

## 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.

Springfield has completed its second year of implementation of the strategic plan it created in 2019; Consolidated Plan 2020-2024. The City has met or exceeded its goals for many activities over both the program year and over the second year consolidated planning period.

\*\*\*\*\* CR-05 Goals and Outcomes- In the word document, Goals and Category Indicators are populating in error throughout CR-05.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Capacity Building	Non-Housing Community Development	CDBG: \$	Other	Other	10	10	100.00%	10	10	100.00%
Clean up of Sites	Non-Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	35	14	40.00%	1	5	500.00%
Clean up of Sites	Non-Housing Community Development	CDBG: \$	Other	Other	135	432	320.00%	25	190	760.00%

Creative Economy	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10000	7345	73.45%	2000	0	0.00%
Down Payment	Affordable Housing	CDBG: \$ / HOME: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		0	0	
Down Payment	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	0	0		0	0	
Down Payment	Affordable Housing	CDBG: \$ / HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	600	148	24.67%	100	48	48.00%
Facade	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	30	0	0.00%			
Fair Housing	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	26	5.20%	100	0	0.00%
Historic Preservation	Non-Housing Community Development	CDBG: \$	Other	Other	5	1	20.00%	1	0	0.00%
Homelessness Prevention	Homeless	ESG: \$	Homelessness Prevention	Persons Assisted	2000	101	5.05%	250	4	1.60%

HOPWA	Non-Homeless Special Needs	HOPWA: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		0	0	
HOPWA	Non-Homeless Special Needs	HOPWA: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	107		0	58	
HOPWA	Non-Homeless Special Needs	HOPWA: \$	Homelessness Prevention	Persons Assisted	0	121		0	57	
HOPWA	Non-Homeless Special Needs	HOPWA: \$	Jobs created/retained	Jobs	0	0		0	0	
HOPWA	Non-Homeless Special Needs	HOPWA: \$	Housing for People with HIV/AIDS added	Household Housing Unit	0	0		90	0	0.00%
HOPWA	Non-Homeless Special Needs	HOPWA: \$	HIV/AIDS Housing Operations	Household Housing Unit	1255	0	0.00%			
Improve Housing Stock	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	1823	1126	61.77%	370	795	214.86%

Job Training- Public Service	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	250	283	113.20%	50	122	244.00%
Neighborhood Redevelopment	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	15000	0	0.00%			
New Affordable Housing - Owner	Affordable Housing	HOME: \$	Homeowner Housing Added	Household Housing Unit	7	4	57.14%	2	2	100.00%
New Affordable Housing - Rental	Affordable Housing	HOME: \$	Rental units constructed	Household Housing Unit	22	11	50.00%			
Overnight Shelter	Homeless	CDBG: \$ / ESG: \$	Homeless Person Overnight Shelter	Persons Assisted	5000	1938	38.76%	1325	1080	81.51%
Public Facilities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	25000	38720	154.88%	9000	29270	325.22%
Public Facilities - Non Profit	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1200	1358	113.17%	1200	1358	113.17%
Public Facilities - Non Profit	Non-Housing Community Development	CDBG: \$	Other	Other	3	0	0.00%			

Public Facilities - Resiliency	Non-Housing Community Development	CDBG: \$	Other	Other	3	0	0.00%			
Public Services - General	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50000	36323	72.65%	10000	18414	184.14%
Public Services - General	Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	3000	1775	59.17%	0	958	
Rapid Re-Housing	Homeless	ESG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	500	4	0.80%	35	3	8.57%
Renovate Affordable Housing - Rental	Affordable Housing	HOME: \$	Rental units rehabilitated	Household Housing Unit	50	10	20.00%	11	0	0.00%
Rental Assistance	Affordable Housing	HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	225	549	244.00%	45	42	93.33%
Replace Cliff Effect - Supportive Services	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	0	0.00%			
Street Sweeps	Non-Housing Community Development	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	3500	3961	113.17%	700	2201	314.43%

Support Small Businesses	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	35	75	214.29%	6	5	83.33%
Support Small Businesses	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	20	13	65.00%	7	12	171.43%

**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 City relies on input received from the public in establishing its priorities and goals.

Springfield's investment of CDBG funds is based on whether the activity falls within a City funding priority, whether the service is an eligible activity, and whether the service or need meets a national objective. In addition, the activity must meet one of the following CDBG objectives: (1) provide a suitable living environment; (2) provide decent housing; and (3) provide economic opportunity.

Resources are allocated to maximize the benefits to residents within target areas. While public infrastructure, parks, open space, and public facility type projects are exclusively within targeted areas, other strategic investments are made for the benefit of low- and moderate-income residents throughout the City. In order to meet high priority needs of the community such as job creation and economic development, it may be necessary to invest outside low/moderate census tracts.

HOME Investment Partnership Funds (HOME) are used to rehabilitate rental housing, directly assist homebuyers, provide tenant-based rental assistance, and produce and/or preserve affordable housing citywide.

Public investments of federal and other funds will be in direct response to priority needs that are detailed at length throughout the Consolidated Plan. The needs and priorities were identified through meetings held to address the needs for Economic Development, Homelessness, Social Service and Housing. Individuals attended meetings during the City's planning process. A survey was also distributed city wide; including to businesses to get ideas for needs and priorities. Based on the information provided the needs and priorities were determined for the next five

years, 2020-2024.

ESG and HOPWA funds are targeted to meet the identified needs of the eligible populations within the geographic area. For ESG, the service area is the City of Springfield. Investments are made in accordance with relative priority and statutory spending caps. HOPWA funds are allocated throughout the EMSA which includes the tri-county area. HOPWA funds are allocated primarily to alleviate the housing cost burden for eligible households.

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## CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

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

### Narrative

The racial composition of the overall City population is 21% Black, 3% Asian, less than 1% American Indian and less than 1% Hawaiian or other Pacific Islander, and 17% other race or multi-racial (2020 ACS 5 year). The ethnic composition is 46% Hispanic.

The population served by the CDBG program was 42% Black, 4% Asian, 1% American Indian, and 1% Native Hawaiian or Other Pacific Islander; 18% of CDBG recipients were Hispanic.

The population served by the HOME program was 24% Black, 2% American Indian and 1% Native Hawaiian or other Pacific Islander. 42% were other race or multi-racial. 58% of HOME recipients were Hispanic.

The population served by the ESG program was 24% Black, 1% Asian, less than 1% American Indian/American Native, less than 1% Native Hawaiian or other Pacific Islander, and 1% multi-racial; 42% of ESG recipients were Hispanic.

The population served by the HOPWA program was 17% Black and 16% other or multi-racial. The program did not serve any people who identified as Asian, American Indian, or Native Hawaiian or Other Pacific Islander. 77% of HOPWA recipients were Hispanic.

CR-10 does not include the following racial categories: American Indian/Alaskan Native/White; Asian & White; Black/African American & White; American Indian/Alaskan Native & Black/African American and Other Multi-Racial. This data is included in PR23, Attachment 5.



## 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	public - federal	4,174,556	3,494,606
HOME	public - federal	1,675,733	1,106,832
HOPWA	public - federal	726,899	731,793
ESG	public - federal	333,698	302,728

Table 3 - Resources Made Available

### Narrative

During FY 21-22, the Department of Housing and Urban Development (HUD) awarded the City of Springfield \$6,688,886.00 in entitlement funding. The City received \$3,395,556.00 through the CDBG program, \$1,673,733.00 through the HOME program, \$333,698.00 through the ESG program, and \$726,899.00 through the HOPWA program. Estimated program income was \$222,000, actual program income totaling \$605,149.56 was received and available. During the program year 100% of CDBG funds were used to benefit low- to moderate income persons. The City was also awarded a HUD 108 Loan Fund for \$1,500,000.00 for the Downtown Dining District Loan Program; to date three loans have been given out. HUD also allocated supplemental funding to the City of Springfield; these funds were authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, and American Rescue Plan Act (ARPA) provide funding to prevent, prepare for, and respond to the coronavirus (COVID-19). The City received two CDBG-CV rounds of funding totaling \$4,051,632.00; two rounds of ESG-CV funding totaling \$5,111,942.00; HOPWA-CV for \$101,003.00 and HOME ARPA funding for \$6,066,102.00. The majority of funding was allocated for activities classified as economic development, housing, public service, or public infrastructure and facilities. The City expended \$3,258,240.25 in CARES Act funding during the program year.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Local Target Area	70	74	
NRSA - 2020 Consolidated Plan Renewal	30	26	

Table 4 – Identify the geographic distribution and location of investments

### Narrative

Springfield continues its focus on fundamentally changing the urban neighborhoods that are located within the Neighborhood Revitalization Strategy Area (NRSA). These communities are home to some of the City's poorest residents and have a wealth of diversity. The residents, business owners, and key

stakeholders within the NRSA are dynamic, diverse, and eager for positive change and new investment. The City's' goals for the two NRSA neighborhoods are to attract and retain businesses, increase diversity, improve opportunities, increase public safety, improve physical appearance of neighborhood, assist homeowners to preserve their housing, improve neighborhood facilities, and improve appearance and appeal of existing apartment buildings.

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## 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.**

During FY 21-22, Springfield attracted and utilized significant non-entitlement funds. The sources of these funds include other federal grants, local and state bonds, resources from numerous State agencies, private foundations grants and private financing. Other sources and expenditures of funds utilized during FY 21-22: US Dept of HUD - Disaster Recovery \$1,017,798.88, National Disaster Recovery \$3,147,827.38, CoC Program \$4,159,492.35, State EOHHS \$1,056,089.00, Lead \$624,835.29, HMIS Capacity \$60,106.63, and YHDP \$1,244,477.05. The city also received State Chapter 90 \$3,586,567.88, PARC Grants \$70899.80, Health Care for the Homeless Grant \$2,283,850.23, Heartwap Grant \$868,206.64, EPA \$92,464.40, State MVP \$26,156.90, Federal ARPA funds \$11,637,234.43, and Community Preservation Act funding \$294,109.00.

The City is exempt from the HOME match requirement.

Sudgrantees and service providers provide the required ESG match. As a component of their application and monthly reports, each provider must detail their matching funds. Resources include MA Department of Public Health, MA Department of Housing and Community Development, Medicaid reimbursement, and private funding.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	0
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	0
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	0

**Table 5 – Fiscal Year Summary - HOME Match Report**

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

Table 6 – Match Contribution for the Federal Fiscal Year

### HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	159,239	26,809	132,430	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	55,715,228	0	0	0	0	55,715,228
Number	3	0	0	0	0	3
Sub-Contracts						
Number	40	0	0	0	7	33
Dollar Amount	31,384,129	0	0	0	2,744,351	28,639,778
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	55,715,228	0	55,715,228			
Number	3	0	3			
Sub-Contracts						
Number	40	5	35			
Dollar Amount	31,384,129	2,026,685	29,357,444			

**Table 8 - Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property –</b> Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	<b>Total</b>	<b>Minority Property Owners</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>	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

**Table 9 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 10 – Relocation and Real Property Acquisition**

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

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	80	45
Number of Non-Homeless households to be provided affordable housing units	143	854
Number of Special-Needs households to be provided affordable housing units	75	58
<b>Total</b>	<b>298</b>	<b>957</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	155	103
Number of households supported through The Production of New Units	13	12
Number of households supported through Rehab of Existing Units	30	795
Number of households supported through Acquisition of Existing Units	100	48
<b>Total</b>	<b>298</b>	<b>958</b>

Table 12 – Number of Households Supported

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

The City used HUD Consolidated Plan funds to assist 957 households. This exceeds our goal for the year by 659.

The primary area in which the City exceeded its goal was in the area of housing rehabilitation. This report captures the number of households assisted with heating system repair or replacement (774). The City believes that it has not been properly counting these rehabilitation projects in prior years or in

its estimates. In addition, funding received from the state which also supports this program increased in the last year, enabling the City to serve more households.

The agencies receiving HUD funds from the City provided rental assistance to 118 households, short of the goal of 155 households. One reason for this difference is that there were other sources of funds providing rental assistance through COVID relief funds. This included significant investment by the state of Massachusetts, and funds from the ESG-CV program. In addition, the availability of Enhanced Housing Vouchers (EHVs) provided rental assistance to a number of households. While there were numerous sources of rental assistance, it has become harder to use as the rental market has tightened in the last year. It is harder to find units with affordable rents, and landlords have become less willing to accept short-term forms of rental assistance such as rapid rehousing funds.

The City assisted fewer first-time homebuyers than our goal (acquisition of existing units, goal 100, actual 48). Our housing market had rapid price increases over the last year, which limited the number of households able to use this program. One challenge was low- and moderate-income households being priced out of the market. A second barrier was HUD's maximum home cost, which had been set at about \$213,000. Over the past year there has been a very small supply of homes that have been selling under that cap.

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

The City will continue its existing housing programs into the next year.

**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	279	51
Low-income	259	12
Moderate-income	385	40
<b>Total</b>	<b>923</b>	<b>103</b>

**Table 13 – Number of Households Served**

#### **Narrative Information**

The activities covered in this section are:

##### **Rental Assistance**

- Tenant-based rental assistance (HOME, HOPWA) - 75 households
- Rapid rehousing (ESG, HOPWA) - 28 households



### **Production of New Units**

- Multi-family housing development (HOME) - 11 units - Mason Square II Apartments, First Resource Development
- Development of affordable single-family homes (HOME) - 2 units - Greater Springfield Habitat for Humanity

### **Rehabilitation of Existing Units**

- Heating system repair and replacement (CDBG) - 774 units
- Lead paint hazard removal (CDBG) - 2 units
- Emergency repair program (CDBG) - 15 units
- Housing rehabilitation program (CDBG) - 4 units - Revitalize CDC

### **Acquisition of Existing Units**

- First-time homebuyer/down payment assistance - 48 units

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

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

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

The Springfield-Hampden County Continuum of Care's outreach capacity is indicated by the progress made over many years in reducing our street population, which was 37 in the City of Springfield at our most recent point-in-time count in February 2022. Our outreach providers know our unsheltered homeless population and work actively to engage them in housing solutions. Outreach is conducted throughout Hampden County by Eliot Community Human Services (funded by the PATH program), Mercy Medical Center, Health Care for the Homeless program, Behavioral Health Network, and the Mental Health Association, all of whom coordinate with local emergency rooms and the Springfield Police Department.

In 2020-2021, in response to the COVID pandemic, the City used ESG-CV funds to create a program that included street outreach, hotel room placements for shelter, and rapid rehousing assistance. This program was targeted to the unsheltered population to assist them to come indoors and have a location to shelter in place. We found that it was effective in engaging and providing assistance to people who have been unwilling to go to existing emergency shelters. The program assisted people to exit to permanent supportive housing or rapid rehousing.

Outreach workers assess unsheltered homeless people using a standardized assessment (the Vulnerability Index-Service Prioritization Decision Assistance Tool, or VI-SPDAT) and add names of chronically homeless individuals to a by-name list, which providers use to match individuals to low-demand/Housing First housing units, coordinated during weekly case conferencing meetings.

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

Springfield has two emergency shelters for individuals (Clinical Support Options/Friends of the Homeless shelter, and the Rescue Mission's Taylor Street shelter) as well as a domestic violence shelter operated by the YWCA of Greater Springfield. The City also has a small shelter available for young adults age 18-24. The shelters for individuals have generally been able to meet the community's need, but had reduced capacity in existing sites due to COVID-19. The state of Massachusetts provided support to Friends of the Homeless to open at a second site, and the City used ESG-CV funds to support hotel room placements to be used as additional shelter resources. The domestic violence shelter regularly turns people away, and had increased demand during this past year due to the pandemic. The City also provided ESG-CV to the YWCA to provide hotel-shelter rooms for survivors of domestic violence.

Family shelter is provided by the state of Massachusetts, which expands capacity to meet the need of all

eligible families.

Over the past decade, the City and nonprofits operating in the City have shifted programs that provide transitional housing to permanent supportive housing and rapid rehousing models, based on evidence that these models are more effective in ending homelessness. The YWCA and Way Finders operate transitional housing programs for victims of domestic violence, and Gandara operates a transitional housing program for youth 18-24. There are also several privately-funded transitional housing facilities in the City, including programs operated by the Springfield Rescue Mission, and the Bi-Lingual Veterans Outreach Center.

**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**

In 2021-2022, the state of Massachusetts and federal relief programs provided significant prevention and rapid rehousing funding, available through the local agency Way Finders. As a result, City-funded agencies provided less of this assistance than usual. Catholic Charities is funded with Springfield ESG and other funds to provide prevention funds and housing stabilization services to low-income households in the eviction process.

The CoC has formed relationships with local hospitals, behavioral health care facilities, the foster care agency, and the Hampden County jail to share resources and expertise to ensure that people exiting these systems are able to access resources that can help them avoid becoming homeless.

The CoC coordinates with other agencies to make sure that homeless households apply for and receive mainstream benefits for which they are eligible. In particular, the CoC works closely with Mercy Hospital/Health Care for the Homeless to ensure that individuals are enrolled in Medicaid and receive health care benefits.

**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**

The Springfield-Hampden County CoC has focused attention and resources into creation of permanent supportive housing for both individuals and families, and targets all of these units to the chronically

homeless using a Housing First/low demand model. The CoC continues to identify resources for creation of additional permanent supportive housing. The CoC has a coordinated entry system that targets permanent supportive housing to those with the longest histories of homelessness and the greatest service needs. The CoC has partnered with the Springfield Housing Authority to increase the number of permanent supportive housing units available. The City uses HOME tenant-based rental assistance to provide additional permanent supportive housing.

The CoC has created a rapid rehousing system which is effective in quickly moving homeless families and individuals with some sufficient level of income into permanent housing. The City of Springfield allocates ESG funds to rapid rehousing. CoC providers also receive CoC funds and state ESG funds for rapid rehousing.

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

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

The City provided public service funding to support a Youth Coordinator at Duggan Housing. The coordinator assisted youth in accessing education and employment. This program was critical this year to ensure that youth were able to access on-line learning when schools were not open due to COVID.

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

SHA encourages public housing residents to become more involved in management through the following:

- A resident member of the SHA Board of Commissioners
- A staff member from the Resident Services Department who is assigned as a liaison to tenant councils to assist in strengthening their operations and activities
- Cooperatively working with tenant councils and outreach to developments without councils to invite their participation as members of the Resident Advisory Board (RAB)
- Outreach to residents to encourage the formation of new tenant councils
- Encouragement of tenant council presidents to attend annual conferences of the MA Union of Public Housing Tenants (state tenant advocacy agency)--SHA funds conference and travel costs

Actions taken by the SHA to promote homeownership include:

- Provision of information and referral to homeownership classes to all tenants paying flat rent
- Provision by the Resident Services Department of financial literacy classes for residents, which include a component about homeownership and referral to first-time home buyer classes
- Operation of a Homeownership Program which supports and counsels Section 8 participants

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

The Springfield Housing Authority is not designated as troubled.

## **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)**

The City does not have in place these types of policy barriers to affordable housing, and has affordable housing units in every neighborhood of the City. However, Springfield has collaborated with the Pioneer Valley Planning Commission to create a regional housing equity assessment and a regional housing plan, and these documents identified these types of barriers in many of the areas surrounding Springfield. The City serves on the regional planning committee's Inclusive Communities Task Force as it attempts to identify ways to remove or ameliorate these barriers throughout the region.

The City is partnering with PVPC to develop simplified language that will go on the city's website that explains the city's zoning laws, why they exist and a more user-friendly step-by-step process around how residents that want to change those laws can take action in their neighborhoods.

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

Springfield has created public-private partnership and has sought multiple funding opportunities to address underserved needs, particularly in the areas of social services, employment, infrastructure, and housing conditions.

The City is investing significant ARPA funding into the construction of the Rivera Community Center that will provide a one-stop, bi-lingual, social and government service shop for residents of the North End

Using funding from a three-year Boston Federal Reserve Bank Working Cities Challenge grant, Springfield is spearheading Springfield WORKS!, a collaboration between employers, public schools, colleges, social service providers and residents, to connect employers who need qualified workers to low income residents that have significant barriers towards full participation in the labor force. The City has used National Disaster Resilience (NDR) grant funding to support job training programs for low-income residents in computer coding. The City is using CDBG-CV funding to provide small business technical assistance to businesses owned by low/mod residents or that serve low/mod areas to assist in their post-covid recovery.

The city is utilizing ARPA and CDBG-CV funding to make pedestrian safety/recreational amenity upgrades in neighborhoods that have previously experienced disinvestment and that are the most disproportionately impacted by the negative health and economic impacts of the COVID-19 pandemic, these include improvement of sidewalks, public parking, installation of street trees to improve the

pedestrian environment and the business environment in struggling neighborhood business districts. Improvements also include investments in public parks that are adjacent to public school buildings and our neighborhood business districts to improve the recreational amenities available to residents and families, in effort to improve resident health outcomes. The City is investing significant ARPA funding into the development of a full-service, name-brand, grocery store downtown that will be located on public transit and within walking distance to residents without reliable transit. The store will provide fresh produce and food in a food desert. In 2022, the City is completing and NDR-funded project to repair an existing at-risk dam, initially built as part of the Springfield Armory. Repair of the dam has been a multi-year project, which has included draining the lake and progressing with repairs. It is paired with development of a solar array which will fund the Brookings School, a newly-built facility which also can serve as a disaster shelter.

The city is using ARPA funding to administer two housing repair programs available to assist low/moderate income residents with home repairs, weatherization, and removal of health hazards in the home. The City is pairing this opportunity to encourage homeowners to take advantage of free trees/tree planting for their property through the Greening the Gateway Cities, in an effort to improve air quality and health outcomes in low/mod income census tracts

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

The City administers a Lead Paint-Based Paint Hazard Control grant, which provides funds for remediation of lead-based paint hazards in homes occupied by or made available to low/moderate-income families that include a child under six.

The City also operates a Healthy Homes Rehabilitation Program, funded with CDBG-NDR funds, which provides whole-house rehabilitation, including lead paint remediation, in two target neighborhoods. In 2022, the City expanded the Healthy Homes program to be available in all Qualified Census Tracts.

Additional actions the City takes to reduce lead-based paint hazards are:

- City Code Enforcement inspections, which evaluate potential hazards in units where children under six reside and enforce remediation in compliance with Massachusetts lead laws
- Mandatory pre-rehabilitation lead testing including soil samples for all HOME-funded project-based homeownership and multi-family production program
- Aggressive enforcement, including—as necessary—legal prosecution of property owners who fail to comply with orders to remediate hazards
- Mandatory remediation within rehabilitation specifications for all project-based and multi-family projects

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

Springfield has a very high poverty rate: 30% of its residents have incomes below the poverty rate set by

the U.S. Department of Health and Human Services (\$34,688 for a family of four in 2022). Forty-four percent of children under 18 live in poverty, placing the city among those with the highest rates of child poverty in the nation.

There is a strong correlation between literacy rates (early childhood education, K-12, and adult education) and the incidence of poverty. Many poor families are headed by parents who have not finished high school, and cannot compete for better-paying jobs. In Springfield, 24% of adults age 25 and over have not completed high school or earned a GED; only 18% have earned a bachelor's degree. Without further education, many low-income parents are unlikely to earn incomes that will support their families.

The City's anti-poverty efforts focus on three broad categories: increasing education and literacy; increasing employment and training opportunities; and increasing household assets.

Many low-income adults lack the education and English language proficiency needed to support their efforts to attain self-sufficiency. In order to assist individuals in overcoming these barriers, the City allocates CDBG funds to Adult Basic Education, GED and English Language classes. In FY 21-22 the City funded adult education programs at The Gray House and the YWCA, serving a total of 107 people.

Within Springfield, there is a mis-match between the jobs available and the skill levels of local residents; the problem is even more pronounced with regard to youth. In FY 21-22, the City used CDBG funds to support education, employment and job training opportunities for at-risk persons in the YWCA Workforce Development Program and New North Citizens Council Hands in Labor, benefitting a total of 122 low income persons. The city utilized CDBG-CV funding to administer a free CDL job training and licensing program for low/mod income, unemployed or under-employed residents. 63% of those that have completed training and obtained their license are employed full-time in the CDL field with the rates of pay ranging from \$21/hour - \$32/hour.

The City has a well-developed Section 3 program, which it uses to connect low-income residents and businesses that employ these residents to employment in development projects.

Homeownership is a long-term intergenerational strategy for asset-building. The City supports homeownership through its down payment assistance program, which assisted 48 households purchase homes in FY21-22, and through its affordable homeownership development program, which built 2 homes this years for affordable homeownership.

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

Recognizing that neighborhoods with high poverty levels have experienced long-term disinvestment, the City has entered into a partnership with PVPC to develop neighborhood plans for every neighborhood within QCTs, this will include long-term investment plans for each neighborhood. This planning process



will involve hiring a neighborhood planning coordinate and will incorporate significant public input.

The City has partnered with PVPC to develop a neighborhood data atlas that will provide publicly accessible statistical data on each neighborhood. This will improve transparency and information available to residents, and provide easily accessible neighborhood data to social service agencies to help them better focus their services for under-served residents.

The City has partnered with PVPC to develop an online mapping system that will show publicly funded projects in neighborhoods, to provide transparency and an easy way for residents to see how public funding is being spent in their neighborhood.

The City has re-organized its neighborhood services department to streamline neighborhood services to residents and neighborhood councils. This will better harness the neighborhood resources available and improve communication, messaging and pumping out information to neighborhood councils and residents. The City is also developing a handbook for neighborhood councils in partnership with PVPC that will provide basic information on things like running fair elections, organizational fiscal management, best practices for outreach and communication with residents – this is in effort to retain and attract neighborhood resident volunteers who run these crucial organizations and to ensure that these organizations are well-managed in a fair and transparent fashion.

The City has invested significant MVP funding and is investing ARPA funding to provide increased resources to neighborhood councils to improve their visibility and reach to residents, in an effort to improve two-way communication between local government and neighborhood residents. Including increased neighborhood events, and digital/tech resources to improve outreach and accessibility for residents, with a focus on reaching the city's most vulnerable residents.

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

The City works to enhance coordination between public and private housing, health, and social service agencies through multi-disciplinary/multi-agency task forces and teams that focus on particular issues or neighborhoods. Some of these teams that have been active during FY21-22 are: Springfield WORKS!, The Springfield Healthy Homes Collaborative; the Springfield Food Policy Council; the Springfield/Hampden County Continuum of Care; the Buy Springfield Now committee; the Closing the Achievement Gap Initiative; and four neighborhood-based C3 public safety initiatives.

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

Springfield's Office of Housing provides fair housing materials to the public, in English and Spanish, and displays fair housing posters to inform residents of their fair housing rights.

The City provided homebuyer assistance to 48 income-eligible first-time homebuyers purchasing homes within the City in FY21-22. The program is frequently a tool that enables people of color to purchase their first homes, which addresses the City's homeownership gap among households of color--Latinos make up 38% of the City's households but only 19% of homeowners, and African Americans make up 21% of the City's households, but only 18% of homeowners. In FY21-22, 63% of assisted households were Hispanic, 9% were African-American. The City's homebuyer assistance program may be used in any of the City's seventeen neighborhoods. The assistance the City provides enables people of color to move into all neighborhoods.

All housing units developed or rehabilitated with HOME assistance are required to be marketed to those persons least likely to apply.

The City has committed to spend over 95% of its \$22 million CDBG-DR grant in low-income neighborhoods that are made up predominantly of persons of color. The City has been awarded \$17 million CDBG-NDC funds that are programmed for the same neighborhoods.

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## **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**

Most community development projects are implemented by CD staff, with internal monitoring via the Integrated Disbursement and Information System (IDIS) project reports, and strong internal procedures. For these projects and others implemented by City departments (such as public works), the CD staff fully understands and incorporates program requirements.

A comprehensive system has been developed by CD for subrecipients in order to ensure compliance with program and budget requirements. These subrecipients are usually implementing a social service or housing program. OPED has contractual agreements with subrecipients of the program funds that require compliance with programmatic statutes and regulations. OPED is responsible for ensuring that subrecipients comply with all regulations governing their administrative, financial and programmatic operations and confirm that the subrecipients are achieving their performance objectives within the contractual schedule and budget and performance measurement system. Per HUD's recommendation, OPED utilizes a coordinated project monitoring process, including coordinated fiscal and program on-site monitoring visits.

Main program files for CDBG-funded programs and projects are maintained within CD's central file system, but the programs and projects are managed by program delivery staff within their respective departments. The Community Development Director of Administration and Finance has primary responsibility for long term compliance with program and comprehensive planning requirements. In addition, CD staff oversees the fiscal monitoring of all activities funded through CDBG, HOME, ESG and HOPWA. CD monitors CDBG contracts with organizations, and inter-departmental agreements with other City departments.

The CD Administration Division maintains a master contract schedule to track the dates and results of monitoring for all subrecipients. The schedule measures against six factors:

RISK FACTOR 1: Subrecipient is new to the program

RISK FACTOR 2: Turnover of key staff

RISK FACTOR 3: Prior compliance or performance problems

RISK FACTOR 4: Subrecipient is carrying out a high risk activity (*e.g.* economic development)

RISK FACTOR 5: Multiple CDBG Contracts for the first time

RISK FACTOR 6: Reports not turned in on time

Any contract not included in the program monitoring schedule is subject to "bench monitoring." This process involves contract scope review and review of monthly report forms and monthly narratives submitted by the subrecipient.

CoC, ESG, and HOPWA projects are subject to annual on-site monitoring visits using program-specific monitoring checklists.

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

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

The City's Participation Plan is designed to encourage citizens to participate in the development of the Consolidated Plan, Annual Action Plan, substantial amendments to the Consolidated Plan, and CAPER Performance Reports. As described in the plan, the City encourages the input of low moderate income residents by (1) outreach to the public through mailings, (2) conducting a series of public hearings at various stages of the planning process, (3) creating a system to accept and respond to written comments from the citizens.

To ensure participation among low/moderate income residents, public hearings are held in areas where funds are mostly to be spent.

The City makes information available and accessible to all interested parties. All information is provided in English and Spanish.

Due to COVID-19, the City of Springfield held a virtual Facebook live to obtain comments this year rather than a public hearing on Wednesday, September 14, 2022 at 1:00PM.

In order to publicize the virtual Facebook live, the City mailed a flyer to the individuals and organizations listed on the Office of Community Development's mailing list, posted the flyer on the City's Community Development website, a web banner ran in the Metro Record, printed advertisements in the Metro Record, *LaVoz* (Spanish newspaper), and legal notices were published in the Republican in both English and Spanish.

The CAPER for the fiscal year July 1, 2021-June 30, 2022 (FY21-22), was posted online and available for public review from September 6, 2022 through September 20, 2022 and a virtual Facebook live was held on September 14, 2022. During the review period, the CAPER was available online <https://www.springfield-ma.gov/comm-dev/>

An announcement about the virtual Facebook live and the availability of the DRAFT document was published in English and Spanish in the Springfield *Republican* on September 24, 2022; in the Spanish Newspaper, *LaVoz* on September 1, 2022, an ad ran in the Metro Record on September 1, 2022 and a web banner ran on August 24, 2022 in the Metro Record. A flyer was mailed to persons and organizations included on the Office of Community Development's extensive mailing list. The advertisement also solicited written feedback from Springfield residents.

**One comment was received during the fifteen day comment period. The City of Springfield's Facebook had 387 views; 14 engaged in the video by liking it, comment or sharing( 5 likes, 1 comment, 8 shares). See Attachment 5-Comment Received (comments from Facebook Live)**

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**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.**

The City does not plan to make changes to its objectives.

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

No

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

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## **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.

The City completed on-site monitoring for all properties scheduled for monitoring this year:

32 Byers, BC Cumberland Homes, Belle Franklin I, Belle Franklin II, Cathedral Hill Apartments, Center City, Chestnut Crossing, City View Commons I, City View Commons II, Colonial Estates, Concord Heights, Cross Town, FOH Worthington House Campus, Forest Park Gardens, Henry Twiggs Estates, High St Commons, Hunter Place, Jefferson Park, The Kenwyn, Liberty Hill Coop, Maple Green, Maple-High Apartments, Mason Square Apartments, Mason–Wright Retirement Community, Mental Health Association (TBRA units), Memorial Square Apartments, Museum Park 1, Museum Park II, New Court Terrace, Northern Heights, Outing Park I, Outing Park II, Pynchon I, Pynchon II, Quadrangle Court, Rainville, St. James Manor, Spring Hill Apartments, Spring Meadow, Tapley Court, Worthington Commons, and YWCA.

No violations or concerns were identified at any multi-family projects.

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

The City's population is 45% Hispanic, 21% Black, less than 1% Native American, and 3% Asian. The population served by HOME programs in the last fiscal year was 58% Hispanic, 24% Black, 2% Native American and 0% Asian.

This data indicates that affirmative marketing campaigns are very successful in reaching Latino, Black, and Native American households, but less successful in successfully reaching Asian households. In the upcoming year, the City will ensure that affirmative marketing includes additional strategies to reach Asian households.

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

The City of Springfield recorded \$159,239.09 program income during the 2021-2022 fiscal year. Of the \$159,239.09 all were recaptured funds.

A total of \$26,809.09 was used for the First Time Homebuyer program; 7 homebuyers were assisted; 5 homebuyers were Other Multi-racial/Hispanic, 1 was low income and 4 moderate income; 1 homebuyer was white/Hispanic, moderate income and 1 homebuyer was white/non-Hispanic moderate income. IDIS#6188,#6187,#6185,#6192,#6193,#6190, and #6181.

\$132,430.00 was used for Tenant Based Rental Assistance IDIS#6149.

**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)**

The City provided HOME funds for the adaptive reuse of a factory and firehouse in the project Mason Square II, which resulted in development of 60 affordable housing units; this project also received significant LIHTC and state funding. The City is providing funds for the Brookings School adaptive reuse project, which will create 42 units of affordable housing. This project also leverages significant state and LIHTC funding.

The City uses HOME funds to operate a tenant-based rental assistance program, which provides housing subsidies for 45 formerly homeless individuals who are provided wrap-around services by the City or by the Mental Health Association.

The City uses HOME funds to assist low- and moderate-income households to buy homes through its down payment assistance program. In 2021-22, the City assisted 48 households to purchase homes.

In FY21-22, the City completed two HOME-funded homeownership units: 43 James St., and 175 Bloomfield St.

In 2020-2021, the City and its HOME grantees did not receive any emergency transfer requests pertaining to victims of domestic violence, dating violence, sexual assault or stalking.



## CR-55 - HOPWA 91.520(e)

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

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

Number of Households Served Through:	One-year Goal	Actual
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	50	57
Tenant-based rental assistance	40	33
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 14 – HOPWA Number of Households Served

### Narrative

Additional details about the HOPWA program are provided in the attached HOPWA CAPER report.

The City's partners provided an additional 25 households with rental start-up funds last year, which are not reflected in the chart above.

In 2021-2022, the City and its HOPWA grantees did not receive any emergency transfer requests pertaining to victims of domestic violence, dating violence, sexual assault or stalking.

## CR-58 – Section 3

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

<b>Total Labor Hours</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

**Table 15 – Total Labor Hours**

<b>Qualitative Efforts - Number of Activities by Program</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.	1				
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.	5				
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.	5				
Assisted residents with finding child care.	3				
Assisted residents to apply for, or attend community college or a four year educational institution.	1				
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.	4				
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					

Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.			4		
Other.					

Table 16 – Qualitative Efforts - Number of Activities by Program

## Narrative

### 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 SPRINGFIELD  
Organizational DUNS Number 073011921  
UEI  
EIN/TIN Number 046001415  
Identify the Field Office BOSTON  
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance Springfield CoC

##### ESG Contact Name

Prefix  
First Name Geraldine  
Middle Name  
Last Name McCafferty  
Suffix  
Title Director of Housing

##### ESG Contact Address

Street Address 1 Office of Housing  
Street Address 2  
City Springfield  
State MA  
ZIP Code -  
Phone Number 4138865014  
Extension  
Fax Number

Email Address

gmccafferty@springfieldcityhall.com

**ESG Secondary Contact**

Prefix

First Name

Last Name

Suffix

Title

Phone Number

Extension

Email Address

**2. Reporting Period—All Recipients Complete**

Program Year Start Date

07/01/2021

Program Year End Date

06/30/2022

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

**Subrecipient or Contractor Name:** YWCA OF WESTERN MASSACHUSETTS

**City:** Springfield

**State:** MA

**Zip Code:** 01118, 2213

**DUNS Number:** 066994534

**UEI:**

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

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

**ESG Subgrant or Contract Award Amount:** 0

**Subrecipient or Contractor Name:** MENTAL HEALTH ASSOCIATION INC

**City:** Springfield

**State:** MA

**Zip Code:** 01109, 4027

**DUNS Number:** 037682044

**UEI:**

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

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

**ESG Subgrant or Contract Award Amount:** 0

**Subrecipient or Contractor Name:** Catholic Charities of Springfield

**City:** Springfield

**State:** MA

**Zip Code:** 01105, 1713

**DUNS Number:** 605761795

**UEI:**

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

**Subrecipient Organization Type:** Faith-Based Organization

**ESG Subgrant or Contract Award Amount:** 0

**Subrecipient or Contractor Name:** Clinical & Support Options

**City:** Northampton

**State:** MA

**Zip Code:** 01060, 4266

**DUNS Number:** 185070612

**UEI:**

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

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

**ESG Subgrant or Contract Award Amount:** 0

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## CR-65 - Persons Assisted

### 4. Persons Served

#### 4a. Complete for Homelessness Prevention Activities

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

Table 17 – Household Information for Rapid Re-Housing Activities

#### 4c. Complete for Shelter

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 18 – Shelter Information

DRAFT

#### 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	0
Children	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 20 – Household Information for Persons Served with ESG

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

	Total
Male	0
Female	0
Transgender	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 21 – Gender Information



## 6. Age—Complete for All Activities

	Total
Under 18	0
18-24	0
25 and over	0
Don't Know/Refused/Other	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 22 – Age Information

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

Number of Persons in Households				
Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans	0	0	0	0
Victims of Domestic Violence	0	0	0	0
Elderly	0	0	0	0
HIV/AIDS	0	0	0	0
Chronically Homeless	0	0	0	0
<b>Persons with Disabilities:</b>				
Severely Mentally Ill	0	0	0	0
Chronic Substance Abuse	0	0	0	0
Other Disability	0	0	0	0
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	0
Total Number of bed-nights provided	0
Capacity Utilization	0.00%

Table 24 – Shelter Capacity

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

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## CR-75 – Expenditures

### 11. Expenditures

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

	Dollar Amount of Expenditures in Program Year		
	2019	2020	2021
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	21,544	22,425
<b>Subtotal Homelessness Prevention</b>	<b>0</b>	<b>21,544</b>	<b>22,425</b>

Table 25 – ESG Expenditures for Homelessness Prevention

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

	Dollar Amount of Expenditures in Program Year		
	2019	2020	2021
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 Assistance under Emergency Shelter Grants Program	0	45,801	80,000
<b>Subtotal Rapid Re-Housing</b>	<b>0</b>	<b>45,801</b>	<b>80,000</b>

Table 26 – ESG Expenditures for Rapid Re-Housing

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

	Dollar Amount of Expenditures in Program Year		
	2019	2020	2021
Essential Services	0	0	0
Operations	0	7,500	99,500
Renovation	0	0	0

Major Rehab	0	0	0
Conversion	0	0	0
<b>Subtotal</b>	<b>0</b>	<b>7,500</b>	<b>99,500</b>

Table 27 – ESG Expenditures for Emergency Shelter

#### 11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2019	2020	2021
Street Outreach	0	0	0
HMIS	0	0	0
Administration	0	4,212	21,746

Table 28 - Other Grant Expenditures

#### 11e. Total ESG Grant Funds

Total ESG Funds Expended	2019	2020	2021
728	0	79,057	223,671

Table 29 - Total ESG Funds Expended

#### 11f. Match Source

	2019	2020	2021
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	0	424,821
Local Government	0	0	0
Private Funds	0	0	100,683

Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
<b>Total Match Amount</b>	<b>0</b>	<b>0</b>	<b>525,504</b>

**Table 30 - Other Funds Expended on Eligible ESG Activities**

**11g. Total**

<b>Total Amount of Funds Expended on ESG Activities</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
	0	79,057	749,175

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

## Attachment

### HOPWA CAPER

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

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

OMB Number 2506-0133 (Expiration Date: 11/30/2023)

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. HUD's requirements for reports submitted by HOPWA formula grantees are supported by 42 U.S.C. § 12911 and HUD's regulations at 24 CFR § 574.520(a). 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. While confidentiality is not assured, HUD generally only releases this information as required or permitted by law.

Previous editions are obsolete

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Form HUD-40110-D (Expiration Date: 11/30/2023)  
OMB Approval No. 2506-0133

**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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**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 in 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 benefited 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 Organizations:** 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 PWHA(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 (HRA, 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 Aider (see definition for Live-In Aider) 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 Aider:** 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 Placements:** 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 the person's gender assigned 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: 11/30/2023)

## **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**

HUD Grant Number MAH21-F002		Operating Year for this report From (month/yy) 7/1/21 To (month/yy) 6/30/22		
Grantee Name City of Springfield, MA				
Business Address		1600 East Columbus Avenue		
City, County, State, Zip	Springfield	City, County, State, Zip	Springfield	City, County, State, Zip
Employer Identification Number (EIN) or Tax Identification Number (TIN)		FINR 04-6001415		
DUN & Broadstreet Number (DUNs):		DUNs: 073011921		
^Congressional District of Grantee's Business Address		MA 1 <sup>st</sup> Congressional District		
^Congressional District of Primary Service Area(s)		MA 1 <sup>st</sup> Congressional District		
^City(ies) and County(ies) of Primary Service Area(s)		Springfield		
Organization's Website Address Springfieldcityhall.com		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.*

Project Sponsor Agency Name A Positive Place		Parent Company Name, if applicable Cooley Dickinson Hospital		
Name and Title of Contact at Project Sponsor Agency Email Address		Betsy Shally Jensen, Director <a href="mailto:betsy_shally_jensen@cooley-dickinson.org">betsy_shally_jensen@cooley-dickinson.org</a>		
Business Address		P.O. Box 1299		
City, County, State, Zip		Northampton, Hampshire County, MA 01051		
Phone Number (with area code)		413-586-8288	Phone Number (with area code)	413-586-8288
Employer Identification Number (EIN) or Tax Identification Number (TIN)		22-2617 175		
HUN & Brentstreet Number (DUNS)		06 699 1605		
Congressional District of Project Sponsor's Business Address		MA 2 <sup>nd</sup> Congressional District		
Congressional District(s) of Primary Service Area(s)		MA 1 <sup>st</sup> and 2 <sup>nd</sup> Congressional District		
City(ies) and County(ies) of Primary Service Area(s)		Cities: Northampton, Holyoke, Springfield, Greenfield, Turners Falls, Ware, Amherst, Chicopee, Easthampton City(ies) and County(ies) of Primary Service Area(s): Hampden, Hampshire, Franklin Counties		
Total HOPWA contract amount for this Organization for the operating year		\$263,474.00		
Organization's Website Address		<a href="http://cooley-dickinson.org/main/for-aldis.aspx">cooley-dickinson.org/main/for-aldis.aspx</a>		
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 checked="" type="checkbox"/>		Does your organization maintain a waiting list? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section how this list is administered.		

### Project Sponsor 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.*

Project Sponsor Agency Name <i>New North Citizens Council</i>		Parent Company Name, if applicable	
Name and Title of Contact at Project Sponsor Agency	Maria Perez, Coordinator		
Email Address	mperez@newnorthcc.org		
Business Address	2455 Main Street		
City, County, State, Zip	Springfield, Hampden County, MA 01107		
Phone Number (with area code)	413-746-4885		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	23-7571934	23-7371934	
DUN & Bradstreet Number (DUNS)	937637718		
Congressional District of Project Sponsor's Business Address	MA 1 <sup>st</sup> Congressional District		
Congressional District(s) of Primary Service Area(s)	MA 1 <sup>st</sup> Congressional District		
City(ies) and County(ies) of Primary Service Area(s)	Cities Springfield	Counties Hampden	
Total HOPWA contract amount for this Organization for the operating year	\$217,152.00		
Organization's Website Address	Newnorthcc.org		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" 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"/>	If yes, explain in the narrative section how this list is administered.		

### 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.*

Project Sponsor Agency Name River Valley Counseling Center		Parent Company Name, if applicable	
Name and Title of Contact at Project Sponsor Agency	Linda Cruz, Assistant Director of Housing Services		
Email Address	cruz_linda@holyokehealth.com		
Business Address	123 Maple Street, Suite 301		
City, County, State, Zip	Springfield, Hampden, MA 01103		
Phone Number (with area code)	413 377 6414		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	04-214657		
DUN & Bradstreet Number (DUNS)	602809733		
Congressional District of Project Sponsor's Business Address	MA 1 <sup>st</sup> Congressional District		
Congressional District(s) of Primary Service Area(s)	MA 1 <sup>st</sup> Congressional District		
City(ies) and County(ies) of Primary Service Area(s)	Cities: Springfield, Holyoke, Chicopee	Counties: Hampden	
Total HOPWA contract amount for this Organization for the operating year	\$224,467.00		
Organization's Website Address	rvcc-inc.org		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Please check if yes and a faith-based organization. <input type="checkbox"/>		If yes, explain in the narrative section how this list is administered.	
Please check if yes and a grassroots organization. <input type="checkbox"/>			

## **5. Grantee Narrative and Performance Assessment**

### **a. Grantee and Community Overview**

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

The City of Springfield administers the HOPWA program for the three-county area of Hampden, Hampshire and Franklin Counties. In this area, the most recent available surveillance data (2019) indicates that there are 2566 reported cases of persons living with HIV/AIDS: 105 in Franklin County, 233 in Hampshire County, and 2228 in Hampden County. Hampden County includes the cities of Springfield, Holyoke and Chicopee.

In FY21-22, recipients of HOPWA funding provided services to 384 households, with 455 separate incidents of service. The funded agencies provided Tenant-Based Rental Assistance (TBRA) to 33 households; Short-Term Rent, Mortgage, and Utility (STRMU) Assistance to 64 households; Permanent Housing Placement Services to 25 Households, housing information to 49 households, advocacy/legal services to 54 households and supportive services only (SSO) to an additional 213 households.

The following agencies received HOPWA funds:

1. **River Valley Counseling Center** is a licensed mental health clinic and a multi-service agency. The mission of RVCC's HIV/AIDS Project is to support those affected by HIV/AIDS and to promote community awareness of the issues surrounding HIV/AIDS. The Project provides: information, assessment and referral services; comprehensive, bi-lingual/bi-cultural case management for medical and social services; HIV/AIDS consumer support groups; access to the Positive Alliance Network, a program designed specifically to provide mental health services to minorities affected by HIV/AIDS; an array of housing services for HIV+ individuals; and membership to a drop-in center that provides a safe environment for HIV+ individuals to use a computer lab, access video and book libraries, prepare snacks and enjoy healthy congregate lunch meals. RVCC primarily serves residents of Hampden County, and has offices in Springfield and Holyoke. RVCC uses HOPWA funds to provide supportive housing and housing information services and legal advocacy. RVCC supplements its HOPWA funding with CoC program funds, which enable the organization to provide housing subsidies and supportive services to an additional 30 households. The contact person for RVCC's HOPWA program is Linda Cruz.
2. **New North Citizen's Council** provides advocacy, public and human services to Hampden County residents with an emphasis on Hispanic/Latino community for the purpose of enhancing the preservation and support of the family resulting in the improvement of quality of life. NNCC uses HOPWA funds to provide prevention (STRMU), rental start-up, and supportive services to individuals who are HIV positive and are homeless or at risk of becoming homeless. NNCC's contact program for the HOPWA program is Maria Perez.
3. **Coolley Dickinson Hospital's A Positive Place** provides case management and comprehensive and confidential support services to people living with HIV infection, their families, and friends using a harm reduction philosophy. A Positive Place primarily serves residents of Hampshire and Hampden Counties, and uses HOPWA funds to provide tenant-based rental assistance and support services. The contact person for A Positive Place is Betsy Shally-Jensen.

The agency keeps a wait list if no subsidies are available. Upon receipt of adequate documentation, each applicant is placed on the HOPWA wait list. The Coolley Dickinson Hospital Supportive Housing Program wait list is organized and prioritized according to the following priorities:

- 1) Chronically homeless, a homeless person with a disability homeless for a year or more OR has had at least 4 episodes of homelessness with the past 3 years.
- 2) Homeless, living on the streets or in a shelter, or substandard housing
- 3) Homeless, living in an institution and facing imminent displacement
- 4) Doubled-up with friends or family
- 5) Paying more than 75% of income towards rent
- 6) Paying more than 50% of income towards rent
- 7) All things being equal, those clients identified with the highest acuity per agency ranking standard, will be prioritized.

The wait list is reviewed as new clients apply throughout the year and up-dated annually through a notification letter. Sent to all clients on the wait list, this notification letter requires clients to submit updated eligibility information within 21 days of receipt of the letter in order to remain on the wait list.



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

In FY21-22, recipients of HOPWA funding provided services to 384 households, with 455 separate incidents of service. The funded agencies provided Tenant-Based Rental Assistance (TBRA) to 33 households; Short-Term Rent, Mortgage, and Utility (STRMU) Assistance to 64 households; Permanent Housing Placement Services to 25 Households, housing information to 49 households, advocacy/legal services to 54 households and supportive services only (SSO) to an additional 213 households.

**B. Annual Performance Under the Action Plan**

- 1. Outputs Reported.** During this year, HOPWA grantees assisted 122 households with housing subsidy assistance. Over 39% of funds are used to provide Tenant Based Rental Assistance or Short Term Rental, Utilities or Mortgage Assistance. The rest of the funds go to supportive services, Permanent Housing Placement Services (rental start-up – which includes rent for first, last and security deposit), housing information services and legal assistance related to housing issues.  
  
Grantees operate in all three counties that are covered by the HOPWA grant (Franklin, Hampshire and Hampden). The highest rates of HIV are in the cities located in Hampden County (Springfield, Holyoke and Chicopee). As a result, two of the three grantees are located within in Hampden County and the third grantee serves all three counties. Grantees are chosen every three years through a competitive request for proposals process. An RFP process was undertaken in spring 2020, which will result in the same three agencies (RVCC, A Positive Place, and NNOC) receiving funding over the next three fiscal years. These are the major agencies serving the HIV population and were the only respondents to the RFP.
- 2. Outcomes Assessed.** The programs that provide TBRA and STRMU achieve housing stability of 100%. These programs also report success in improving access to health care.
- 3. Coordination.** Grantees are all members of the Springfield Hampden County Continuum of Care, and one of them is also a member of the Three-County (Franklin, Hampshire, Berkshire) Continuum of Care. The two CoCs have come together to create a regional effort to end homelessness.  
  
The HOPWA program and our other programs have not done any housing development. As part of our regional effort, we are encouraging housing developers and service providers to work together to create permanent supportive housing.
- 4. Technical Assistance.** There are no specific requests for technical assistance at this time. Technical assistance is welcome at any time to update staff on any changes within the program.



**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.

The highest rates of HIV in our area are due to injection drug use, so persons with HIV tend to have barriers to obtaining stable housing that are linked to substance abuse—poor credit, negative landlord histories, and criminal records. Our sub grantees are trained to advocate for clients to help them overcome these barriers, and have also established strong relationships with individual landlords, which enable them to find units for hard-to-house households.

Over the last year, the Hampden County rental market has tightened considerably, and rents have increased. These factors have made it harder to find housing units for participants to rent. The subrecipients are proactive in conducting landlord outreach and engagement.

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.

The greatest challenge has been the scarcity of resources to serve the eligible population. Eligible participants generally have very low incomes, and require subsidized housing, as well as support services. There is not a sufficient supply of affordable housing. There are also insufficient supportive services for this population. Coupling these factors with an increased life expectancy results in a tremendously burdened system. These factors make it critically important that HOPWA providers continue to partner with mainstream providers of housing and health services.

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

None.

End of PART I

<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 checked="" type="checkbox"/> Credit History	<input checked="" type="checkbox"/> Rental History	<input checked="" type="checkbox"/> Criminal Justice History
<input checked="" type="checkbox"/> Housing Affordability	<input type="checkbox"/> Geography/Rural Access	<input 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
<b>Public Funding</b>			
Ryan White-Housing Assistance			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Ryan White-Other	\$111,605	MCM & Peer 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
HOMBS			<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: MDPH	\$122,095	Case management, med transp., bus tokens supplies, client needs, staff travel, covid cases art	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: MDHP Dental Pro	\$500	Dental Care	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: HDAP	\$16,000	Rx Co-Pay/ Premium asst.	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
<b>Private Funding</b>			
Grants	\$2,250	Bob's Discount Furniture Vouchers	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
In-kind Resources			<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Private:	\$225	Salvation Army Start Up	<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
<b>Other Funding</b>			
Grantee/Project Sponsor (Agency) Cash			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Resident Rent Payments by Client to Private Landlord	\$55,806		
<b>TOTAL (Sum of all Rows)</b>	<b>\$308,481</b>		

Previous editions are obsolete.

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OMB Approval No. 2506-0133

## 2. Program Income and Resident Rent Payments

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

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

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

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

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

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

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

End of PART 2



**PART 3: Accomplishment Data Planned Goal and Actual Outputs**

In Chart 1, enter performance information (goals & 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
HOPWA Housing Subsidy Assistance		[1] Output: Households				[2] Output: Funding	
1.	Tenant-Based Rental Assistance	34	33			240,498	249,897
2a.	Permanent Housing Facilities: Received Operating Subsidies/Leased units (Households Served)						
2b.	Transitional/Short-term Facilities: Received Operating Subsidies/Leased units (Households Served)						
3a.	Permanent Housing Facilities: Capital Development Projects placed in service during the operating year (Households Served)						
3b.	Transitional/Short-term Facilities: Capital Development Projects placed in service during the operating year (Households Served)						
4.	Short-Term Rent, Mortgage and Utility Assistance	71	64			53,052	69,052
5.	Permanent Housing Placement Services	24	25			36,500	20,500
6a.	Adjustments for duplication (subtract)						
7.	Total HOPWA Housing Subsidy Assistance: (Columns a – d equal the sum of Rows 1-5 minus Row 6; Columns e & f equal the sum of Rows 1-5)	129	122			330,050	339,449
Housing Development (Construction & Stewardship of facility based housing)		[1] Output: Housing Units				[2] Output: Funding	
8.	Facility-based units: Capital Development Projects not yet opened (Housing Units)						
9.	Stewardship Units subject to 3- or 10- year use agreements						
10.	Total Housing Developed (Sum of Rows 8 & 9)						
Supportive Services		[1] Output: Households				[2] Output: Funding	
11a.	Supportive Services provided by project sponsors that also delivered HOPWA housing subsidy assistance	203	213			300,597	298,570
11b.	Supportive Services provided by project sponsor that only provided supportive services						
12.	Adjustment for duplication (subtract)						
13.	Total Supportive Services (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)	203	213			300,597	298,570
Housing Information Services		[1] Output: Households				[2] Output: Funding	
14.	Housing Information Services	75	49			26,094	5,384
15.	Total Housing Information Services	75	49			31,478	5,384
Grant Administration and Other Activities		[1] Output: Households				[2] Output: Funding	
16.	Resource Identification - establish, coordinate and develop housing assistance						
17.	Technical Assistance (if approved in grant agreement)						
18.	Grantee Administration (maximum 3% of total HOPWA grant)					20,806	21,806
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					52,189	46,246
20.	Total Grant Administration and Other Activities (Sum of Rows 16 – 19)					70,158	68,052
Total Expended							
21.	Total Expenditures for operating year (Sum of Rows 7, 10, 13, 15, and 20)		384			726,899	711,455

## 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	154	217,800
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	54	20,000
9.	Life skills management (outside of case management)		
10.	Meals/nutritional services		
11.	Mental health services		
12.	Outreach	76	60,770
13.	Transportation		
14.	Other Activity (if approved in grant agreement). Specify:		
15.	Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)	284	
16.	Adjustment for Duplication (subtract)	71	
17.	TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)	213	298,570

### 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	64	69,052
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.	1	1,564
c.	Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs.	0	0
d.	Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.	23	44,060
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.	11	10,048
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.	19	12,430
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: Worksheets - 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	33	33	1 Emergency Shelter/Street	Unstable Arrangements
			2 Temporary Housing	Temporarily Stable, with Reduced Risk of Homelessness
			3 Private Housing	Stable/Permanent Housing (PH)
			4 Other HOPWA	
			5 Other Subsidy	
			6 Institution	Unstable Arrangements
			7 Jail/Prison	
			8 Disconnected/Unknown	
			9 Death	Life Event
Permanent Supportive Housing Facilities/ Units			1 Emergency Shelter/Street	Unstable Arrangements
			2 Temporary Housing	Temporarily Stable, with Reduced Risk of Homelessness
			3 Private Housing	Stable/Permanent Housing (PH)
			4 Other HOPWA	
			5 Other Subsidy	
			6 Institution	Unstable Arrangements
			7 Jail/Prison	
			8 Disconnected/Unknown	
			9 Death	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			1 Emergency Shelter/Street		Unstable Arrangements					
			2 Temporary Housing			Temporarily Stable with Reduced Risk of Homelessness				
			3 Private Housing		Stable/Permanent Housing (PH)					
			4 Other HOPWA							
			5 Other Subsidy							
			6 Institution		Unstable Arrangements					
			7 Jail/Prison							
			8 Disconnected/Unknown							
			9 Death		Life Event					
B1: Total number of households receiving transitional/short-term housing assistance whose tenure exceeded 24 months										

**Section 2. Prevention of Homelessness: Assessment of Client Outcomes on Reduced Risks of Homelessness (Short-Term Housing Subsidy Assistance)**

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

In Column [2], identify the outcomes of the households reported in Column [1] either at the time that they were known to have left the STRMU program or through the project sponsor'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
64	Maintain Private Housing <u>without</u> subsidy (e.g. Assistance provided/completed and client is stable, not likely to seek additional support)	58	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	0	
	Other Housing Subsidy (PH)	4	
	Institution (e.g. residential and long term care)		
	Likely that additional STRMU is needed to maintain current housing arrangements	2	Temporarily Stable, with Reduced Risk of Homelessness
	Transitional Facilities/Short-term (e.g. temporary or transitional arrangement)		
	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)		
	Emergency Shelter/Street		Unstable Arrangements
	Jail/Prison		
	Disconnected		
Death			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).			2
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).			0



### 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, PIP 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		
1. For Project Sponsors that provided HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded services:		
a. Housing Subsidy Assistance (duplicated)-TBRA, STRMU, PHP, Facility-Based Housing, and Master Leasing		122
b. Case Management		122
c. Adjustment for duplication (subtraction)		122
d. Total Households Served by Project Sponsors with Housing Subsidy Assistance (Sum of Rows a and b minus Row c)		122
2. For Project Sponsors that did NOT provide HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded service:		
a. HOPWA Case Management		91
b. Total Households Served by Project Sponsors without Housing Subsidy Assistance		91

#### 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	121	83	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)	121	86	Access to Support
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	115	83	Access to Health Care
4. Accessed and maintained medical insurance/assistance	122	86	Access to Health Care
5. Successfully accessed or maintained qualification for sources of income	121	85	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	14	9

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)				
Permanent Facility-based Housing Assistance/Units				
Transitional/Short-Term Facility-based Housing Assistance/Units				
Total Permanent HOPWA Housing Subsidy Assistance				
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)				
Total HOPWA Housing Subsidy Assistance				

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

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

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

**3. Details of Project Site**

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

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.	122

**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	33
<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)	
3. Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	
4. Transitional housing for homeless persons	
5. Total number of new Eligible Individuals who received HOPWA Housing Subsidy Assistance with a Prior Living Situation that meets HUD definition of homelessness (Sum of Rows 2 – 4)	
6. Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	
7. Psychiatric hospital or other psychiatric facility	
8. Substance abuse treatment facility or detox center	
9. Hospital (non-psychiatric facility)	
10. Foster care home or foster care group home	
11. Jail, prison or juvenile detention facility	
12. Rented room, apartment, or house	63
13. House you own	1
14. Staying or living in someone else's (family and friends) room, apartment, or house	25
15. Hotel or motel paid for without emergency shelter voucher	
16. Other	
17. Don't Know or Refused	
18. TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)	122

### c. Homeless Individual Summary

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

Category	Number of Homeless Veteran(s)	Number of Chronically Homeless
HOPWA eligible individuals served with HOPWA Housing Subsidy Assistance	1	0

### 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)	122
2. Number of ALL other persons diagnosed as HIV positive who reside with the HOPWA eligible individuals identified in Row 1 and who benefitted from the HOPWA housing subsidy assistance	5
3. Number of ALL other persons NOT diagnosed as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefitted from the HOPWA housing subsidy	61
4. TOTAL number of ALL beneficiaries served with Housing Subsidy Assistance (Sum of Rows 1, 2, & 3)	188



**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	0	0	0	0
2.	18 to 30 years	4	4	0	0	8
3.	31 to 50 years	25	24	3	0	52
4.	51 years and Older	35	26	1	0	62
5.	Subtotal (Sum of Rows 1-4)	64	54	4	0	122
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	15	18	0	1	34
7.	18 to 30 years	7	5	0	1	13
8.	31 to 50 years	5	6	0	0	11
9.	51 years and Older	3	5	0	0	8
10.	Subtotal (Sum of Rows 6-9)	30	34	0	2	66
Total Beneficiaries (Chart a, Row 4)						
11.	TOTAL (Sum of Rows 5 & 10)	94	88	4	2	188



**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 & J]	[D] Ethnicity [Also identified as Hispanic or Latino]
1.	American Indian/Alaskan Native	0	0	0	0
2.	Asian	0	0	0	0
3.	Black/African American	17	0	18	0
4.	Native Hawaiian/Other Pacific Islander	0	0	0	0
5.	White	74	67	36	34
6.	American Indian/Alaskan Native & White	0	0	0	0
7.	Asian & White	0	0	0	0
8.	Black/African American & White	0	0	0	0
9.	American Indian/Alaskan Native & Black/African American	0	0	0	0
10.	Other Multi-Racial	31	29	12	14
11.	Column Totals (Sum of Rows 1-10)	122	96	66	48
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 Ethnicity 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)	120
2.	31-50% of area median income (very low)	1
3.	51-80% of area median income (low)	1
4.	Total (Sum of Rows 1-3)	122

**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)**

**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)**

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

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

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

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

Previous editions are obsolete

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form HUD 40110-D (Expiration Date: 11/30/2023)  
 OMB Approval No. 2506-0133

	Number Designated for the Chronically Homeless	Number Designated to Assist the Homeless	Number Energy- Star Compliant	Number 504 Accessible – Mobility Units – Sensory Units
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.

#### 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		
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)		