Award Management) registration includes maintaining current information and providing a valid DUNS number.

**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.

**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: 01/31/2021)

**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 24 CFR 574.3.

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

**1. Grantee Information**

<b>HUD Grant Number</b> VA17F989		<b>Operating Year for this report</b> <b>From (mm/dd/yy)</b> 07/01/2017 <b>To (mm/dd/yy)</b> 06/30/2018	
<b>Grantee Name</b> Commonwealth of Virginia - Department of Housing and Community Development			
<b>Business Address</b>		600 East Main Street	
<b>City, County, State, Zip</b>		Richmond	VA 23219 1321
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		54-1063047	
<b>DUN &amp; Bradstreet Number (DUNs):</b>		809 391 811	<b>System for Award Management (SAM):</b> Is the grantee's SAM status currently active? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide SAM Number:
<b>Congressional District of Grantee's Business Address</b>		Congressional District 3	
<b>*Congressional District of Primary Service Area(s)</b>			
<b>*City(ies) and County(ies) of Primary Service Area(s)</b>		Cities:	Counties:
<b>Organization's Website Address</b> www.dhod.virginia.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 24 CFR 574.3. Use this section to report on organizations involved in the direct delivery of services for client households.

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

<b>Project Sponsor Agency Name</b> AIDS Response Network		<b>Parent Company Name, if applicable</b>	
<b>Name and Title of Contact at Project Sponsor Agency</b>		John Nagley	
<b>Email Address</b>		jnagley@valleyhealth@nik.com	
<b>Business Address</b>		124 W. Piccadilly Street	
<b>City, County, State, Zip</b>		Winchester, VA 22601-3870	
<b>Phone Number (with area code)</b>		540-536-5394	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		54-1585248	
<b>DUN &amp; Bradstreet Number (DUNs):</b>		940846678	
<b>Congressional District of Project Sponsor's Business Address</b>		10th	
<b>Congressional District(s) of Primary Service Area(s)</b>		10 <sup>th</sup> , 7 <sup>th</sup> , 6 <sup>th</sup>	
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Winchester, Stephens City, Luray, Strasburg, New Market, Mt. Jackson, Middletown, Clearbrook, Edinburg, Toms Brook, Woodstock, Page	
<b>Total HOPWA contract amount for this Organization for the operating year</b>		\$99,661.17	
<b>Organization's Website Address</b>		www.aidsresponseeffort.org	
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

<b>Project Sponsor Agency Name</b> City of Charlottesville		<b>Parent Company Name, if applicable</b>	
<b>Name and Title of Contact at Project Sponsor Agency</b>		Mike Murphy	
<b>Email Address</b>		Murphym@charlottesville.org	
<b>Business Address</b>		907 E. Jefferson Street	
<b>City, County, State, Zip</b>		Charlottesville, VA 22902-5325	
<b>Phone Number (with area code)</b>		434-970-3116	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		54-6001202	
<b>DUN &amp; Bradstreet Number (DUNs):</b>		074745829	

Congressional District of Project Sponsor's Business Address	5 <sup>th</sup>	
Congressional District(s) of Primary Service Area(s)	5 <sup>th</sup>	
City(ies) and County(ies) of Primary Service Area(s)	Charlottesville, Staunton, Waynesboro	
Total HOPWA contract amount for this Organization for the operating year	\$213,012	
Organization's Website Address	www.charlottesville.org	
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>	Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  If yes, explain in the narrative section how this list is administered.	

Project Sponsor Agency Name Council of Community Services		Parent Company Name, if applicable	
Name and Title of Contact at Project Sponsor Agency	Matt Crookshank		
Email Address	mattc@chcblueridge.org		
Business Address	339 Salem Avenue SW		
City, County, State, Zip,	Roanoke, VA 24016-3606		
Phone Number (with area code)	540-266-7554		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	54-0718058	Fax Number (with area code)	
DUN & Bradstreet Number (DUNs):	926483613		
Congressional District of Project Sponsor's Business Address	6 <sup>th</sup>		
Congressional District(s) of Primary Service Area(s)	6 <sup>th</sup>		
City(ies) and County(ies) of Primary Service Area(s)	Covington, Radford, Salem, Alleghany, Bossert, Craig, Floyd, Giles, Montgomery, Pulaski, Roanoke		
Total HOPWA contract amount for this Organization for the operating year	\$154,748		
Organization's Website Address			
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>	Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  If yes, explain in the narrative section how this list is administered.		

Project Sponsor Agency Name FAHASS		Parent Company Name, if applicable	
Name and Title of Contact at Project Sponsor Agency	Marybeth Benz		
Email Address	director@FAHASS		
Business Address	415 Elm Street		
City, County, State, Zip,	Fredericksburg, VA 22401-3313		

Phone Number (with area code)			
Employer Identification Number (EIN) or Tax Identification Number (TIN)	54-1644118	Fax Number (with area code)	
DUN & Bradstreet Number (DUNs):	834428908		
Congressional District of Project Sponsor's Business Address	1 <sup>st</sup>		
Congressional District(s) of Primary Service Area(s)	1 <sup>st</sup> and 7 <sup>th</sup>		
City(ies) and County(ies) of Primary Service Area(s)	Orange, Rapahannock, Madison, Culpepper, King George, and Westmoreland		
Total HOPWA contract amount for this Organization for the operating year	\$118,752.82		
Organization's Website Address			
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>	Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  If yes, explain in the narrative section how this list is administered.		

Project Sponsor Agency Name Lynchburg Community Action Group	Parent Company Name, if applicable		
Name and Title of Contact at Project Sponsor Agency	Allethia Ingram		
Email Address	ingram@lyncag.org		
Business Address	1010 Mian Street 2 <sup>nd</sup> Floor		
City, County, State, Zip,	Lynchburg, VA 24504-1712		
Phone Number (with area code)	434-846-3174		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	54-0797340	Fax Number (with area code)	
DUN & Bradstreet Number (DUNs):	087345908		
Congressional District of Project Sponsor's Business Address	6 <sup>th</sup>		
Congressional District(s) of Primary Service Area(s)	6 <sup>th</sup>		
City(ies) and County(ies) of Primary Service Area(s)	Amherst, Appomattox, Bedford, Campbell, Prince Edward, Charlotte, Lunenburg, and Lynchburg		
Total HOPWA contract amount for this Organization for the operating year	\$73,924.90		
Organization's Website Address			
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>	Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  If yes, explain in the narrative section how this list is administered.		

Project Sponsor Agency Name Pittsylvania County Community Action	Parent Company Name, if applicable		
Name and Title of Contact at Project Sponsor Agency	Cadance Sparks		

Email Address	caparks@pccainc.org		
Business Address	707 Piney Forest Road		
City, County, State, Zip,	Danville, VA 24540-0707		
Phone Number (with area code)	434-793-5607		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	54-0805640	Fax Number (with area code)	
DUN & Bradstreet Number (DUNs):	5131259225		
Congressional District of Project Sponsor's Business Address	5th		
Congressional District(s) of Primary Service Area(s)	5 <sup>th</sup>		
City(ies) and County(ies) of Primary Service Area(s)	Pittsylvania, Halifax, Mecklenburg, Brunswick, and Danville		
Total HOPWA contract amount for this Organization for the operating year	\$97,652.11		
Organization's Website Address			
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>	Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  If yes, explain in the narrative section how this list is administered.		

Project Sponsor Agency Name	Harrisonburg Community Health Center			Parent Company Name, if applicable	
Name and Title of Contact at Project Sponsor Agency	Kim Whetzel				
Email Address	kwhetzel@hburgche.org				
Business Address	963 Reservoir Street				
City, County, State, Zip,	Harrisonburg, VA 22801-1019				
Phone Number (with area code)	540-432-3308				
Employer Identification Number (EIN) or Tax Identification Number (TIN)	020813294	Fax Number (with area code)			
DUN & Bradstreet Number (DUNs):	044250582				
Congressional District of Project Sponsor's Business Address	6 <sup>th</sup>				
Congressional District(s) of Primary Service Area(s)	6 <sup>th</sup>				
City(ies) and County(ies) of Primary Service Area(s)	Harrisonburg, Staunton, Waynesboro, Lexington, Augusta, Rockbridge, Bath, Highland, and southern Shenandoah, Page				
Total HOPWA contract amount for this Organization for the operating year	\$66,342				
Organization's Website Address					
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>	Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  If yes, explain in the narrative section how this list is administered.				

**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 mission of the Department of Housing and Community Development (DHCD) is to work in partnership “to make Virginia’s communities safe, affordable, and prosperous places in which to live, work, and do business.”

The 2017-18 Virginia Department of Housing and Community Development Program was administered through 7 project sponsors across the state of Virginia. These project sponsors provided housing assistance to 247 households. The assistance provided included:

- Short-term rent, utility, and mortgage assistance (STRUM);
- Tenant-based rental assistance (TBRA);
- Permanent Housing Placement;
- Housing Information Services; and
- Supportive Services

As an eligible state, the Commonwealth of Virginia receives a HOPWA formula grant, administered by the Department of Housing and Community Development (DHCD). Thereby, DHCD grants these HOPWA funds to eligible project sponsors (that operate outside the state’s EMSAs) following a competitive application process. Currently, the state HOPWA program encompasses 31,749 square miles.

Funds received through HOPWA only supported clients and programs within Virginia’s non-eligible metropolitan statistical areas. HOPWA eligible metropolitan areas receive their HOPWA allocations directly from HUD and have specific guidelines and separate processes not included within the Virginia HOPWA program process or program.

Virginia HOPWA Program Eligible Service Areas			
Counties of:			Independent Cities of:
Accomack	Franklin	Page	Bedford City
Albemarle	Frederick	Patrick	Bristol
Alleghany	Giles	Pittsylvania	Buena Vista
Amherst	Grayson	Prince Edward	Charlottesville
Appomattox	Greene	Pulaski	Covington
Augusta	Greensville	Rappahannock	Danville
Bath	Halifax	Richmond	Emporia
Bedford	Henry	Roanoke	Franklin City
Bland	Highland	Rockbridge	Galax
Botetourt	King George	Rockingham	Harrisonburg
Brunswick	Lancaster	Russell	Lexington
Buchanan	Lee	Scott	Lynchburg
Buckingham	Lunenburg	Shenandoah	Martinsville
Campbell	Madison	Smyth	Norton
Carroll	Mecklenburg	Southampton	Radford
Charlotte	Middlesex	Tazewell	Roanoke City
Craig	Montgomery	Washington	Salem
Culpeper	Nelson	Westmoreland	Staunton
Dickenson	Northampton	Wise	Waynesboro
Essex	Northumberland	Wythe	Winchester
Floyd	Nottoway		
Fluvanna	Orange		

Significantly, limited funds are available to meet all the needed housing assistance for moderate to low income individuals with HIV/AIDS in Virginia's non-eligible metropolitan statistical areas. As a result, the funds through this program were focused on direct housing assistance as needed and supportive services as a last resort only for the individuals receiving housing assistance through the HOPWA program. Project Sponsors are strongly encouraged to partner with other service providers (both public and private) to coordinate client services and fully leverage available resources in their particular service areas. At least 65 percent of the total HOPWA grant to any one grantee must be expended on direct housing assistance and no more than 35% can be expended on supportive services. Eligible housing activities (direct housing assistance) for this HOPWA program are:

- Tenant based rental assistance (TBRA)
- Short-term rental mortgage and utility assistance (STRMU)
- Permanent Housing Placement Services (Utility deposits)

The Department deducted from the State's allocation the allowable three percent for administration. These funds were used to pay staff costs associated with administering the HOPWA grant (including travel costs for required site visits, technical assistance, training, and other materials directly related to the program).

#### **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 operating year among different categories of housing and geographic areas to address needs throughout the grant service area, consistent with approved plans.

The state's HOPWA program is distributed through seven experienced HOPWA providers. The numbers served overall and by type of assistance have been fairly consistent over the past three years.

**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.

Most (96 percent) of those served with TBRA remained in stable permanent housing situations. This up from 93.5 percent in the prior year. Sixty-one (61) percent of those receiving STRMU were stable in what is considered permanent housing. This is down slightly from 70 percent in the prior year.

**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.

The state includes its HOPWA program in the community-based funding strategies used to encourage local community planning to prevent and end homelessness. This means that local communities must include HOPWA in their overall assessment of available resources and make appropriate measures to leverage these resources to meet identified local needs. State grantees must assure that all state and federal HOPWA and homeless services resources are coordinated with other local and mainstream resources.

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

The Department of Housing and Community Development continues to monitor project sponsors and provide ongoing technical assistance. No technical assistance needs outside of those measures already in place have been identified at this time.

**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.

Transportation barriers, limited affordable housing options, and criminal backgrounds are barriers that impact the state’s HOPWA program. The state’s program covers predominately rural areas with limited or no access to public transportation. This means that customers have barriers to accessing HOPWA services and healthcare. Existing housing and other housing opportunities are often not located in proximity to community services. Project sponsors are coordinating access to assessments and services with other service providers to outreach to HOPWA eligible households. Coordination and flexibility in accessing services are encouraged.

HOPWA eligible clients often require ongoing rent subsidies in order to maintain affordable housing. Unfortunately, HOPWA resources are limited and not a viable long-term solution. Project sponsors are encouraged to work closely with local housing authorities to help facilitate client access to long-term subsidies. All HOPWA clients are required to seek other mainstream resources as these are available.

HOPWA project sponsors in conjunction with their local Continuum of Care are working with landlords to help eliminate criminal backgrounds as a barrier for their clients.

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.

HOPWA funding is now being coordinated on a local level through the local Continuum of Care. This is helping to better leverage other local resources to address where appropriate housing and service needs.

3. Identify any evaluations, studies, or other assessments of the HOPWA program that are available to the public.  
No recent studies.

**End of PART 1**

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

**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	\$203,942	Rent assistance	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Ryan White-Other	\$416,500	Supportive services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Housing Choice Voucher Program			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Low Income Housing Tax Credit			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
HOME			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Continuum of 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:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:	\$10,358	CDBG; Housing Authority -rent	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:	\$23,000	CSB -support services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Private Funding			
Grants			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
In-kind Resources	\$27,300	Space and staff time	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Private:	\$3,500	United Way - meals	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Private:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Funding			
Grantee/Project Sponsor (Agency) Cash			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Resident Rent Payments by Client to Private Landlord	\$22,361		
<b>TOTAL (Sum of all Rows)</b>	<b>\$706,961</b>		

**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**

<b>Program Income and Resident Rent Payments Collected</b>		<b>Total Amount of Program Income (for this operating year)</b>
1.	Program income (e.g. repayments)	\$0
2.	Resident Rent Payments made directly to HOPWA Program	\$0
3.	<b>Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)</b>	\$0

**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.

<b>Program Income and Resident Rent Payment Expended on HOPWA programs</b>		<b>Total Amount of Program Income Expended (for this operating year)</b>
1.	Program Income and Resident Rent Payment Expended on Housing Subsidy Assistance costs	\$0
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	\$0
3.	<b>Total Program Income Expended (Sum of Rows 1 and 2)</b>	\$0

**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.

**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
<b>HOPWA Housing Subsidy Assistance</b>						
1. Tenant-Based Rental Assistance	50	70	0	0	\$323,427	\$327,779
2a. <b>Permanent Housing Facilities:</b> Received Operating Subsidies/Leased units (Households Served)	0	0	0	0	\$0	\$0
2b. <b>Transitional/Short-term Facilities:</b> Received Operating Subsidies/Leased units (Households Served)	0	0	0	0	\$0	\$0
3a. <b>Permanent Housing Facilities:</b> Capital Development Projects placed in service during the operating year (Households Served)	0	0	0	0	\$0	\$0
3b. <b>Transitional/Short-term Facilities:</b> Capital Development Projects placed in service during the operating year (Households Served)	0	0	0	0	\$0	\$0
4. Short-Term Rent, Mortgage and Utility Assistance	100	177	0	0	\$238,291	\$185,416
5. Permanent Housing Placement Services	20	32	0	0	\$4990	\$4990
6. Adjustments for duplication (subtract)	0	32	0	0		
7. <b>Total HOPWA Housing Subsidy Assistance</b> (Columns a – d equal the sum of Rows 1-5 minus Row 6; Columns e and f equal the sum of Rows 1-5)	150	247	0	0	\$566,706	\$518,185
<b>Housing Development (Construction and Stewardship of facility based housing)</b>						
<b>[1] Output: Housing Units</b>						
8. Facility-based units; Capital Development Projects not yet opened (Housing Units)	0	0	0	0	0	0
9. Stewardship Units subject to 3- or 10- year use agreements	0	0				
10. <b>Total Housing Developed</b> (Sum of Rows 8 & 9)	0	0	0	0	0	0
<b>Supportive Services</b>						
<b>[1] Output: Households</b>						
11a. Supportive Services provided by project sponsors that also delivered HOPWA housing subsidy assistance	150	189			\$192,677	\$185,050
11b. Supportive Services provided by project sponsors that only provided supportive services	0	0			\$0	\$0
12. Adjustment for duplication (subtract)	0	0				
13. <b>Total Supportive Services</b> (Columns a – d equals the sum of Rows 11 a & b minus Row 12; Columns e and f equal the sum of Rows 11a & 11b)	150	189			\$192,677	\$185,050
<b>Housing Information Services</b>						
<b>[1] Output: Households</b>						
14. Housing Information Services	150	247			\$7,319	\$8,275
15. <b>Total Housing Information Services</b>	150	247			\$7,319	\$8,275

Grant Administration and Other Activities		[1] Output: Households		[2] Output: Funding	
16.	Resource Identification to establish, coordinate and develop housing assistance resources			\$0	\$0
17.	Technical Assistance (if approved in grant agreement)			\$0	\$0
18.	Grantee Administration (maximum 3% of total HOPWA grant)			\$25,487	\$13,729
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)			\$52,449	\$29,859
20.	<b>Total Grant Administration and Other Activities (Sum of Rows 16 – 19)</b>			\$77,936	\$43,588
<b>Total Expended</b>				[2] Outputs: HOPWA Funds Expended	
				Budget	Actual
21.	<b>Total Expenditures for operating year (Sum of Rows 7, 10, 13, 15, and 20)</b>			\$844,640	\$755,098

## 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 Households	[2] Output: Amount of HOPWA Funds Expended
1.	Adult day care and personal assistance		
2.	Alcohol and drug abuse services		
3.	Case management	189	\$184,550
4.	Child care and other child services		
5.	Education		
6.	Employment assistance and training		
7.	Health/medical/intensive care services, if approved Note: Client records must conform with 24 CFR §574.310		
8.	Legal services		
9.	Life skills management (outside of case management)		
10.	Meals/nutritional services	9	\$500
11.	Mental health services		
12.	Outreach		
13.	Transportation		
14.	Other Activity (if approved in grant agreement). Specify:		
15.	<b>Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)</b>	198	
16.	<b>Adjustment for Duplication (subtract)</b>	9	
17.	<b>TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)</b>	189	\$185,050

**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	177	\$185,416
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.	1	1518
c.	Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs.	1	\$843
d.	Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.	89	\$99,555
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.	51	\$57,971
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.	65	\$25,529
g.	Direct program delivery costs (e.g., program operations staff time)		\$0

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	70	53	1 Emergency Shelter/Streets	0	Unstable Arrangements
			2 Temporary Housing	0	
			3 Private Housing	14	Stable/Permanent Housing (PH)
			4 Other HOPWA	0	
			5 Other Subsidy	0	
			6 Institution	0	Unstable Arrangements
			7 Jail/Prison	0	
			8 Disconnected/Unknown	3	
			9 Death	0	Life Event
Permanent Supportive Housing Facilities/ Units	0	0	1 Emergency Shelter/Streets	0	Unstable Arrangements
			2 Temporary Housing	0	
			3 Private Housing	0	Stable/Permanent Housing (PH)
			4 Other HOPWA	0	
			5 Other Subsidy	0	
			6 Institution	0	Unstable Arrangements
			7 Jail/Prison	0	
			8 Disconnected/Unknown	0	
			9 Death	0	Life Event

**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	0	0	1 Emergency Shelter/Streets	0	Unstable Arrangements
			2 Temporary Housing	0	
			3 Private Housing	0	Stable/Permanent Housing (PH)
			4 Other HOPWA	0	
			5 Other Subsidy	0	
			6 Institution	0	Unstable Arrangements
			7 Jail/Prison	0	
			8 Disconnected/Unknown	0	
			9 Death	0	Life Event

B1: Total number of households receiving transitional/short-term housing assistance whose tenure exceeded 24 months	0
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**Section 2. Prevention of Homelessness: Assessment of Client Outcomes on Reduced Risks of Homelessness (Short-Term Housing Subsidy Assistance)**

Report the total number of households that received STRMU assistance in Column [1].  
 In Column [2], identify the outcomes of the households reported in Column [1] either at the time that they were known to have left the STRMU program or through the project sponsor'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
177	Maintain Private Housing without subsidy (e.g. Assistance provided/completed and client is stable, not likely to seek additional support)	106	Stable/Permanent Housing (PH)
	Other Private Housing without subsidy (e.g. client switched housing units and is now stable, not likely to seek additional support)	0	
	Other HOPWA Housing Subsidy Assistance	3	
	Other Housing Subsidy (PH)	0	
	Institution (e.g. residential and long-term care)	0	
	Likely that additional STRMU is needed to maintain current housing arrangements	56	Temporarily Stable, with Reduced Risk of Homelessness
	Transitional Facilities/Short-term (e.g. temporary or transitional arrangement)	0	
	Temporary/Non-Permanent Housing arrangement (e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days)	6	
	Emergency Shelter/street	1	Unstable Arrangements
	Jail/Prison	1	
	Disconnected	3	
	Death	2	Life Event
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).			59
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).			72

**Section 3. HOPWA Outcomes on Access to Care and Support**

**1a. Total Number of Households**

Line [1]: For project sponsors 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 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	
<b>1. For Project Sponsors that provided HOPWA Housing Subsidy Assistance:</b> 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	278
b. Case Management	189
c. Adjustment for duplication (subtraction)	221
d. Total Households Served by Project Sponsors with Housing Subsidy Assistance (Sum of Rows a and b minus Row c)	247
<b>2. For Project Sponsors did NOT provide HOPWA Housing Subsidy Assistance:</b> Identify the total number of households that received the following HOPWA-funded service:	
a. HOPWA Case Management	0
b. Total Households Served by Project Sponsors without Housing Subsidy Assistance	0

**1b. Status of Households Accessing Care and Support**

Column [1]: Of the households identified as receiving services from project sponsors 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 operating year.

Column [2]: Of the households identified as receiving services from project sponsors 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 operating 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 that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors 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	216	0	Support for Stable Housing
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)	219	0	Access to Support
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	183	0	Access to Health Care
4. Accessed and maintained medical insurance/assistance	238	0	Access to Health Care
5. Successfully accessed or maintained qualification for sources of income	213	0	Sources of Income

**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"> <li>MEDICAID Health Insurance Program, or use local program name</li> <li>MEDICARE Health Insurance Program, or use local program name</li> </ul>	<ul style="list-style-type: none"> <li>Veterans Affairs Medical Services</li> <li>AIDS Drug Assistance Program (ADAP)</li> <li>State Children's Health Insurance Program (SCHIP), or use local program name</li> </ul>	<ul style="list-style-type: none"> <li>Ryan White-funded Medical or Dental Assistance</li> </ul>
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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"> <li>• Earned Income</li> <li>• Veteran's Pension</li> <li>• Unemployment Insurance</li> <li>• Pension from Former Job</li> <li>• Supplemental Security Income (SSI)</li> </ul>	<ul style="list-style-type: none"> <li>• Child Support</li> <li>• Social Security Disability Income (SSDI)</li> <li>• Alimony or other Spousal Support</li> <li>• Veteran's Disability Payment</li> <li>• Retirement Income from Social Security</li> <li>• Worker's Compensation</li> </ul>	<ul style="list-style-type: none"> <li>• General Assistance (GA), or use local program name</li> <li>• Private Disability Insurance</li> <li>• Temporary Assistance for Needy Families (TANF)</li> <li>• Other Income Sources</li> </ul>
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**1c. Households that Obtained Employment**

Column [1]: Of the households identified as receiving services from project sponsors 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 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 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 that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors 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	36	0

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)	67	0	3	0
Permanent Facility-based Housing Assistance/Units	0	0	0	0
Transitional/Short-Term Facility-based Housing Assistance/Units	0	0	0	0
<b>Total Permanent HOPWA Housing Subsidy Assistance</b>	<b>67</b>	<b>0</b>	<b>3</b>	<b>0</b>

  

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)	108	62	5	2
<b>Total HOPWA Housing Subsidy Assistance</b>	<b>175</b>	<b>62</b>	<b>8</b>	<b>2</b>

**Background on HOPWA Housing Stability Codes**

**Stable Permanent Housing/Ongoing Participation**

3 = Private Housing in the private rental or home ownership market (without known subsidy, including permanent placement with families or other self-sufficient arrangements) with reasonable expectation that additional support is not needed.

4 = Other HOPWA-funded housing subsidy assistance (not STRMU), e.g. TBRA or Facility-Based Assistance.

5 = Other subsidized house or apartment (non-HOPWA sources, e.g., Section 8, HOME, public housing).

6 = Institutional setting with greater support and continued residence expected (e.g., residential or long-term care facility).

**Temporary Housing**

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

**Unstable Arrangements**

1 = Emergency shelter or no housing destination such as places not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station, or anywhere outside).

7 = Jail /prison.

8 = Disconnected or disappeared from project support, unknown destination or no assessments of housing needs were undertaken.

**Life Event**

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

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

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

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

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

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

**End of PART 5**

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

The Annual Report of Continued 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) <b>NA</b>	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 <b>NA</b>	Date Facility Began Operations (mm/dd/yy) <b>NA</b>

**2. Number of Units and Non-HOPWA Expenditures**

Facility Name: <b>NA</b>	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	<b>NA</b>
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
<b>If the site is not confidential:</b> Please provide the contact information, phone, email address/location, if business address is different from facility address	

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.	247

**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. Continuing to receive HOPWA support from the prior operating year	104
<b>New Individuals who received HOPWA Housing Subsidy Assistance support during Operating Year</b>	
2. Place not meant for human habitation (such as a vehicle, abandoned building, bus/train/subway station/airport, or outside)	4
3. Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	3
4. Transitional housing for homeless persons	0
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)	7
6. Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	2
7. Psychiatric hospital or other psychiatric facility	0
8. Substance abuse treatment facility or detox center	0
9. Hospital (non-psychiatric facility)	0
10. Foster care home or foster care group home	0
11. Jail, prison or juvenile detention facility	2
12. Rented room, apartment, or house	113
13. House you own	8
14. Staying or living in someone else's (family and friends) room, apartment, or house	0
15. Hotel or motel paid for without emergency shelter voucher	1
16. Other	1
17. Don't Know or Refused	9
18. TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)	247

**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	0	5

**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)	247
2. Number of ALL other persons <b>diagnosed</b> as HIV positive who reside with the HOPWA eligible individuals identified in Row 1 and who benefitted from the HOPWA housing subsidy assistance	8
3. Number of ALL other persons <b>NOT diagnosed</b> as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefitted from the HOPWA housing subsidy	109
<b>4. TOTAL number of ALL <u>beneficiaries</u> served with Housing Subsidy Assistance (Sum of Rows 1, 2, &amp; 3)</b>	364

**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	0	1	0	0	1
2.	18 to 30 years	12	8	0	0	20
3.	31 to 50 years	60	62	4	0	126
4.	51 years and Older	65	34	1	0	100
5.	Subtotal (Sum of Rows 1-4)	137	105	5	0	247
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	21	30	0	0	51
7.	18 to 30 years	17	7	0	0	24
8.	31 to 50 years	19	11	0	0	26
9.	51 years and Older	11	5	0	0	16
10.	Subtotal (Sum of Rows 6-9)	64	53	0	0	117
Total Beneficiaries (Chart a, Row 4)						
11.	TOTAL (Sum of Rows 5 & 10)	201	158	5	0	364

**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	1	0	0	0
2.	Asian	0	0	0	0
3.	Black/African American	138	0	88	0
4.	Native Hawaiian/Other Pacific Islander	0	0	0	0
5.	White	78	11	42	8
6.	American Indian/Alaskan Native & White	0	0	0	0
7.	Asian & White	0	0	0	0
8.	Black/African American & White	28	0	11	0
9.	American Indian/Alaskan Native & Black/African American	0	0	0	0
10.	Other Multi-Racial	2	0	6	1
11.	Column Totals (Sum of Rows 1-10)	247	11	117	9

**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 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 <https://www.huduser.gov/portal/datasets/il.html> 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)	180
2.	31-50% of area median income (very low)	52
3.	51-80% of area median income (low)	15
4.	<b>Total (Sum of Rows 1-3)</b>	247

**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 should complete Part 6: 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 Agency Name (Required)**

Not applicable
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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: Not applicable
<input type="checkbox"/> New construction	\$	\$	<b>Type of Facility [Check only one box.]</b> <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 If yes, number of participants on the list at the end of operating year
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: Not applicable.

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

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

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.

Not applicable.

**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	Total Number of Units in use during the Operating Year Categorized by the Number of Bedrooms per Units					
	SRO/Studio/0 bdrm	1 bdrm	2 bdrm	3 bdrm	4 bdrm	5+bdrm
a. Single room occupancy dwelling						
b. Community residence						
c. Project-based rental assistance units or leased units						
d. Other housing facility Specify:						

**4. Households and Housing Expenditures**

Enter the total number of households served and the amount of HOPWA funds expended by the project sponsor 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
a. Leasing Costs	NA	NA
b. Operating Costs		
c. Project-Based Rental Assistance (PBRA) or other leased units		
d. Other Activity (if approved in grant agreement) Specify:		
e. Adjustment to eliminate duplication (subtract)		
f. TOTAL Facility-Based Housing Assistance (Sum Rows a through d minus Row e)		