

CITY OF WORCESTER, MA



CONSOLIDATED ANNUAL PERFORMANCE & EVALUATION REPORT (CAPER) REPORTING ON YEAR TWO OF THE 2020-2025

CONSOLIDATED PLAN:

7/1/21 – 6/30/22



*Prepared by:
City Manager's Executive Office of Economic Development*

Contents

CR-05 - Goals and Outcomes	3
CR-10 - Racial and Ethnic composition of families assisted	10
CR-15 - Resources and Investments 91.520(a)	11
CR-20 - Affordable Housing 91.520(b)	16
CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)	18
CR-30 - Public Housing 91.220(h); 91.320(j)	23
CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j).....	26
CR-40 - Monitoring 91.220 and 91.230.....	31
CR-45 - CDBG 91.520(c)	34
CR-50 - HOME 91.520(d).....	35
CR-55 - HOPWA 91.520(e)	38
CR-58 – Section 3	39
CR-60 - ESG 91.520(g) (ESG Recipients only)	40
CR-65 - Persons Assisted.....	44
CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes.....	45
CR-75 – Expenditures.....	46

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.

During this Consolidated Annual Performance Evaluation Report (CAPER) period (July 1, 2021 – June 30, 2022), Worcester made progress toward many of its five year community development goals and priority needs.

To help low-to moderate income populations that may be homeless, at risk of homelessness, living with HIV/AIDS, or struggling with housing security, the Executive Office of Economic Development (EOED) implemented nine (9) Emergency Solutions Grant (ESG) program contracts with eight (8) local project sponsors totaling \$385,068 for 500 homeless or at-risk of homelessness households. This is an increase of 2.27% over the prior ESG program year. The Housing Opportunities for Persons with Aids (HOPWA) program generated five (5) contracts with four (4) agencies worth \$651,256 an increase of 6.85% to assist approximately 140 households with supportive services, project- and tenant- based rental assistance, and/or homeless prevention services throughout the Worcester Eligible Metropolitan Statistical Area (EMSA). The HOME funded Tenant-Based Rental Assistance (TBRA) program expended \$157,771 to 50 single adults to prevent them from homelessness with stable housing in conjunction with supportive services.

Affordable housing activities made steady progress in meeting the outcomes outlined by the 5-Year Consolidated Plan Goals. In conjunction with the City of Worcester Department of Inspectional Services (DIS), one (1) large blighted building is in progress of being demolished with \$7,199 of Community Development Block CDBG funds. The Systematic Housing Inspections Program (“Sweeps” program) run in conjunction with DIS utilized \$93,330 in CDBG to inspect 1,098 units of housing. The first time homebuyer down payment assistance program utilized \$5,000 to assist one (1) households with a purchase of their first home. This assistance is capped at \$5,000 per person for this activity. During the second year action plan period \$364,213 of CDBG funds and \$896,150 of HOME funds were expended toward the rehab 46 housing units (19 homeowner units and 27 rental units) and the construction of 3 new home owner units and 17 new rental units. These funds were used to assist with energy improvements, reduce lead hazards, repair code violations, and for safe and healthy rental units for low-to moderate- income populations. Due to COVID there was less activity in traditional housing activities, but with the recovery funds allowing none traditional funding mechanism with the funds we were able to fund other activities. This includes the Emergency Rental Assistance program, which provided rental assistance for those affected by the pandemic. This year \$857,334.27 in CDBG-CV funds were used to assist 476 households pay rental arrears. This successful program will continue as long as the funding stream will allow.

Regarding public service activities, a total of 7,633 low- and moderate-income (LMI) persons were assisted through 20 CDBG funded programs worth \$1,025,232 during the second year action plan

period. This includes 16 CDBG funded programs worth \$689,187 were that were contracted through second year CDBG entitlement funds which provided services to 5,358 low- and moderate-income (LMI) persons to address identified needs for health services, case management, homelessness prevention, youth programming, food and housing security, legal assistance, after school programming, recreational activities, financial assistance and elder transportation. Another 4 programs worth \$336,045 were also funded during this period with CDBG emergency COVID-19 stabilization funds to assist 2,275 LMI persons with food, hot meals, youth recreation, homelessness prevention, transportation and case management services. CDBG Public Service funds leveraged more than \$1,766,150 in other public and private resources during this period. Through the last two five action plan years (since 7/1/2020), 14,638 LMI persons have benefited from 48 public services programs in which \$2,244,400 in CDBG funds were expended (which in turn leveraged \$3,422,314 in other public and private resources).

Focus with regard to public facilities improvements has shifted to the Green Island neighborhood. The City has committed \$1,622,516 in CDBG allocations from 2019-2022 to assist with upgrades of infrastructure including road and/or sewer/drainage reconstruction within this distressed neighborhood in which 78% of residents are low- to moderate-income and which suffers from dilapidated roads/sidewalks, aging and maintenance deferred housing, chronic issues with flooding and drainage, as well as possibly pollution and contamination.

Nonprofit facilities benefitted from the investment of CDBG funds which in turn leveraged other public and private resources as exemplified by the YWCA which began a large-scale \$24 million renovation of its historic building in 2020. This renovation includes an update of the building envelope, all major building systems and program spaces to improve client physical comfort/safety, meet accessibility requirements, and incorporate energy efficient features. City CDBG funds have been allocated to this project including \$100,000 for Elevator Modernization (completed), \$100,000 for ADA Upgrades of all Bathroom Facilities (completed), and \$250,000 in CDBG allocated in 2020-2021 for Parking Lot Reconstruction and Paving (underway).

Under the second year action plan, \$2,182,584 in CDBG funds were allocated to public facilities improvement projects including \$32,725 for Girls Inc. Exterior Signage Improvement, \$200,000 for Green Island Phase III Infrastructure Improvements, \$300,000 for Low-Mod Neighborhood Street Improvements, and \$1,649,859 to purchase a new Worcester Fire Dept. Ladder Truck.

During the second year action plan, 5 business employing 5 persons were assisted with \$101,141 in CDBG. These CDBG funds in turn leveraged more than \$65,260 in other private and public funds. During the first year action plan, 7 business employing 9 persons were assisted with \$110,000 in CDBG. These CDBG funds in turn leveraged \$2,078,705 in other private and public funds. Thus during the last two action plan years, \$211,141 in CDBG funds was used to assist 12 businesses employing 14 persons. These CDBG funds leveraged \$2,143,965 in other funds.

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
Affordable Housing Development & Preservation	Affordable Housing	CDBG: \$ / HOME: \$	Rental units constructed	Household Housing Unit	75	17	22.66%	11	17	154.54%
Affordable Housing Development & Preservation	Affordable Housing	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	90	58	64.44%	33	27	81.81%
Affordable Housing Development & Preservation	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	75	4	5.33%	1	3	300.00%
Affordable Housing Development & Preservation	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	125	30	24.00%	7	19	271.42%
Affordable Housing Development & Preservation	Affordable Housing	CDBG: \$ / HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	50	4	8.00%	20	1	5.00%

Affordable Housing Development & Preservation	Affordable Housing	CDBG: \$ / HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	100	60	60.00%	30	30	100.00%
Economic Development & Business Assistance	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	50	5	10.00%	5	3	60.00%
Economic Development & Business Assistance	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	50	14	28.00%	9	5	55.56%
Economic Development & Business Assistance	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	50	12	24.00%	5	5	100.00%
Expanded Resources for Homeless Prevention	Homeless	ESG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	330	75		100	75	33.33%
Expanded Resources for Homeless Prevention	Homeless	ESG: \$	Homelessness Prevention	Persons Assisted	10	0		10	0	0.00%
Healthy and Sustainable Housing	Non-Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	15	1	6.67%	2	0	0.00%
Healthy and Sustainable Housing	Non-Housing Community Development	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	4235	1462	34.52%	847	1098	129.63%

Draft

CAPER

6

Housing Opportunities for Persons with HIV/AIDS	Homeless Non-Homeless Special Needs	HOPWA: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	125	0	0.00%	25	0	0.00%
Housing Opportunities for Persons with HIV/AIDS	Homeless Non-Homeless Special Needs	HOPWA: \$	Homelessness Prevention	Persons Assisted	350	0	0.00%	70	0	0.00%
Housing Opportunities for Persons with HIV/AIDS	Homeless Non-Homeless Special Needs	HOPWA: \$	Housing for People with HIV/AIDS added	Household Housing Unit	50	0	0.00%	10	0	0.00%
Housing Opportunities for Persons with HIV/AIDS	Homeless Non-Homeless Special Needs	HOPWA: \$651256	HIV/AIDS Housing Operations	Household Housing Unit	550	0	0.00%	110	0	0.00%
Improvements and Preservation of Public Facilities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	98325	240000	24.41%	98325	240000	24.41%
Neighborhood Stabilization & Revitalization	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2110	2110	100.00%	2100	2100	100.00%

Public Services for Low-Moderate Income Persons	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	10830	14638	135.16	5749	7633	132.7
Resolve Barriers to Housing for Homeless Persons	Homeless	ESG: \$385068	Homeless Person Overnight Shelter	Persons Assisted	500	853	100%	500	853	100%
Resolve Barriers to Housing for Homeless Persons	Homeless	ESG: \$385068	Homelessness Prevention	Persons Assisted	10	0		25	30	100%
Resolve Barriers to Housing for Homeless Persons	Homeless	ESG: \$385068	Other	Other	50	55	100%	100	55	55%

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.

Beginning in the summer of 2019, the Executive Office of Economic Development (EOED) engaged in a citizen participation process to identify community needs and provide community input on activities and programs to fund. Ten community needs assessment public meetings were held in different parts of the City, with at least one in each of the City Council districts. The meetings were attended by 141 total participants from neighborhoods with underserved, low-income, diverse, and minority residents. All meetings were intentionally held at locations accessible for potential and actual beneficiaries. The public meetings were advertised broadly through the City's media office as well as through door-to-door neighborhood outreach with at least one bilingual staff member. At each of the meetings, two bilingual staff persons were present that were able to provide translation and/or facilitation in Spanish and Vietnamese. In addition, a special public hearing was also held in the Green Island neighborhood in July 2019 to focus attention on the needs of that, very low- income, inner-city neighborhood (65 persons participated).

The Five (5) Year Consolidated Plan informed the second year (2021-2022) annual action plan outreach/funding recommendation process. The Community Development Advisory Committee (CDAC) traditionally serves as the formal citizen body that provides input on funding applications submitted as part of the city's CDBG Request For Proposal (RFP) process. The CDAC is a citizen advisory committee comprised of ten members, with two from each of Worcester's five council districts. The CDAC met remotely three times in May and June 2021 to evaluate, review and rate CDBG proposals for Public Services, Public Facilities and Improvements, and City Interdepartmental applicants that submitted proposals in response to this year's RFP, which was issued on March 9, 2021 and due by April 6, 2021.

While the CDAC issues initial advisory recommendations on funding allocations, it is the city administration, through the city manager, that ultimately recommends which CDBG projects and activities to fund which form the basis of the annual action plan.

HOPWA proposals were vetted by the city administration together with the HOPWA Advisory Committee. This committee is composed of experts in community health and the HIV/AIDS field in Worcester County and Connecticut. The process was similar to CDAC in its review, including holding a remote public meeting to introduce the HOPWA process and guidelines, a technical assistance meeting for interested applicants, and a review and ranking session held in public at City Hall.

ESG proposals were vetted by an ESG RFP Review Committee that was comprised of members of the Worcester City and County Continuum of Care (CoC), and local funders of such social services such as the United Way. The ESG RFP Review Committee also followed a similar process to the CDAC in its review, including holding a remote public meeting to introduce the ESG process and guidelines, a technical assistance meeting for interested applicants, and an RFP review and ranking session at City Hall.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG	HOME	ESG	HOPWA
Race:				
White	3369	130		0
Black or African American	480	73		0
Asian	543	1		0
American Indian or American Native	9	0		0
Native Hawaiian or Other Pacific Islander	1	0		0
Total	4402	204	0	0
Ethnicity:				
Hispanic	2463	35		0
Not Hispanic	1939	169		0

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

Narrative

Above reports from IDIS PR-23 accomplishment reports. Please see attached HOPWA CAPER and ESG SAGE CAPER 2020-21 analysis for racial and ethnic populations assisted with HOPWA and ESG.

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	7,584,969	4,397,239.64
HOME	public - federal	3,048,554	1,140,153.47
HOPWA	public - federal	783,997	689,360.81
ESG	public - federal	2,286,220	398,630.87

Table 3 - Resources Made Available

Narrative

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Green Island Revitalization Initiative	11	13	Census Tract 7325.00
Low-Moderate Income Census Tracts	76	78	Census Tracts > 51.0% LMI

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City of Worcester is comprised of 44 U.S. Census tracts, of which 26 tracts had 51.0% or more of their populations being persons of Low-Moderate Income (LMI) - defined by HUD as households whose incomes were 80% or less of the metropolitan area median income as adjusted for family size. One of these tracts, 7325.00, was ranked as one of the top 5 of the city's most distressed and the with high levels of poverty, crime, problems with idle youth including gangs and drugs, foreclosed properties, absentee property ownership, vacant/boarded-up buildings, empty lots and other economic distress factors. This tract (7325.00) is the focus of the Green Island neighborhood, which works across multiple City departments in concert with key community institutions and stakeholders to improve the quality of life in that area.

The city's focus on targeted, strategic neighborhood development and revitalization is exemplified by the targeting of allocations to programs that serve Low-Moderate Income census tracts particularly in the Green Island neighborhood. Overall 91% non-administrative, Second Year Annual Action Plan (7/1/2021 - 6/30/2022) funds were targeted to activities located or that serve the above reported 26 LMI Census Tracts, of which 13% of allocated funds will directly serve the Green Island neighborhood.

Leveraging

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

The HOME Match report below shows the Match requirement of the program was met with an excessive match to be carried over to next year. Through the CARES Act process a waiver was given for a 100% reduction in the HOME match requirement for this year.

Focus with regard to public facilities improvements has shifted to the Green Island neighborhood. The City has committed \$1,622,516 in CDBG allocations from 2019-2022 to assist with upgrades of infrastructure including road and/or sewer/drainage reconstruction within this distressed neighborhood in which 78% of residents are low- to moderate-income and which suffers from dilapidated roads/sidewalks, aging and maintenance deferred housing, chronic issues with flooding and drainage, as well as possibly pollution and contamination.

Nonprofit facilities benefitted from the investment of CDBG funds which in turn leveraged other public and private resources as exemplified by the YWCA which began a large-scale \$24 million renovation of its historic building in 2020. This renovation includes an update of the building envelope, all major building systems and program spaces to improve client physical comfort/safety, meet accessibility requirements, and incorporate energy efficient features. City CDBG funds have been allocated to this project including \$100,000 for Elevator Modernization (completed), \$100,000 for ADA Upgrades of all Bathroom Facilities (completed), and \$250,000 in CDBG allocated in 2020-2021 for Parking Lot Reconstruction and Paving (underway).

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	3,280,825
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	3,280,825
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	3,280,825

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 begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
\$0	\$0	\$0	\$157,771	\$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	0	0	0	0	0	0
Number	0	0	0	0	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	2,737,703	2,737,703	0			
Number	3	3	0			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		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

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	116	62
Number of Non-Homeless households to be provided affordable housing units	78	67
Number of Special-Needs households to be provided affordable housing units	24	0
Total	102	129

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	30	62
Number of households supported through The Production of New Units	12	22
Number of households supported through Rehab of Existing Units	40	44
Number of households supported through Acquisition of Existing Units	20	1
Total	102	129

Table 12 – Number of Households Supported

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

Discuss how these outcomes will impact future annual action plans.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	1	0
Total	1	0

Table 13 – Number of Households Served

Narrative Information

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

There are several agencies conducting outreach efforts in the City of Worcester. Collaborations with the City of Worcester, Worcester County Continuum of Care and the City's Emergency Solutions Grants (ESG) to support outreach efforts and case management services that connect the unsheltered homeless population with emergency shelters, permanent housing, and the supportive services necessary to maintain their housing.

The City its strategies in reaching out to the sheltered and unsheltered homeless persons and assessing their individual needs. City ESG funds supported salary costs for .5 FTE Outreach Case Manager who works as part of the City of Worcester Quality of Life Task Force to conduct assessment of individual needs, enable access to mainstream resources, and housing referrals for households without children that are unsheltered. In one year, the outreach case manager contacted an estimated individuals living in places not meant for human habitation; of those 186 individuals, 45 engaged with the Outreach Case Manager to develop a housing placement to achieve or maintain ongoing stability.

In addition to ESG Outreach, there are homeless outreach services offered through a variety of different service providers in the City that offer immediate and long term assistance to unsheltered persons by frequenting locations such as the downtown corridor of Union Station, the Public Library, other parks and roadways prone to panhandling and loitering throughout the City, soup kitchens, and food pantries to identify and engage with such individuals/families. The goal is to engage with people over time; and encourage those who typically refuse services, that they may accept help through long-term engagement of the street outreach workers focused on mental health assessments, treatment, advocacy, and benefit assistance. Community organizations continue to engage with partners and stakeholders to create a holistic system of outreach. Engaging with hospitals, law enforcement, detox centers, and other services who commonly encounter homeless individuals. Without disclosing sensitive personal information, the partners then strategize using common resources and learning from success stories on how to ensure the safety and improved life condition of the individuals and the community.

Outreach to homeless families focuses on collaboration with first responders, local governments, and neighborhood centers that most frequently encounter newly homeless families. All outreach workers in the community are connected to one another and other housing service providers through the Coordinated Entry & Assessment Working Group facilitated by the Worcester City and County Continuum of Care. As part of broader efforts to eliminate chronic homelessness, the City Manager's Task Force for Sustaining Housing First Solutions developed a plan to provide the appropriate level of supportive housing to chronic homeless people on the streets, in encampments or in shelters within the

community. Recommendations for achieving and sustaining a functional zero of adult chronic homelessness include but are not limited to:

1. Public, Nonprofit organizations, and private landlords should work together to produce 103 housing units by December 30, 2019, and continue to preserve and develop adequate units for those who become chronically homeless in future years.
2. All community housing entities and mainstream support service providers should become part of the Worcester City & County Continuum of Care (CoC) Coordinated Entry System (CES), aimed at providing housing subsidies with individualized support services prioritized for chronically homeless individuals.
3. The Coordinating Council has been exploring and are establishing a pilot program of an early warning system that includes a homeless prevention fund, an adequate triage and assessment system of diversion, alternative residential or service referral, and reunification/relocation where appropriate, and rapid re-housing to prevent people from becoming homeless or to limit shelter stays.
4. The City and Coordinating Council are in motion to produce a variety of housing units, from individual scattered sites to small (e.g., 10-15 units) and moderate-sized (e.g., 25 units) congregate sites, which would include on-site resident managers, to accommodate the various current needs of clients and anticipate the need in future years.
5. The City and the Coordinating Council have identified sources of capital for the development of housing for the chronic homeless, including the enhancement of a Worcester-based low interest loan fund.
6. The City is assisting providers by identifying properties appropriate for expanding housing units, and when possible, donate City-owned property. The Coordinating Council continues to advise the City on regulations and zoning that promotes development of appropriate housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City's one-year plan to address emergency shelter and transitional shelter needs for the homeless were encompassed in Strategic Plan Goal 8: Resolve Barriers to Housing for Homeless Persons, and Goal 9: Housing Opportunities for People Living with HIV/AIDS. These actions were supported by both ESG and HOPWA funds through the following activities.

ESG Shelter funds support shelter Case Management for Triage and Assessment services at the primary shelter for unaccompanied homeless adults and the operations of transitional housing for victims fleeing domestic violence and. In total, 1,552 unaccompanied adults experiencing homelessness benefitted from ESG emergency shelter funds through the Triage and Assessment Center, while 22 individuals fleeing from domestic violence benefited from emergency shelter operations funds. Each of these activities helped address the shelter and transitional housing needs of homeless populations because of the crisis intervention nature of the program support. They supported the operations and case management of facilities to ensure the safety and stability first, followed by reentry skills such as employment before the transition to permanent housing so that individual needs can be addressed towards greater housing outcomes. These programs recognize that permanent housing is the ultimate goal, but some populations that are particularly at risk may need enhanced stabilization and case

management.

HOPWA funds supported the operations and supportive services associated with Transitional Housing needs, including the intensive case management costs for HIV positive women with or without children, and special needs population including those being discharged from institutions, or with severe mental health and substance abuse barriers. HOPWA Supportive Service agencies such as Making Opportunity Count expanded their program and are now serving at a new capacity of 12 Households. In the past year Aids Project Worcester Housing Services Program was able to provide services to 80 unduplicated HIV positive eligible individuals.

There is a strong correlation between homelessness and poor health outcomes which can complicate the medical management of HIV. Housing intervention from agencies such as Making Opportunities Count, Aids Project Worcester and Perception Program Inc., improves the health outcomes of HIV-positive homeless persons. In addition to, 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 working towards Goal 7: Expand Resources for Homelessness Prevention, HOPWA dollars were used to support 10 low income individuals with an HIV/AIDS diagnosis in avoiding homelessness through the provision of short term rent, utilities and mortgage (STRMU) assistance as well others were provided with Permanent Housing Placement (PHP) Support to stabilize in permanent housing through the payment of first and last month's rent, thus avoiding homelessness and stabilizing in permanent housing.

Through the case management services funded by the City's allocation of ESG funds, many of these prevention services were supported. The Commonwealth of Massachusetts does provide information for youth in foster care or leaving foster care. It coordinates with many service providers and provides resources and education on many subjects, such as your rights, services, education, health, and relationships. The Answer Book was written to help youth reach adulthood more prepared to live safely, successfully, and independently. However, often times, there are individuals that fall into homelessness or are in precarious situations and are at imminent risk of homelessness. Similarly, for those exiting the criminal justice system, many are at-risk of homelessness. Providers around the country are finding that rapid re-housing can be an effective intervention to help young people experiencing homelessness. These providers are using the same core components of rapid re-housing as adult rapid re-housing programs: housing identification, rent and move-in assistance, and case management and services, but tailoring each component according to where young people are in their life journeys.

To address the potential homelessness youth, in partnership with the Continuum of Care, and agencies such as The Bridge of Central Massachusetts, South Middlesex Opportunity Council and LUK, Inc., resources targeting include but not limited to youth who are at risk of aging out of the foster care system without permanency or who have aged out. This collaboration continues to formalize working relationships between these organizations to provide comprehensive and outcomes-oriented services for youth and young adults who are or have been involved in the state systems who are facing barriers to stability as young adults.

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 28-member task force, set up by City Manager Edward Augustus, continues to meet quarterly to continue the ongoing examination of the community's needs and resources to address adult chronic homelessness. The Task Force's ultimate goal is to develop a plan for actions and resources to sustain a long-term system of permanent supportive housing in the city

The City's Plan continues to Address Homelessness strives to expand on the successful "housing first" model, which moves away from extensive and costly shelter stays, and to focus on homeless prevention to stabilize vulnerable individual adults, families, youth and young adults. The City's ultimate goal is to quickly stabilize those in our community who are homeless so they can ultimately obtain safe and affordable permanent housing. The City recognizes the need to develop units for individuals and families through innovative strategies including rehabilitating existing housing stock along with furthering efforts to prevent homelessness, and improve the delivery of comprehensive service strategies that address the health, employment, and long term self-sufficiency skills targeted to specific populations struggling with homelessness and other special needs.

All HUD-funded programs include financial eligibility criteria and are targeted to very low-income and extremely low-income households. Local providers such as the Bridge of Central Massachusetts offer essential services to prevent homelessness and work closely with Individuals (include chronically homeless individuals) and families, families with children, unaccompanied youth ages 18 - 24 (with a particular emphasis on LGBTQIA+ youth), and individuals with dual diagnoses mental health and addiction challenges

ESG Rapid Rehousing funds provide short term and medium term rental assistance as well as housing relocation and stabilization services. Rapid rehousing funds throughout the program year..

HOPWA funds focus on stabilization in the transition to permanent housing by providing supportive services to 146 individuals with an HIV/AIDS diagnosis in the Worcester Eligible Metropolitan Service

Area. HOPWA programs for Tenant Based Housing Assistance and supportive services focused on the attainment of permanent housing through mobile vouchers. Additional permanent housing was facilitated through facility based programs and Permanent Housing Placement rental startup assistance.

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

Actions taken to address the needs of public housing

The Worcester Housing Authority (WHA) owns and manages approximately 3,000 Public Housing (PH) units and administers 3,934 housing vouchers in its federal Housing Choice Voucher and state MRVP programs as well as managing the properties and programs of the Holden Housing Authority through a Management Agreement. In 2020, the WHA completed a property wide feasibility study by EJP Consulting. The WHA is reviewing the recommendations of EJP for the WHA to maintain the long-term affordability of each program. Additionally, in 2021, the WHA solicited a request for proposals to conduct a physical needs assessment of 5-10 properties as recommended by the EJP report.

The WHA is underway with its redevelopment plan for its public housing portfolio investment of \$4.5 million. This redevelopment plan included concrete repairs, sidewalk repairs, and major landscape work as well as roof replacement, elevator replacement at two locations and energy conservation measures. In addition to these improvements, the WHA is replacing floors and kitchens at some of its family developments. WHA continues to address the needs of public housing tenants and applicants through reasonable accommodation requests.

The success of the WHA Transitional Housing Program continues to be recognized by the Worcester community. All participants of this program are referred to the WHA from state-funded homeless shelters and are provided with opportunities to get their lives back on track; having successful and enriched lives. Through the dedication of the case manager, participants are provided with an array of services tailored to their individual needs. Many participants who have benefited from this program have transitioned into conventional tenancies with the WHA, moved on into jobs and careers, and have relinquished their dependency on public assistance and services as a means of survival. Over the past few years, the WHA has developed and implemented a self-sufficiency program called "A Better Life". This program provides intensive case management to families. The program requires that all adult household members go to work, attend a school or perform community service for a minimum of 30 hours a week. The comprehensive case management focuses on five major areas: education, employment, health, finances, and family challenges.

A Place to Live

In 2019, the WHA partnered with the City of Worcester and local agencies to mitigate and bring a long-term solution to the chronically homeless population to the City of Worcester. This project is mainly funded by the Department of Housing and Community Development (DHCD) and the City of Worcester and it's expected to be completed by 2022. The first project featuring the modular construction of micro-units, "A Place to Live" presents the idea of creating a more conducive space for individuals to improve their lives while also having their privacy. Using modular housing to construct a three-story, 10,000 square feet building comprised of 24 micro-units at 38 Lewis Street. Each occupant will have their own apartment, equipped with a fully functional bathroom, kitchen, and sleeping quarters. Additionally, WHA will provide wraparound services in partnership with South Middlesex Opportunity Council (SMOC), which will assign an in-house case manager, whose purpose is to help each candidate

become financially independent and self-sufficient.

Tiny Homes

The WHA has agreed to be a funding partner, through the issuance of project based vouchers, to the East Side CDC for their “Tiny Homes” project. Located at the old Worcester Academy fields on Stafford Street in Worcester. The East Side CDC’s goal is to build between 18-30 homes to provide housing to the chronically homeless population. These are small houses, with neighbors in their own private homes.
(cont. textbox)

Actions Cont.

Other Developments InitiativesThe WHA is also a funding partner for SMOC, which is currently building 18-20 units in downtown Worcester, in the Main South area. The units will be targeted towards the chronically homeless population, who will also benefit from SMOCs wrap-around services and help them work towards self-sufficiency. The WHA is providing SMOC with 8 to 12 project based vouchers to make the project viable and provide a constant subsidy. **Gateway Cities**The WHA received funding from DHCD for the revitalization of Great Brook Valley and Curtis Apartments through the WHA’s Inspire to Grow Project. This project is centered on creating the Economic Opportunity Center (EOC) and expanding the WHAs public housing portfolio. The EOC will house the Family and Resident Service staff, Housing Managers Office, the GBV branch library, a childcare facility for the Worcester Comprehensive Education and Care Network programs, a community room for public meetings, an office for the Resident Council, classrooms, Step-Up Apprenticeship Program, and a new computer lab. The construction of the EOC building will facilitate our residents to work towards their goals while receiving the proper assistance under one roof. In addition, the relocation of the staff offices to the EOC, whose offices are currently scattered throughout the Great Brook Valley area, allows the conversion of the current offices to an estimated 30 new units, with 6 of those units being new wheelchair-accessible units. **CMHA**The WHA received 73 emergency section 8 vouchers under the Emergency Housing Voucher Program. The vouchers will be issued to people who are chronically homeless and victims of domestic violence, and a majority of these vouchers are expected to be issued to disabled people. The WHA is partnering with Central Mass Housing Alliance relative to this program. **Terraaponics**Starting in 2020, the WHA partnered with EvanLEE Organics, LLC (the distributor and creator of the terraaponics indoor growing system) to begin a pilot program that allows WHA to grow healthy food year-round. Through the Terraaponics Program, WHA aims to supplement the refrigerators of food-insecure residents and to help them learn healthier behaviors that will improve their overall health. The WHA also aims to enrich and transform the lives of the residents. Another WHA goal with the creation of the Terraaponics is to successfully instruct WHA resident apprentices in the planting, care, maintenance, and all other aspects of terraaponics crops and gardening practices, adding to their skill sets and preparing them for graduation from the Step-Up Apprenticeship Program and the workforce. The WHA will purchase over 240 new growing racks to increase the capacity of the Terraaponics Program. Aiming to move into a new 6,159 square foot facility at the WHAs new headquarters at 630 Plantation Street in 2022.

Actions taken to encourage public housing residents to become more involved in

management and participate in homeownership

The WHA continues its mission in providing decent, safe, and affordable housing for low-income people; economic and educational opportunities to promote and sustain an environment in which families can achieve self-sufficiency and improve their quality of life. Through various self sufficiency programs, the WHA provides its resident with opportunities in employment, job training and education. Through its "Step Up" Apprenticeship and Clerical Apprenticeship programs, the WHA has provided many residents with an opportunity of gaining meaningful employment, some for the first time in their lives. The WHA continues to believe that education is the key to success and GED and ESL classes are held on site, as well as two computer and homework centers in an effort to promote the importance of education. Additionally, WHA continued the Family Self Sufficiency (FSS) program to assist families with the transition from renting to home ownership. FSS participants are provided assistance with resources and referrals for credit counseling, banking information and their escrow accounts and may use these funds as a resource to help with down payments and/or closing costs or other expenses related to the purchase of a new home. The WHA has long realized that a portion of its success is dependent upon the satisfaction of its residents. Continuing its efforts in fostering partnerships with them, the WHA has encouraged the formation and organization of tenant organizations. These recognized tenant organizations are the conduit through which ideas and issues are presented to the WHA administration and through which policy, operational and program changes and enhancements are presented to its residents. The Executive Director meets monthly with the WHA Jurisdiction wide Resident Council to discuss policy changes, program implementation and other areas of the WHA operation that have a direct effect on the people it serves. The WHA recognizes and appreciates the knowledge, life experiences and ideas that it receives from its resident population. CAPER 25 OMB Control No: 2506-0117 (exp. 06/30/2018)

Keeping its communities safe and crime free is the Worcester Housing Authority's first priority. To be successful, the WHA needs to rely on partnerships with the Worcester Police Department and its residents. To that end, the WHA has 15 active Crime Watch groups that represent 15 of its largest communities. All of its Crime Watch groups meet regularly and are attended by key WHA personnel, members of the WPD and tenant leaders. Representatives from City government, the District Attorney's office and other agencies also attend. These meetings are open to any resident of the WHA.

The WHA will continue in its proactive approach in providing decent, safe affordable housing and be innovative in its programming and services that it provides its residents. It will also explore new opportunities that will hopefully increase the numbers of affordable housing opportunities for its residents and the community at large.

Actions taken to provide assistance to troubled PHAs

The Worcester Housing Authority (WHA) was not classified as a troubled Public Housing Authority (PHA), but was classified as a High Performing PHA during the reporting program year by the U.S. Department of Housing & Urban Development (HUD).

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 of Worcester continues to work on addressing barriers to affordable housing. The City is firmly committed to creating an environment where its residents have equal access to the housing of their choice, and fair housing laws are respected. The City's Office of Human Rights and Disabilities works to eliminate bias, bigotry, and prejudice through outreach, education, mediation, and advocacy. Its goal is to ensure that all Worcester residents and visitors of all abilities have access to programs and services by providing information and referral, advocacy, outreach and educational programs.

Worcester Fair Housing Project (WFHP)

The Worcester Fair Housing Project (WFHP), a joint project between Community Legal Aid (CLA) and the City of Worcester, provides advice and representation to anyone in Worcester County who has been the victim of housing discrimination. The WFHP has assisted clients in a range of discrimination claims, including racial harassment, refusal to rent due to family status, refusal to remove lead paint, interference with housing subsidies, and discrimination based on disability.

In addition to litigation, the WFHP conducts education workshops on fair housing laws for tenant groups, social service providers, property owners, and other community members. The WFHP also trains civil rights investigators to "test" whether housing discrimination is occurring in the county, to support litigation or promote equitable settlements for project clients.

The Worcester Fair Housing Project's work plan consists of intake, investigation, enforcement, education, and outreach activities. For its intake component, the Project will take 360 complaints by persons who have experienced discrimination in their search for housing, their efforts to maintain their current housing, or their attempts to access affordable housing programs. For its testing component, the Project recruited and trained 55 testers and performed 150 complaint-based and audit paired tests. For its enforcement component, the Project assessed the 360 complaints it received, assist 90 clients requesting reasonable modifications or accommodations; obtain favorable pre-filing closings in 45 cases; litigate 45 cases and reach successful resolutions in 30 of those cases; mediated 12 cases and reached successful resolution in 9 of them; and monitored 15 settlement agreements.

For its education and outreach component, the Project's staff, including employees of CLA and the City of Worcester, will conducted housing workshops throughout the region; conducted fair housing trainings for the City of Worcester's Human Rights Commissioners and for CLA employees; publicized the Project in various media outlets; and created and distributed brochures and posters about classes protected under the Fair Housing Act. Much of this work was made possible through the HUD Fair Housing Initiatives Program (FHIP), which partner's organizations with HUD to help people identify government agencies that handle complaints of housing discrimination. In addition to funding organizations that provide direct assistance to individuals who feel they have been discriminated against while, attempting to purchase or rent housing, FHIP also has four initiatives that promote fair housing laws and equal housing opportunity awareness through competitive grants to eligible organizations.

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

Challenges to meeting underserved needs in the past year stemmed primarily from increasing demand for program activities combined with decreasing amounts of funding. In order to maximize efficiency and achieve a greater impact, the City's Executive Office of Economic Development conducts funding overview and technical assistance workshops for parties interested in applying for HUD entitlement funds through CDBG, HOPWA, and ESG in the fall of each year. These annual workshops, designed to focus and facilitate discussion with interested parties in order to define the key social service issues and community needs in Worcester, identify gaps in service, brainstorm potential strategies to address needs and gaps. The workshops, also designed to foster dialogue among agencies/departments to enhance collaboration, and the sharing of information.

The City of Worcester collaborates with Ascentria Care Alliance to provide language bank services for more than 90 different languages - significantly improving access to city services for people with Limited English Proficiency (LEP). The contract with Ascentria provides for interpreters to be available either onsite or by telephone for City employees interacting with the public - including at City Hall and on site during situations like code inspections and public safety situations. This policy is part of a larger effort by the City Manager and numerous City departments to make municipal government more inclusive, diverse and reflective of the community it serves.

The language policy will ensure meaningful communication between LEP persons and the City by providing for interpretation and translation services at no cost to the LEP person being served. Communication services, provided for information contained in private documents, including applications, statements, ordinances and relevant forms. Written translation for vital documents, including consent and complaint forms, applications for programs, activities or to receive city government benefits or services, etc., are also provided.

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

The Worcester Lead Abatement Program was awarded a \$5.6 million Lead Hazard Reduction Control Grant from the HUD Office of Healthy Homes in 2019 for the lead paint and soil abatement of low income and very low income housing units, as well as the provision of primary prevention services in the form of outreach and education to low- and moderate-income families with children under age six. The City plans to continue these efforts through subsequent rounds of HUD Healthy Homes funding, and anticipates addressing lead-based paint hazards in 76 housing units over the next year. Previously the city had a \$3.71 million 2015 LHRD grant from HUD.

The City's Housing Development Division (HDD) administers the Worcester Lead Abatement Program that can provide up to \$10,000 per unit to assist with lead abatement in approved properties with low-to moderate-income tenants. HDD also coordinates the Massachusetts "Get the Lead Out" loan program funded by MassHousing for additional abatement assistance over the \$10,000 per unit threshold. In addition, any CDBG funded housing rehabilitation project over \$25,000 will be delead in conjunction with the rehabilitation activities to take place. For projects between \$5,000 and \$24,999, a lead report will be obtained prior to rehabilitation work taking place.

At the completion of the 2015 LHRD grant cycle, the city had assessed 314 units for lead hazards and

completed deleading in 269 units of Low/Moderate Income Housing totaling \$3,350,619 in HUD Lead funding as well as using CDBG funding in the amount of \$356,633 as match funding. Since the beginning of the 2020, the city has assessed 76 units. The 2019 LHR grant cycle aims to assess 300 units for lead hazards and to complete lead abatement in 238 units of housing before 2024.

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

Given the high proportion of residents living in poverty, the City focuses on using its HUD entitlement program funds for initiatives and projects that provide the maximum benefit to very low, low and moderate income individuals and households. The City's anti-poverty strategy seeks to support programs that provide job and life skills training and other advancement opportunities, and is part of a coordinated effort to create jobs and improve the local economy. This two-pronged approach helps families achieve and maintain economic security and self-sufficiency. In addition, the Executive Office of Economic Development (EOED) continues coordinating with the Central Massachusetts Workforce Investment Board (CMWIB) around programs and initiatives that support the City's goal of reducing poverty.

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

In July of 2014, the Worcester City and County Continuum of Care (CoC) formed its Board, which is the primary planning and decision-making body on homeless assistance in Worcester County. The Board consists of committees for HMIS Data collection, Program Outcomes and Monitoring, Mainstream Resources, Veterans, and Coordinated Entry. The Program Outcomes and Monitoring Committee is chaired by a representative from the City of Worcester's Department of Health & Human Services, and has set in motion the development of system performance measures that will better institutionalize monitoring, evaluation, and progress towards ending homelessness in Worcester and Worcester County. The Central Massachusetts Housing Alliance, Inc. (CMHA), the lead agency for the Worcester City and County Continuum of Care (CoC) in partnership with the City of Worcester and CoC-funded agencies convenes coordinated Assessment & Entry for Homeless Persons. The purpose of the Coordinated Entry system is to improve the quality of the CoC and greater Worcester's homeless housing and service system, and to improve outcomes for individuals and families in the continuum that are threatened with or experiencing homelessness. Two Work Groups convene weekly to develop the coordinated entry policy, with one group focused on the needs of homeless families and the other on homeless individuals (including veterans and their families, and unaccompanied youth). The work groups implement processes that prioritize individuals and families with the greatest needs (especially chronically homeless households) for housing and service assistance, and attempt to minimize barriers to entry because of lack of employment or income, drug or alcohol use, or having a criminal record. The City and the CoC encourage a Housing First model, but recognize that some housing and service resources are required by funding agencies or providers to give preferences to certain populations including sub groups determined by age, disability, or gender. The Coordinated Entry system ensures appropriate access to housing based on individual needs and assessments, and promotes effective referrals and partnerships throughout the homeless services system.

Finally, the Homeless Management Information System (HMIS) is additionally managed by the Central Massachusetts Housing Alliance, Inc. (CMHA) and supported in part by ESG dollars. The HMIS allows for streamlined data collection among ESG and CoC-funded entities. These data have been used, in addition to annual and quarterly point-in-time counts, to track the number of homeless individuals and families both sheltered and unsheltered throughout Worcester County. This data has been critical in the resource allocation process, as resources have been strategically allocated to areas of highest need within the homeless services system. In addition the City has provided additional monies to agencies to update bandwidth, add additional monitoring resources and formed collaborations with other agencies to spearhead a more collaborative, smoothfree system for all.

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

The Executive Office of Economic Development (EOED) works to foster strong relationships and enhance cooperation and coordination between public and private service and housing providers. Development of the Consolidated Plan benefited from input from a broad range of stakeholders who contributed through interviews and focus groups, in addition to those who were represented at public meetings and hearings. Entities participating in the process included agencies and groups with expertise in areas such as housing, youth services, case management, mental health, education, employment assistance, basic needs, and health services. As a means of gaining input, individual and group consultations were held in the fall of 2021 virtual meetings were held with providers of public and affordable housing, and services for homeless, special needs, and low-income populations. The workshops was designed as focus and update groups to discuss what each agency defines as the key homeless and social service issues in Worcester, to identify gaps in service, and to brainstorm potential strategies to address needs and gaps. The workshops were also designed to foster dialogue among agencies/departments to enhance collaboration and the sharing of information.

The City of Worcester actively participates in ongoing efforts to enhance coordination with private industry, businesses, developers, and social service agencies in order to foster economic development. EOED, through the Business Assistance Division, plays a leadership role in the Worcester Business Resource Alliance (WBRA), a centralized network of business professionals, technical assistance providers, lenders, and community development organizations that collectively provide services to entrepreneurs and small business owners and managers. EOED also meets regularly with neighborhood business associations, and coordinates with the Worcester Regional Chamber of Commerce and Worcester Business Development Corporation. At the state level, EOED has strong partnerships with the Mass. Office of Business Development and MassDevelopment, as well as relationships with the Massachusetts Life Sciences Center and the Massachusetts Manufacturing Extension Partnership (MassMEP).

Refugee Resettlement

Worcester is Massachusetts' top destination for resettlement for persons escaping persecution in their countries of origins. In response to growing recognition about the specific impediments faced by refugee populations in housing, the City of Worcester established the Worcester Refugee Housing Working Group. Attendees of this working group include:

- City departments that work on different aspects of housing, such as the Housing Division of Economic Development, Inspectional Services, and the Office of Human Rights;
 - the Attorney General's Office;
 - the three resettlement agencies in Worcester;
 - Community Legal Aid; and
 - An assortment of other non-profit agencies and community members.
- Cont. below

Coordination cont.-

The working group stated mission is to support safe, sustainable and welcoming short and long-term housing needs of refugees in the City of Worcester. Working group meetings are an opportunity to share and collaboratively work together to solve housing challenges such as rental discrimination, public health, sanitation and environmental/healthy homes concerns, and obstacles to long term affordable housing. Beyond the unquantifiable impact that the information and resource sharing between member agencies of this working group has had, the working group has also resulted in numerous know your rights, research and advocacy initiatives. The working group, for example, has organized multiple trainings for refugees and agency staff at Ascentria Care Alliance in order to discuss fair housing, code enforcement, and affordable housing options in Worcester. The working group has also collaborated with the Clark University Department of International Development, Community & Environment for the 2020-2021 academic year on a continued project examining refugee housing trends and housing (in) stability beyond the 90-day initial resettlement period. The Worcester Fair Housing Project, a grant project between the City and Community Legal Aid, has also played a central role in doing outreach to non-profits, churches, healthcare facilities, and other community spaces in Worcester to disseminate information about fair housing.

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

Please see attached the results of the impediments to fair housing attached to this report.

CR-40 - Monitoring 91.220 and 91.230

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

The City of Worcester has an internal management plan to assure the proper and compliant implementation of the Strategic Plan and the Annual Plan activities. Procedures have been put in place to assure proper compliance with all program requirements for the CDBG, HOME, HOPWA, and ESG entitlements.

Project managers are responsible for monitoring their assigned projects and activities. Priority is given to new projects or organizations. Monthly “desk audits” of grant subrecipients’ programs allow project managers a chance to track the timeliness of expenditures and the status of program outcomes, through subrecipient Project Cash Requests (PCR) documentation. On-site monitoring will ramp back up in the Fall of 2021 which provides an opportunity for staff members to ensure subrecipients are in compliance with Federal regulations and are actively working to achieve the objectives outlined in their grant agreements and the Annual Action Plan. Site visits also allow subrecipients to receive technical assistance and provide feedback about program administration. By carefully examining subrecipients’ performance through desk audits and onsite monitoring, the City can conduct a risk assessment to identify which subrecipients require more comprehensive monitoring. High-risk sub-recipients might include those new to the CDBG, HOME, ESG, or HOPWA programs, those who experienced turnover in key staff positions or a change in goals or direction, those with previous compliance or performance problems including failure to meet schedules, submit timely reports, or clear monitoring or audit findings, and those undertaking multiple CDBG, HOME, ESG, or HOPWA funded activities for the first time.

An on-site monitoring schedule is prepared based on this risk assessment. First, the assigned monitor will contact the agency to explain the purpose of monitoring and schedule a date and time for the onsite visit. Once this is completed, a confirmation letter is sent before the scheduled visit to confirm all aspects of the monitoring and to explain what can be expected.

During the actual visit, a thorough review of the subrecipient’s files ensures they comply with all regulations governing their administrative, financial and programmatic operations and that they are achieving their performance objectives within schedule and budget. A clear written record of the on-site visit is kept by using one or more of the City of Worcester/HUD monitoring checklists. The assigned monitor will fill out the form during the visit. At the end of the visit, the monitor concludes the visit by reviewing the tentative conclusions from the monitoring. Once the on-site visit is completed, the monitor prepares a formal written letter describing the results of the visit, providing recognition of the subrecipient’s strengths and weaknesses. If the subrecipient is experiencing problems or is failing to comply with regulations, these issues will be specifically outlined in the monitoring follow-up letter, along with recommendations or requirements to address and rectify problems. If a concern or finding is issued for noncompliance with Federal rules and regulations, the monitoring follow-up letter will provide recommendations on how the situation can be remedied. When a finding is issued, the

monitoring follow-up letter will identify a deadline for when the specific issues must be corrected. The monitor will then follow-up with the organization to make sure the corrections have been made.

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.

Beginning in the summer of 2019, the Executive Office of Economic Development (EOED) engaged in a citizen participation process to identify community needs and provide community input on activities and programs to fund. Ten community needs assessment public meetings were held in different parts of the City, with at least one in each of the City Council districts. The meetings were attended by 141 total participants from neighborhoods with underserved, low-income, diverse, and minority residents. All meetings were intentionally held at locations accessible for potential and actual beneficiaries. The public meetings were advertised broadly through the City's media office as well as through door-to-door neighborhood outreach with at least one bilingual staff member. At each of the meetings, two bilingual staff persons were present that were able to provide translation and/or facilitation in Spanish and Vietnamese. In addition, a special public hearing was also held in the Green Island neighborhood in July 2019 to focus attention on the needs of that, very low- income, inner-city neighborhood (65 persons participated).

The Five (5) Year Consolidated Plan informed the second year (2021-2022) annual action plan outreach/funding recommendation process. The Community Development Advisory Committee (CDAC) traditionally serves as the formal citizen body that provides input on funding applications submitted as part of the city's CDBG Request For Proposal (RFP) process. The CDAC is a citizen advisory committee comprised of ten members, with two from each of Worcester's five council districts. The CDAC met remotely three times in May and June 2021 to evaluate, review and rate CDBG proposals for Public Services, Public Facilities and Improvements, and City Interdepartmental applicants that submitted proposals in response to this year's RFP, which was issued on March 9, 2021 and due by April 6, 2021.

While the CDAC issues initial advisory recommendations on funding allocations, it is the city administration, through the city manager, that ultimately recommends which CDBG projects and activities to fund which form the basis of the annual action plan.

HOPWA proposals were vetted by the city administration together with the HOPWA Advisory Committee. This committee is composed of experts in community health and the HIV/AIDS field in Worcester County and Connecticut. The process was similar to CDAC in its review, including holding a remote public meeting to introduce the HOPWA process and guidelines, a technical assistance meeting for interested applicants, and a review and ranking session held in public at City Hall.

ESG proposals were vetted by an ESG RFP Review Committee that was comprised of members of the Worcester City and County Continuum of Care (CoC), and local funders of such social services such as the United Way. The ESG RFP Review Committee also followed a similar process to the CDAC in its review, including holding a remote public meeting to introduce the ESG process and guidelines, a

technical assistance meeting for interested applicants, and an RFP review and ranking session at City Hall.

Citizens Content Cont.

Citizens Comment Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports. This draft of the proposed Consolidated Annual Performance Evaluation Report (CAPER) for July 1, 2021 through June 30, 2022 was released for citizen review and comments as advertised in the Worcester Telegram & Gazette on September 14, 2022 for a 15-day public comment period from September 14, 2022 through September 28, 2022. The Draft CAPER has been made available during regular business hours between 8:30 a.m. and 5:00 p.m., Monday through Friday at one or more of the following locations: 1. Neighborhood Development Division, 455 Main Street, Worcester, MA 01608; 2. The City of Worcester website, Neighborhood Development Division documents page.

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 of Worcester second year action plan funds were modified to account for the impact of the coronavirus. Extra funds were allocated for CDBG, ESG, and HOPWA programs to address a wide range of impacts from the virus.

Regarding public service activities, an additional 4 programs worth \$336,045 were funded during this period with CDBG emergency COVID-19 stabilization funds to assist 2,275 LMI persons with food, hot meals, youth recreation, homelessness prevention, transportation and case management services. These programs were added to 16 CDBG funded programs worth \$689,187 that had been already been contracted through first year CDBG entitlement funds which provided services to 5,358 low- and moderate-income (LMI) persons to address identified needs for health services, case management, homelessness prevention, youth programming, food and housing security, legal assistance, after school programming, recreational activities, financial assistance and elder transportation. Altogether, a total of 7,633 low- and moderate-income (LMI) persons were assisted through 20 CDBG funded programs worth \$1,025,232 during the second year action plan period.

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

No

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

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.

Regular HOME rental inspections resumed during the program year. The monitoring of all HOME units occurred via desk audit with a risk based and size based inspection and onsite monitoring schedule to be followed. This was post the waivers HUD provided through the end of the program year.

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

City of Worcester shall require all rental and homebuyer projects/programs containing five (5) or more HOME-assisted housing units to develop and follow affirmative marketing procedures. The affirmative marketing procedures must be approved by City of Worcester prior to marketing any HOME-assisted housing unit. The affirmative marketing procedures must continue throughout the period of affordability and must contain the following:

- Targeting: Identify the segments of the eligible population which are least likely to apply for housing without special outreach efforts.
- Outreach: Outline an outreach program which includes special measures designed to attract those groups identified as least likely to apply and other efforts designed to attract persons from the total population.
- Indicators: State the indicators to be used to measure the success of the marketing program as well as the manner and frequency in which those indicators will be reviewed.
- Staff Training: Demonstrate the capacity to provide training and information on fair housing laws and objectives to staff.
- Projects/Programs are required to make a good faith effort to carry out the provisions of their approved affirmative marketing procedures. Good faith efforts are documented activities such as:
 - Advertising in print and electronic media that is used and viewed or listened to by those identified as least likely to apply.
 - Marketing housing to specific community, religious or other organizations frequented by those least likely to apply.
 - Developing a brochure or handout that describes the facility and any services to be provided as well as the accessibility for persons with physical disabilities.
 - Insuring that the sales/management staff has read and understands the Fair Housing Act and the purpose and objectives of the affirmative marketing procedures.

In addition, all programs/projects should use the Equal Housing Opportunity logo on-site or slogan in press releases and advertisements and display a fair housing poster in their management office. The program/project must keep files documenting affirmative marketing efforts which will include: copies of correspondence, public advertisements, lists of areas in which flyers have been distributed, contacts with other Equal Opportunity agencies, and any other relevant documents.

During the routine HOME monitoring visits, City of Worcester has reviewed the affirmative marketing files as well as the indicators that the program/project used to measure the success of the affirmative marketing procedures. City of Worcester will indicate any corrective action that is required in the City's monitoring report.

In the event that a project/program violates the City of Worcester Affirmative Marketing Policy, City of Worcester will counsel the owner about the proper program procedures to ensure future compliance. If there is a second incidence of noncompliance, or in any event of willful noncompliance, the owner will be required to seek counseling from the City of Worcester Fair Housing Center. Upon further noncompliance, the owner will be barred from future participation in City of Worcester HUD-funded programs and face possible foreclosure of the lien.

The City of Worcester's HOME program will also require that property owners market available units to low-income residence through the Worcester Housing Authority. The WHA has partnered with www.Gosection8.com, which provides an enhanced program to list rental properties on line. Listings are available to potential Housing Choice Voucher tenants seeking apartment units, duplexes or single-family homes in the private market in the City of Worcester. Like the Neighborworks Homeownership website, www.Gosection8.com will help to market available units further to regional rental prospects.

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

No Program Income was used for projects during the report year.

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

Worcester is currently at 9,977 Subsidized Housing Inventory Units, which is 13.4%. With 9,977 Subsidized Housing Inventory Units, this places Worcester 3rd in the State behind Boston and Springfield for the most Subsidized Housing Inventory available to the Community. Worcester has more subsidized housing inventory than the top 11 Subsidized Housing Inventory producing Cities & Towns in Worcester County Combined (Fitchburg - 1486, Leominster - 1456, Gardner - 1356, Westborough - 974, Shrewsbury - 860, Webster - 722, Milford - 708, Northborough - 610, Clinton - 549, Southbridge - 499, & Southborough 472). The 13.4% is actually higher as the State only counts units which have a long term affordability (30 years or more). Some of the units which are currently affordable, but wouldn't make the list are units where long term affordability wouldn't make sense. These include First time home buyers and units which receive smaller amounts for rehab to make sure units are in compliance with code violations. The direct benefit to the owner is making units more affordable though a grant or for a

renter to occupy a safe unit, free of code violations, and affordable according the HUD rental limits. All the HOME program funds less 10% for grantee program admin and about 20-25% on average of CDBG funds sub-granted to the Executive Office of Economic Development – Housing Division create or maintain affordable units throughout the City of Worcester. Over the last year 23 units of affordable housing have come online, with a commitment of at least 44 more units in the next 2-3 years.

CR-55 - HOPWA 91.520(e)

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

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

Number of Households Served Through:	One-year Goal	Actual
Short-term rent, mortgage, and utility assistance payments	80	5
Tenant-based rental assistance	15	8
Units provided in transitional housing facilities developed, leased, or operated with HOPWA funds	0	3
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	38	2
Total	133	18

Table 14 – HOPWA Number of Households Served

Narrative

Please see attached HOPWA CAPER for additional details and information.

CR-58 – Section 3

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

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
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

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
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.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
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.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
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.					
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.					

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 WORCESTER
Organizational DUNS Number 065782578
UEI
EIN/TIN Number 046001418
Identify the Field Office BOSTON
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance

ESG Contact Name

Prefix Mr
First Name James
Middle Name A
Last Name Brooks
Suffix
Title Director of Housing Development

ESG Contact Address

Street Address 1 455 Main St.
Street Address 2
City Worcester
State MA
ZIP Code 01608-
Phone Number 5087994100
Extension 31427
Fax Number
Email Address brooksj@worchesterma.gov

ESG Secondary Contact

Draft

CAPER

40

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: WORCESTER
City: WORCESTER
State: MA
Zip Code: 01608,
DUNS Number: 065782578
Is subrecipient a victim services provider: N
Subrecipient Organization Type: Unit of Government
ESG Subgrant or Contract Award Amount: 29536.95

Subrecipient or Contractor Name: SOUTH MIDDLESEX OPPORTUNITY COUNCIL INC
City: Framingham
State: MA
Zip Code: 01702, 8313
DUNS Number: 030806830
Is subrecipient a victim services provider: N
Subrecipient Organization Type: Other Non-Profit Organization
ESG Subgrant or Contract Award Amount: 110000.00

Subrecipient or Contractor Name: CENTRAL MASSACHUSETTS HOUSING ALLIANCE INC

City: Worcester

State: MA

Zip Code: 01609, 2706

DUNS Number: 152234865

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 15000.00

Subrecipient or Contractor Name: Veterans, Inc.

City: Worcester

State: MA

Zip Code: 01605, 2600

DUNS Number: 941967796

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 16031.82

Subrecipient or Contractor Name: Net of Compassion

City: Worcester

State: MA

Zip Code: 01608, 2022

DUNS Number: 117396971

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 75000.00

Subrecipient or Contractor Name: The Bridge of Central MA

City: Worcester

State: MA

Zip Code: 01602, 3414

DUNS Number: 097451108

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 42079.79

Subrecipient or Contractor Name: City of Worcester Health & Human Services

City: Worcester

State: MA

Zip Code: 01608

DUNS Number: 065782578

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization/Government
ESG Subgrant or Contract Award Amount: 42079.79

Subrecipient or Contractor Name: Living in Freedom Together
City: Worcester
State: MA
Zip Code: 01609
DUNS Number: 080615617
Is subrecipient a victim services provider: N
Subrecipient Organization Type: Other Non-Profit Organization
ESG Subgrant or Contract Award Amount: 41453.00

Subrecipient or Contractor Name: Aids Project Worcester
City: Worcester
State: MA
Zip Code: 01608
DUNS Number: 605428002
Is subrecipient a victim services provider: N
Subrecipient Organization Type: Other Non-Profit Organization
ESG Subgrant or Contract Award Amount: 24500.00

CR-65 - Persons Assisted

This section is now reported through the SAGE CAPER for ESG activities.

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	6756
Total Number of bed-nights provided	6756
Capacity Utilization	100.00%

Table 24 – Shelter Capacity

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

Project Outcomes Data is measured by recording data by individual client or household. Subrecipients provide the unduplicated number of families/ persons that will benefit from the activity (output) and the cost to provide the service. Included is an assessment of the outcomes for the ESG projects, tracking, and follow-up services, which have also been developed in consultation with the CoC. The evaluation plan measures the agency’s progress in achieving the performance goals of achieving mainstream benefits, household income, and ensuring housing stability.

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	71,450	32,518	42,214
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
Subtotal Homelessness Prevention	71,450	32,518	42,214

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	74,420	19,119	64,536
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	0	0
Subtotal Rapid Re-Housing	74,420	19,119	64,536

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	204,202	49,440	150,984
Operations	0	0	0
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
Subtotal	204,202	49,440	150,984

Table 27 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2019	2020	2021
Street Outreach	34,080	17,188	10,477
HMIS	14,989	3,749	10,945
Administration	28,948	24,101	28,880

Table 28 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2019	2020	2021
	428,089	356,187	385,068

Table 29 - Total ESG Funds Expended

11f. Match Source

	2019	2020	2021
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	338,536	437,200	338,536
State Government	1,022,584	599,730	625,398
Local Government	370,000	9,918	453,375
Private Funds	212,395	197,306	252,119
Other	0	79,000	84,125
Fees	0	0	0
Program Income	0	0	0
Total Match Amount	1,943,515	1,323,154	1,753,553

Table 30 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2019	2020	2021
	355,942	364,125	299,321

Table 31 - Total Amount of Funds Expended on ESG Activities



Housing Opportunities for Persons With AIDS (HOPWA) Program

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

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.

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.

Table of Contents

PART 1: Grantee Executive Summary

1. Grantee Information
2. Project Sponsor Information
5. Grantee Narrative and Performance Assessment
 - a. Grantee and Community Overview
 - b. Annual Performance under the Action Plan
 - c. Barriers or Trends Overview

PART 2: Sources of Leveraging and Program Income

1. Sources of Leveraging
2. Program Income and Resident Rent Payments

PART 3: Accomplishment Data: Planned Goals and Actual Outputs

PART 4: Summary of Performance Outcomes

1. Housing Stability: Permanent Housing and Related Facilities
2. Prevention of Homelessness: Short-Term Housing Payments
3. Access to Care and Support: Housing Subsidy Assistance with Supportive Services

PART 5: Worksheet - Determining Housing Stability Outcomes

PART 6: Annual Report of Continued Use for HOPWA Facility-Based Stewardship Units (Only)

PART 7: Summary Overview of Grant Activities

- A. Information on Individuals, Beneficiaries and Households Receiving HOPWA Housing Subsidy Assistance (TBRA, STRMU, PHP, Facility Based Units, Master Leased Units ONLY)
- B. Facility-Based Housing Assistance

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

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

In connection with the development of the Department’s standards for Homeless Management Information Systems (HMIS), universal data elements are being collected for clients of HOPWA-funded homeless assistance projects. These project sponsor records would include: Name, Social Security Number, Date of Birth, Ethnicity and Race, Gender, Veteran Status, Disabling Conditions, Residence Prior to Program Entry, Zip Code of Last Permanent Address, Housing Status, Program Entry

Date, Program Exit Date, Personal Identification Number, and Household Identification Number. These are intended to match the elements under HMIS. The HOPWA program-level data elements include: Income and Sources, Non-Cash Benefits, HIV/AIDS Status, Services Provided, Housing Status or Destination at the end of the operating year, Physical Disability, Developmental Disability, Chronic Health Condition, Mental Health, Substance Abuse, Domestic Violence, Medical Assistance, and T-cell Count. Other HOPWA projects sponsors may also benefit from collecting these data elements. HMIS local data systems must maintain client confidentiality by using a closed system in which medical information and HIV status are only shared with providers that have a direct involvement in the client’s case management, treatment and care, in line with the signed release of information from the client.

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

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

Filing Requirements. Within 90 days of the completion of each program year, grantees must submit their completed CAPER to the CPD Director in the grantee’s State or Local HUD Field Office, and to the HOPWA Program Office: at HOPWA@hud.gov. 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	13
2a.	Permanent Housing Facilities: Received Operating Subsidies/Leased units	2
2b.	Transitional/Short-term Facilities: Received Operating Subsidies	3
3a.	Permanent Housing Facilities: Capital Development Projects placed in service during the operating year	0
3b.	Transitional/Short-term Facilities: Capital Development Projects placed in service during the operating year	0
4.	Short-term Rent, Mortgage, and Utility Assistance	5
5.	Adjustment for duplication (subtract)	5
6.	TOTAL Housing Subsidy Assistance (Sum of Rows 1-4 minus Row 5)	18

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

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

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

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

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

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

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

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

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

HOPWA Housing Subsidy Assistance Total: The unduplicated number of households receiving housing subsidies (TBRA, STRMU, Permanent

Housing Placement services and Master Leasing) and/or residing in units of facilities dedicated to persons living with HIV/AIDS and their families and supported with HOPWA funds during the operating year.

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

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

In-kind Leveraged Resources: These are additional types of support provided to assist HOPWA beneficiaries such as volunteer services, materials, use of equipment and building space. The actual value of the support can be the contribution of professional services, based on customary rates for this specialized support, or actual costs contributed from other leveraged resources. In determining a rate for the contribution of volunteer time and services, use the criteria described in 2 CFR 200. The value of any donated material, equipment, building, or lease should be based on the fair market value at time of donation. Related documentation can be from recent bills of sales, advertised prices, appraisals, or other information for comparable property similarly situated.

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

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

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

Operating Costs: Applies to facility-based housing only, for facilities that are currently open. Operating costs can include day-to-day housing function and operation costs like utilities, maintenance, equipment, insurance, security, furnishings, supplies and salary for staff costs directly related to the housing project but not staff costs for delivering services.

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

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

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

Program Income: Gross income directly generated from the use of HOPWA funds, including repayments. See grant administration

requirements on program income at 2 CFR 200.307.

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

Project Sponsor Organizations: Per HOPWA regulations at 24 CFR 574.3, any nonprofit organization or governmental housing agency that receives funds under a contract with the grantee to provide eligible housing and other support services or administrative services as defined in 24 CFR 574.300. Project Sponsor organizations are required to provide performance data on households served and funds expended.

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

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

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

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

Transgender: Transgender is defined as a person who identifies with, or presents as, a gender that is different from 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 MAH20F004	Operating Year for this report <i>From (mm/dd/yy)</i> 07/01/20 <i>To (mm/dd/yy)</i> 06/30/21			
Grantee Name City of Worcester MA Worcester EMSA, MA				
Business Address	Executive Office of Economic Development 455 Main Street 4 th Floor			
City, County, State, Zip	Worcester	Worcester	MA	01608
Employer Identification Number (EIN) or Tax Identification Number (TIN)	046001418			
DUN & Bradstreet Number (DUNs):	065782578	System for Award Management (SAM):: Is the grantee's SAM status currently active? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide SAM Number:		
Congressional District of Grantee's Business Address	2nd Congressional District of Massachusetts			
*Congressional District of Primary Service Area(s)				
*City(ies) and County(ies) of Primary Service Area(s)	Cities:		Counties:	
Organization's Website Address www.worcesterma.gov	Is there a waiting list(s) for HOPWA Housing Subsidy Assistance Services in the Grantee Service Area? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section what services maintain a waiting list and how this list is administered.			

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

1. Grantee Information

HUD Grant Number MAH20FW004		Operating Year for this report From (mm/dd/yy) 07/01/20 To (mm/dd/yy) 06/30/21		
Grantee Name City of Worcester MA Worcester EMSA, MA				
Business Address		Executive Office of Economic Development 455 Main Street 4 th Floor		
City, County, State, Zip		Worcester	Worcester	MA 01608
Employer Identification Number (EIN) or Tax Identification Number (TIN)		046001418		
DUN & Bradstreet Number (DUNs):		065782578	System for Award Management (SAM):: Is the grantee's SAM status currently active? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide SAM Number:	
Congressional District of Grantee's Business Address		2nd Congressional District of Massachusetts		
*Congressional District of Primary Service Area(s)				
*City(ies) and County(ies) of Primary Service Area(s)		Cities:	Counties:	
Organization's Website Address www.worcesterma.gov		Is there a waiting list(s) for HOPWA Housing Subsidy Assistance Services in the Grantee Service Area? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section what services maintain a waiting list and how this list is administered.		

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

2. Project Sponsor Information

Please complete Chart 2 for each organization designated or selected to serve as a project sponsor, as defined by 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 AIDS PROJECT WORCESTER, INC.		Parent Company Name, if applicable N/A	
Name and Title of Contact at Project Sponsor Agency	LINFORD CUNNINGHAM		
Email Address	linford@aidspjorctworcester.org		
Business Address	165 Southbridge Street		
City, County, State, Zip,	Worcester, Worcester County, MA 01608		
Phone Number (with area code)	508-755-3773		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	042970467	Fax Number (with area code) 508-765-1665	
DUN & Bradstreet Number (DUNs):	605428002		
Congressional District of Project Sponsor's Business Address	2 nd Congressional District of Massachusetts		
Congressional District(s) of Primary Service Area(s)	2 nd Congressional District of Massachusetts		
City(ies) and County(ies) of Primary Service Area(s)	Cities: Worcester	Counties: Worcester	
Total HOPWA contract amount for this Organization for the operating year	\$ 260,000		
Organization's Website Address	www.aidspjorctworcester.org		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		Does your organization maintain a waiting list? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

Project Sponsor Agency Name COMMUNITY HEALTHLINK, INC	
Name and Title of Contact at Project Sponsor Agency	Carrie Koppang Director of Housing & Licensing
Email Address	ckoppang@communityhealthlink.org
Business Address	72 Jacques Avenue
City, County, State, Zip,	Worcester, Worcester County, MA 01610
Phone Number (with area code)	508-421-4382
Employer Identification Number (EIN) or Tax Identification Number (TIN)	0042626179
DUN & Bradstreet Number (DUNs):	115242349
Congressional District of Project Sponsor's Business Address	2nd Congressional District of Massachusetts
Congressional District(s) of Primary Service Area(s)	2nd Congressional District of Massachusetts
City(ies) and County(ies) of Primary Service Area(s)	Cities: Worcester
Total HOPWA contract amount for this Organization for the operating year	\$102,579.00
Organization's Website Address	www.communityhealthlink.org
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>	

Project Sponsor Agency Name Montachusett Opportunity Council, Inc.	
Name and Title of Contact at Project Sponsor Agency	Deborah Noble, Director of CARE AIDS Services Project
Email Address	dnoble@mocinc.org
Business Address	601 River Street
City, County, State, Zip,	Fitchburg, Worcester County, MA, 01420
Phone Number (with area code)	978-345-7040
Employer Identification Number (EIN) or Tax Identification Number (TIN)	042401111
DUN & Bradstreet Number (DUNs):	075367243
Congressional District of Project Sponsor's Business Address	3rd Congressional District of Massachusetts
Congressional District(s) of Primary Service Area(s)	3rd Congressional District of Massachusetts
City(ies) and County(ies) of Primary Service Area(s)	Cities: Fitchburg Leominster, Gardner
Total HOPWA contract amount for this Organization for the operating year	\$132,840.00
Organization's Website Address	www.moc.org
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>	

Project Sponsor Agency Name Perception Programs, Inc.	
Name and Title of Contact at Project Sponsor Agency	Kristie Scott, Executive Director
Email Address	Kristie.Scott@perceptionprograms.org
Business Address	226 Jackson Street
City, County, State, Zip,	Willimantic, Windham County, CT, 06226
Phone Number (with area code)	860-450-7122
Employer Identification Number (EIN) or Tax Identification Number (TIN)	060873149
DUN & Bradstreet Number (DUNs):	153601919
Congressional District of Project Sponsor's Business Address	2nd Congressional District of CT
Congressional District(s) of Primary Service Area(s)	2nd Congressional District of CT
City(ies) and County(ies) of Primary Service Area(s)	Cities: Willimantic
Total HOPWA contract amount for this Organization for the operating year	\$74,248.00
Organization's Website Address	www.perceptionprograms.org
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>	

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.*

Beginning in 2004, the City of Worcester was first awarded a HUD HOPWA formula grant. Worcester's eligibility was due to data collected by the Centers for Disease Control (CDC), which indicated that the Worcester Eligible Metropolitan Statistical Area (EMSA), exceeded the statutory criterion of 1,500 reported cases of AIDS. As the HOPWA grantee, the City of Worcester has received an annual direct formula allocation of HOPWA funds. Funds provide housing and access to services through sponsor agencies for low- and medium- income persons living with HIV/AIDS and their families within the Worcester EMSA. The City of Worcester selected HOPWA project sponsor funding with local input by a HOPWA Advisory Committee comprised of community experts in the field of serving People Living with HIV/AIDS. Applicants who apply for HOPWA grant funding are then scored based on their capacity to meet local community needs.

In 2011, the Technical Assistance Program at Victory Programs, Inc. (VPI) conducted a needs assessment in an effort to ensure the effectiveness of the HOPWA program in achieving positive outcomes and addressing the needs of the Worcester community. The needs analysis identified the following recommendations for the City of Worcester's HOPWA program: 1) Increase Affordable Housing Options for Persons Living with HIV/ AIDS; 2) Maintain and Expand Access to Supportive Services; 3) Encourage Collaboration and Linkages.

In 2014, the Office of Management and Budget (OMB) issued revisions to metropolitan statistical areas in Bulletin 13-01, which affected the City of Worcester's HOPWA formula grant jurisdiction as of FY 2014. The revised EMSA includes Windham County, CT, which was previously covered under the Connecticut State grant. In order to fulfill the HOPWA service needs of households located in Windham County, and in accordance with the procurement process of the original Fifth Year Action Plan for HOPWA activities in the Worcester EMSA, the City released a Request for Proposals (RFP) to target HOPWA-eligible funding activities to Windham County, CT in August of 2014. This decision-making process for funding allocations was then submitted as part of a substantial amendment to HUD in order to allow Perception Programs, Inc. to become a project sponsor that primarily serves HIV-positive households in Windham County. Perception Programs, Inc. was one of four project sponsors supported with HOPWA funds in the Worcester EMSA in FY 2020-2021.

Project Sponsors (see chart 2 for Project Sponsor Information)

AIDS PROJECT WORCESTER, INC. (APW), 165 Southbridge St., Worcester, MA (7/20-6/21) HOPWA Allocation: \$316,319.73. Categories: Housing Supportive Services (HSS); Permanent Housing Placement (PHP) Program (first and last month's rent); Short-Term Rent, Mortgage and Utilities (STRMU) Assistance's goal of the STRMU assistance is to provide short-term interventions that help maintain stable living environments for households who are experiencing a financial crisis, and Tenant-Based Rental Assistance (TBRA) provides first and last month's "rental start-up" payments to households. HOWPA funds support 1FTE for housing specialist position. With HOPWA funds, 75 unduplicated individuals stabilized their housing situation. APW's HOPWA program successfully provided housing supportive services to 75 unduplicated HIV positive eligible individuals and beneficiaries, 50 received financial supports; eight enrolled in the TBRA program; and 10 received supportive services only. Twenty-three of the 60 eligible individuals served were placed on housing waitlists, 49 accessed APW's nutrition services, 28 received transportation services (cab vouchers and bus passes), and 6 participated in workshops such as tenant rights and responsibilities and computer basic series provided by APW housing staff. With the addition of CV19 money in the amount of \$ 31,592, the agency was able to assist an additional 9 households.

COMMUNITY HEALTHLINK, INC. (CHL), 72 Jacques Ave., Worcester, MA (7/20-6/21) HOPWA Allocation: \$118,442.86. Categories: Housing Supportive Services. HOPWA funds support the salary & fringe costs for 2.0 FTE Residential Counselors for the Maranda's House and 0.45 FTE HOAP Program Case Manager Position for the Homeless Outreach and Advocacy Project (HOAP). The residential counselors are responsible for implementing programming for residents and the implementation of treatment plans. It was anticipated that Maranda's House and HOAP Housing would serve 17 unduplicated households in the program year. This proposed outcome was exceeded, as the program served 17 unduplicated households with HOPWA Supportive Service funds; 17 households were served by the staff of the Maranda's House project, while 4 households were served by HOAP case management. All participants served reside within Worcester

city proper and are in the extremely low income category. 91% of 23 households served successfully maintained permanent housing.

MONTACHUSETT OPPORTUNITY COUNCIL, INC. (MOC) – CARE AIDS SERVICES PROJECT, 601 River Street, Fitchburg, MA (7/20-6/21) HOPWA Allocation: \$183,155.86. Categories: Housing Supportive Services and Rental Assistance). In 2004, MOC established the first HIV residential program in North Worcester county through funding from HOPWA in combination with a HUD Supportive Housing Program grant. The program is a low threshold, “Housing First” model where clients do not have to prove housing readiness. The HF model eliminates all barriers that may exist in other residential programs. There is no clean time requirement, credit check or criminal background checks that prohibit many chronically homeless individuals from obtaining housing. Clients are required to sign off on a program participant agreement that asks them to be a compliant tenant. MOC CARE AIDS Services Project subsidizes 100% client’s rent at fair market rates and the clients pay MOC CARE up to 30% of their income for rent. During the program year, the program provided rental support and housing case management for seven households in six project-based supportive housing units in scattered sites in Fitchburg, Gardner and Leominster. Six out of seven households achieved HOPWA goals identified on their Individualized Service Plans through the CARE AIDS Supportive Housing Program. MOC reports a deficit in permanent supportive housing and thus a waitlist for entry to their program as a secondary consequence of long wait lists for voucher programs administered through JRI and RCAP Solutions. With the additional CV19 money in the amount of \$ 31,592, the agency was able to assist 12 additional households.

PERCEPTION PROGRAMS, INC. (PPI) –226 Jackson Street, Willimantic, CT (7/20-6/21) HOPWA Allocation: \$108,575.37 Categories: Housing Supportive Services, Operating, Permanent Housing Placement). PPI is a private, non-profit behavioral health agency that has been serving Windham County for over 48 years. PPI has contracted with the CT Department of Housing (DOH) to provide housing and supportive services through Summit House to homeless adults with HIV/AIDS for over 20 years. Through the attainment of HOPWA funds, Summit House was able to add a full time Housing Support Specialist (HSS), tasked with providing vocational assessments, life skills groups, transportation for housing and employment searches, assistance in attaining and maintaining employment, and facilitating volunteer opportunities, and/or vocational training. During the contract year, HOPWA funds helped Summit House serve 6 individuals. Although, the Summit House was defunded by the Department of Housing, PPI continue to fund a full time Housing Support Specialist; 6 individuals received DOH-Scattered Site funding to obtain permanent housing. PPI continued to provide case management and 6 outcomes included 2 clients attaining part-time employment and 4 clients maintaining permanent housing. Although the agency was awarded an additional \$31,592 in CV19 monies, their allocation and outcomes fell short and the agency has decided that they would no longer participate.

b. Annual Performance under the Action Plan

Provide a narrative addressing each of the following four items:

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

The HOPWA programs covered by this 2020-2021 CAPER are consistent with the recommendations of the Worcester County HOPWA Needs Analysis (10/11, Victory Programs, Inc, Boston). As recommended in the analysis, they addressed a wide variety of housing options for Persons Living With HIV/AIDS (PLWHA) across the Worcester (County) EMSA, by directly funding seven (7) low-threshold housing first units and 25 permanent rental assistance units supported through a combination of HOPWA and other resources. The long-term, permanent rental assistance included seven (7) Tenant-based rental assistance units. Short-Term, Rent, Mortgage & Utilities (STRMU) direct assistance for 22 households and the payment of first/last month's rents for 36 households. They fostered collaboration and linkages among the Worcester County network providers and other mainstream housing and social services. They maximized existing resources by establishing and continuing formal linkages between HIV/AIDS, mental health, affordable housing, substance abuse resources, elder and homeless assistance programs. Geographically, beneficiaries from across the Worcester EMSA were well represented. Of the households assisted with HOPWA and other funded rental assistance, representation was widespread across the EMSA, including residents within the City of Worcester/Central Worcester (EMSA) County, Northern Worcester (EMSA) County, Southern Worcester (EMSA) County Eastern Worcester County and Western Worcester County. 14 households resided in Willimantic CT at the Summit House over the program year, which supports PLWHA in Windham County, CT.

An assessment of Worcester EMSA HOPWA program goals against actual client outcomes shows that significant progress was achieved during the 07/20-06/21 reporting period for achieving housing stability, reducing the risks of homelessness and

improving access to care. A total of 248 households received housing supportive services had improved access to care through case management services provided by HOPWA funded sponsors. Meanwhile, 72 households were prevented from becoming homeless with the help of STRMU short-term assistance, as well as 25 households who were stably housed with permanent housing placement services in order to establish a stable living environment.

All program outcomes were met or exceeded, with the exception of the STRMU and PHP goals through APW. Partially through the contract year, APW was granted a contract amendment to move funds from their STRMU/PHP contract to support funding gaps in their TBRA program. With the adjusted funding amount, their new goal was to serve 50 households with STRMU assistance and 21 households with PHP assistance. In total, 100% of goal was served with STRMU assistance; individuals served with PHP assistance totaled 21 households. While program outcomes were met, APW drew down all of their funds for both STRMU and PHP. For STRMU, it was reported that households that needed assistance with rental, utility, or with mortgage costs, required more funds in order to be stabilized in their housing situation. While these factors may be out of the program's control, the program has begun to assess what a more realistic outcome may be moving forward as a response to an increased demand for higher levels of prevention support. PHP outcomes were not met because many individuals accessing supportive services through APW already had a subsidy and- rather than PHP support- were in need of job search, budgeting, computer literacy and employment training support.

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.

To respond to this lower number of referrals seeking PHP assistance; APW has begun a partnership with Perception Programs, Inc. to facilitate and accept referrals from Windham County, within the Worcester EMSA. This partnership has been going well so far, as additionally PHP dollars are being made available for PLWA in Windham County, and the two project sponsors have exchanged best practices and streamlined efforts throughout the region.

In the Permanent Supportive Housing program operated by CHL, 90% of the 22 households maintained permanent housing and 100% of the 23 households established and/or maintained care for assessed treatment needs to include primary care, specialty care, behavioral healthcare, and substance abuse treatment. These outcomes were achieved through the holistic HOPWA-funded Housing Supportive Services offered to clients in the program. Each client is assessed for self-sufficiency goals and is supported by case management staff in the pursuit of those goals. The combination of these supportive services alongside permanent housing leads to positive client outcomes. Supportive Services provided by PPI and MOC also led to exceeded program goals. In total, 13 individuals were stabilized in facility-based housing alongside Supportive Services provided by PPI; of those 13, 4 were assisted with PHP dollars to be placed individuals into permanent housing. MOC's facility-based, housing first program exceeded its goal of serving 6 clients, serving 7 throughout the program year. The continuum of "housing first" facility based housing alongside intensive support services contributed to positive housing outcomes for individuals in each program.

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

The City Manager's Executive Office of Economic Development (EOED) is the lead administering agency for the City of Worcester, MA Five Year Consolidated Submission for Community Planning and Development (7/1/20-6/30/25) and subsequent annual action plans including the City of Worcester, MA First Year Action Plan (7/1/20-6/30/21).

Project Sponsors maintain important working relationships with other mainstream housing and supportive service resources, including healthcare providers, advocates, food bank donations, transportation, and other support to address the needs for eligible persons and make accessible a wide range of community resources. Coordination efforts are further detailed in the Entitlement CAPER Section CR-35 - Other Actions 91.220.

4. Technical Assistance. Describe any program technical assistance needs and how they would benefit program beneficiaries. Program sponsors have benefitted from timely, individualized technical assistance from the City during on-site monitoring visits and when/if questions or concerns arise. It would be of benefit if an annual technical training was implemented which included

each Worcester EMSA project sponsors. This will create an opportunity for best practices to be shared amongst providers and also reduce the risk of service duplication.

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.

During this reporting period a significant challenge was access to housing by those with criminal records. Many landlords are hesitant to provide housing for individuals with criminal records, therefore limiting the stock of housing affordable and accessible to individuals receiving HOPWA services who also have criminal records. Project sponsors have worked to build and maintain relationships with landlords and property owners who are willing to rent to individuals with criminal records. Through responding to any tenancy issues that have arisen, landlord trust has slowly arisen and hopefully this leads to more housing opportunities moving forward for individuals with criminal records.

Another barrier is the challenge faced on the part of refugee resettlement programs. Upon arrival, a refugee is placed in a unit that will not be affordable when the 90 days of financial assistance expires. As a result, many of those served face severe hardships in maintaining their unit, which impacts their HIV health and emotional well-being. In an effort to reduce this barrier, dialogue and strategizing efforts with refugee resettlement agencies are ongoing.

A third barrier is that participants who might be best served in congregate settings are reluctant to choose a congregate setting in lieu of independent housing. Project sponsors remain committed to providing the appropriate level of care to each client and work to find a holistic solution through the provision of Supportive Services and housing subsidies. CHL continues to operate the Maranda’s House congregate living facility with highly successful outcomes.

Finally, the complexity of clients who are living with the co-occurring disorders of mental illness and substance use disorders has a direct impact on eligibility for HOPWA programs and can present challenges to maintained housing stability once enrolled in the program. Clients often are reluctant to share their histories when it comes to the application program for the HOPWA program and there is a perception that honesty will jeopardize their housing so they may not be so forthcoming with their challenges around co-occurring disorders in the beginning of the process.

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.

A noted trend in the Worcester EMSA is a lack of housing affordable to extremely low income households at or below 30% Area Median Income. This trend deters participants who could otherwise successfully reside independently within the community from being able to leave the congregate environment. Due to the lack of affordable housing, beneficiaries of Supportive Services who have gained skills towards community integration and independent living are unable to move on.

An additional trend is that citizens from the continent of Africa and the Caribbean Islands are now beginning to access HOPWA services; however, disclosure and fear of discrimination remains a barrier. APW has taken steps to reach these individuals by working in partnership with agencies that serve immigrant populations.

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

A final, positive trend is the advance in the pharmacological treatment of HIV and Hepatitis C. It is possible for more individuals to their immune systems rebuild slowly and to achieve greater self- sufficiency outcomes.

3. Identify any evaluations, studies, or other assessments of the HOPWA program that are available to the public. At this time, the research information available regarding HOPWA services in the Worcester EMSA is limited, inadequate and/or outdated. The city of Worcester's five year consolidated plan 2020-2025, the Community Health Improvement Plan (CHIP) 2016, and Worcester County HOPWA Needs Analysis 2011 are some of the available research documents that mention HIV and or housing related services. The CHIP identifies the need to have available more affordable units that likely will result in greater access to care; however, there is no specific mention of how lack of housing impacts those living with HIV/AIDS. On the other hand, the consolidated plan during its data gathering process did involve providers and people living with HIV/AIDS in the process. The plan did identify that there is a need to have a wide range of housing available for PLWH. Per the guidance provided through the HOPWA Institute, the City of Worcester would like to use client health outcome data to inform ongoing program design, community planning and advocacy efforts.

End of PART 1

End of PART 1

PART 2: Sources of Leveraging and Program Income

1. Sources of Leveraging

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

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

A. Source of Leveraging Chart

[1] Source of Leveraging	[2] Amount of Leveraged Funds	[3] Type of Contribution	[4] Housing Subsidy Assistance or Other Support
Public Funding			
Ryan White-Housing Assistance			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Ryan White-Other	553,710.07	Client Supportive Services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Housing Choice Voucher Program			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Low Income Housing Tax Credit			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
HOME			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Continuum of Care	32,376.00	Grant	<input checked="" 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: State of MA Department of Public Health	319,192.00	Case Management	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: Competitive HOPWA Direct	279,135.00	Grant	<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
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Private Funding			
Grants	6,951.00	Client Supportive Services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
In-kind Resources	82,562.73	Operating: Client Support Services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Private:	2,000.00	Medical	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Private:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Funding			
Grantee/Project Sponsor (Agency) Cash			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Resident Rent Payments by Client to Private Landlord	5,881.82		
TOTAL (Sum of all Rows)	1,281,809.32		

2. Program Income and Resident Rent Payments

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

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

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

Program Income and Resident Rent Payments Collected		Total Amount of Program Income (for this operating year)
1.	Program income (e.g. repayments)	0
2.	Resident Rent Payments made directly to HOPWA Program	25,161.80
3.	Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)	25,161.80

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	13,869.80
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	11,292.00
3.	Total Program Income Expended (Sum of Rows 1 and 2)	25,161.80

End of PART 2

PART 3: Accomplishment Data Planned Goal and Actual Outputs

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

1. HOPWA Performance Planned Goal and Actual Outputs

HOPWA Performance Planned Goal and Actual		[1] Output: Households				[2] Output: Funding	
		HOPWA Assistance		Leveraged Households		HOPWA Funds	
		a.	b.	c.	d.	e.	f.
		Goal	Actual	Goal	Actual	HOPWA Budget	HOPWA Actual
HOPWA Housing Subsidy Assistance		[1] Output: Households				[2] Output: Funding	
1.	Tenant-Based Rental Assistance	10	5			55,673	38,766
2a.	Permanent Housing Facilities: Received Operating Subsidies/Leased units (Households Served)	10	11			108,264	87,303
2b.	Transitional/Short-term Facilities: Received Operating Subsidies/Leased units (Households Served) (Households Served)	0	0			0	0
3a.	Permanent Housing Facilities: Capital Development Projects placed in service during the operating year (Households Served)	0	0			0	0
3b.	Transitional/Short-term Facilities: Capital Development Projects placed in service during the operating year (Households Served)	0	0			0	0
4.	Short-Term Rent, Mortgage and Utility Assistance	40	32			134,127	134,127
5.	Permanent Housing Placement Services	30	14			38,000	25,294
6.	Adjustments for duplication (subtract)	3	2				
7.	Total HOPWA Housing Subsidy Assistance (Columns a – d equal the sum of Rows 1-5 minus Row 6; Columns e and f equal the sum of Rows 1-5)	87	60			330,064	285,490
Housing Development (Construction and Stewardship of facility based housing)		[1] Output: Housing Units				[2] Output: Funding	
8.	Facility-based units; Capital Development Projects not yet opened (Housing Units)						
9.	Stewardship Units subject to 3- or 10- year use agreements						
10.	Total Housing Developed (Sum of Rows 8 & 9)						
Supportive Services		[1] Output: Households				[2] Output: Funding	
11a.	Supportive Services provided by project sponsors that also delivered HOPWA housing subsidy assistance	87	91			151,553.01	144,862.16
11b.	Supportive Services provided by project sponsors that only provided supportive services.	14	13			118,443.00	77,444.00
12.	Adjustment for duplication (subtract)	101	104				
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)						
Housing Information Services		[1] Output: Households				[2] Output: Funding	
14.	Housing Information Services						
15.	Total Housing Information Services						

Grant Administration and Other Activities		[1] Output: Households				[2] Output: Funding	
16.	Resource Identification to establish, coordinate and develop housing assistance resources						
17.	Technical Assistance (if approved in grant agreement)					840.00	840.00
18.	Grantee Administration (maximum 3% of total HOPWA grant)					2,843.28	2,843.28
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					30,754.13	40,895.15
20.	Total Grant Administration and Other Activities (Sum of Rows 16 – 19)						
Total Expended						[2] Outputs: HOPWA Funds Expended	
						Budget	Actual
21.	Total Expenditures for operating year (Sum of Rows 7, 10, 13, 15, and 20)					639,814.14	548,511.31

2. Listing of Supportive Services

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

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

Supportive Services		[1] Output: Number of <u>Households</u>	[2] Output: Amount of HOPWA Funds Expended
1.	Adult day care and personal assistance	0	0
2.	Alcohol and drug abuse services	5	6,050.00
3.	Case management	104	146,344.43
4.	Child care and other child services	0	0
5.	Education	9	10,890.00
6.	Employment assistance and training	2	2,421.00
7.	Health/medical/intensive care services, if approved Note: Client records must conform with 24 CFR §574.310	0	0
8.	Legal services	1	856.95
9.	Life skills management (outside of case management)	13	15,731.00
10.	Meals/nutritional services	9	10,890.00
11.	Mental health services	0	0
12.	Outreach	4	4,841.00
13.	Transportation	9	10,890.00
14.	Other Activity (if approved in grant agreement). Specify:		13,211.78
15.	Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)	156	
16.	Adjustment for Duplication (subtract)	52	
17.	TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)	104	222,126.16

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	32	134,127.00
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.	3	14,971.60
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.	20	106,899.51
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.	4	5,779.06
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.	5	6,476.83
g.	Direct program delivery costs (e.g., program operations staff time)		

End of PART 3

Part 4: Summary of Performance Outcomes

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

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

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

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

A. Permanent Housing Subsidy Assistance

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
Tenant-Based Rental Assistance	5	5	1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing		<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing		<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		
			7 Jail/Prison		<i>Unstable Arrangements</i>
			8 Disconnected/Unknown		
			9 Death		
Permanent Supportive Housing Facilities/ Units	11	0	1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing		<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing	11	<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		
			7 Jail/Prison		<i>Unstable Arrangements</i>
			8 Disconnected/Unknown		
			9 Death		

B. Transitional Housing Assistance

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
Transitional/ Short-Term Housing Facilities/ Units	0	0	1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing		<i>Temporarily Stable with Reduced Risk of Homelessness</i>
			3 Private Housing		<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		
			7 Jail/Prison		<i>Unstable Arrangements</i>
			8 Disconnected/unknown		

			9 Death		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
32	Maintain Private Housing without subsidy <i>(e.g. Assistance provided/completed and client is stable, not likely to seek additional support)</i>	14	<i>Stable/Permanent Housing (PH)</i>
	Other Private Housing without subsidy <i>(e.g. client switched housing units and is now stable, not likely to seek additional support)</i>	9	
	Other HOPWA Housing Subsidy Assistance	0	
	Other Housing Subsidy (PH)	0	
	Institution <i>(e.g. residential and long-term care)</i>	0	
	Likely that additional STRMU is needed to maintain current housing arrangements	0	<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
	Transitional Facilities/Short-term <i>(e.g. temporary or transitional arrangement)</i>	0	
	Temporary/Non-Permanent Housing arrangement <i>(e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days)</i>	0	
	Emergency Shelter/street		<i>Unstable Arrangements</i>
	Jail/Prison		
	Disconnected		
	Death		<i>Life Event</i>
	1a. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the prior operating year (e.g. households that received STRMU assistance in two consecutive operating years).		
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, PHP and Master Leasing) and HOPWA funded case management services. Use Row c to adjust for duplication among the service categories and Row d to provide an unduplicated household total.

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

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

Total Number of Households	
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	62
b. Case Management	91
c. Adjustment for duplication (subtraction)	56
d. Total Households Served by Project Sponsors with Housing Subsidy Assistance (Sum of Rows a and b minus Row c)	97
2. For Project Sponsors did NOT provide HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded service:	
a. HOPWA Case Management	13
b. Total Households Served by Project Sponsors without Housing Subsidy Assistance	13

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	59	13	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)	60	12	Access to Support
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	59	13	Access to Health Care
4. Accessed and maintained medical insurance/assistance	59	13	Access to Health Care
5. Successfully accessed or maintained qualification for sources of income	59	13	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"> MEDICAID Health Insurance Program, or use local program name MEDICARE Health Insurance Program, or use local program name | <ul style="list-style-type: none"> Veterans Affairs Medical Services AIDS Drug Assistance Program (ADAP) State Children's Health Insurance Program (SCHIP), or use local program name | <ul style="list-style-type: none"> Ryan White-funded Medical or Dental Assistance |
|--|--|--|

Chart 1b, Row 5: Sources of Income include, but are not limited to the following (Reference only)

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

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	12	12

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	10	1		
Transitional/Short-Term Facility-based Housing Assistance/Units				
Total Permanent HOPWA Housing Subsidy Assistance	10	1		
Reduced Risk of Homelessness: Short-Term Assistance	Stable/Permanent Housing	Temporarily Stable, with Reduced Risk of Homelessness	Unstable Arrangements	Life Events
Short-Term Rent, Mortgage, and Utility Assistance (STRMU)	6			
Total HOPWA Housing Subsidy Assistance	6			

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

2. Number of Units and Non-HOPWA Expenditures

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

3. Details of Project Site

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

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.	60

Chart b. Prior Living Situation

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

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

Category		Total HOPWA Eligible Individuals Receiving Housing Subsidy Assistance
1.	<u>Continuing</u> to receive HOPWA support from the prior operating year	19
New Individuals who received HOPWA Housing Subsidy Assistance support during Operating Year		
2.	Place not meant for human habitation (such as a vehicle, abandoned building, bus/train/subway station/airport, or outside)	1
3.	Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	0
4.	Transitional housing for homeless persons	0
5.	Total number of new Eligible Individuals who received HOPWA Housing Subsidy Assistance with a Prior Living Situation that meets HUD definition of homelessness (Sum of Rows 2 – 4)	1
6.	Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	0
7.	Psychiatric hospital or other psychiatric facility	0
8.	Substance abuse treatment facility or detox center	2
9.	Hospital (non-psychiatric facility)	0
10.	Foster care home or foster care group home	0
11.	Jail, prison or juvenile detention facility	0
12.	Rented room, apartment, or house	29
13.	House you own	3
14.	Staying or living in someone else's (family and friends) room, apartment, or house	4
15.	Hotel or motel paid for without emergency shelter voucher	2
16.	Other	0
17.	Don't Know or Refused	0
18.	TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)	60

c. Homeless Individual Summary

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

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

Section 2. Beneficiaries

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

Note: See definition of HOPWA Eligible Individual

Note: See definition of Transgender.

Note: See definition of Beneficiaries.

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

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

Individuals and Families Served with HOPWA Housing Subsidy Assistance	Total Number
1. Number of individuals with HIV/AIDS who qualified the household to receive HOPWA housing subsidy assistance (equals the number of HOPWA Eligible Individuals reported in Part 7A, Section 1, Chart a)	60
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	2
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	8
4. TOTAL number of ALL <u>beneficiaries</u> served with Housing Subsidy Assistance (Sum of Rows 1, 2, & 3)	70

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	0	0	0	4
3.	31 to 50 years	25	17	1	0	43
4.	51 years and Older	9	4	0	0	13
5.	Subtotal (Sum of Rows 1-4)	38	21	1	0	60
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	2	3	0	0	5
7.	18 to 30 years	0	1	0	0	1
8.	31 to 50 years	2	0	0	0	2
9.	51 years and Older	1	1	0	0	2
10.	Subtotal (Sum of Rows 6-9)	5	5	0	0	10
Total Beneficiaries (Chart a, Row 4)						
11.	TOTAL (Sum of Rows 5 & 10)	43	26	1	0	70

c. Race and Ethnicity*

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

Category		HOPWA Eligible Individuals		All Other Beneficiaries	
		[A] Race [all individuals reported in Section 2, Chart a, Row 1]	[B] Ethnicity [Also identified as Hispanic or Latino]	[C] Race [total of individuals reported in Section 2, Chart a, Rows 2 & 3]	[D] Ethnicity [Also identified as Hispanic or Latino]
1.	American Indian/Alaskan Native	0	0	0	0
2.	Asian	1	0	0	0
3.	Black/African American	19	0	3	0
4.	Native Hawaiian/Other Pacific Islander	0	0	0	0
5.	White	35	29	7	0
6.	American Indian/Alaskan Native & White	0	0	0	0
7.	Asian & White	0	0	0	0
8.	Black/African American & White	2	0	0	0
9.	American Indian/Alaskan Native & Black/African American	0	0	0	0
10.	Other Multi-Racial	3	0	0	0
11.	Column Totals (Sum of Rows 1-10)	60	29	10	0
<p>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.</p>					

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

Section 3. Households

Household Area Median Income

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

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

Note: Refer to <https://www.huduser.gov/portal/datasets/il.html> for information on area median income in your community.

Percentage of Area Median Income		Households Served with HOPWA Housing Subsidy Assistance
1.	0-30% of area median income (extremely low)	49
2.	31-50% of area median income (very low)	10
3.	51-80% of area median income (low)	1
4.	Total (Sum of Rows 1-3)	60

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

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

	Number Designated for the Chronically Homeless	Number Designated to Assist the Homeless	Number Energy-Star Compliant	Number 504 Accessible – 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
a.	Single room occupancy dwelling					
b.	Community residence					
c.	Project-based rental assistance units or leased units	0	7	2	2	0
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	0	0
b.	Operating Costs	0	0
c.	Project-Based Rental Assistance (PBRA) or other leased units	11	87,303
d.	Other Activity (if approved in grant agreement) Specify:	0	0
e.	Adjustment to eliminate duplication (subtract)	0	
f.	TOTAL Facility-Based Housing Assistance (Sum Rows a through d minus Row e)	11	87,303