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GOVERNMENT DISTRICT OF COLUMBIA

FY 2016

Consolidated Annual Performance Evaluation Report

October 1, 2015 – September 30, 2016



DEPARTMENT OF HOUSING AND
COMMUNITY DEVELOPMENT
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GOVERNMENT OF THE
DISTRICT OF COLUMBIA
MURIEL BOWSER, MAYOR

Washington, DC Department of Housing and Community Development FY 2016 Consolidated Annual Performance and Evaluation Report

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ABBREVIATIONS

ADAP	AIDS Drug Assistance Program
ADDI	American Dream Down-Payment Initiative
AFHMP	Affirmative Fair Housing Marketing Plan
AI	Analysis of Impediments to Fair Housing Choice
AMI	Area Median Income
CAPER	Consolidated Annual Performance Evaluation Report
CBDO	Community-Based Development Organization
CDBG	Community Development Block Grant
CDC	Centers for Disease Control
CHDO	Community Housing Development Organization
CIP	Capital Improvement Program
CPP	Citizen Participation Plan
DCHA	District of Columbia Housing Authority
DCRA	Department of Consumer and Regulatory Affairs
DFD	DHCD's Development Finance Division
DHCD	Department of Housing and Community Development
DHS	Department of Human Services
DMPED	Deputy Mayor for Planning and Economic Development
DOES	Department of Employment Services
DOH	Department of Health
DSLBD	Department of Small and Local Business Development
EAHP	Employer Assisted Housing Program
EMSA	Eligible Metropolitan Statistical Area
ESG	Emergency Solutions Grant
FHIP	Fair Housing Initiatives Program
FRPAP	First Right Purchase Assistance Program
FY 2016	Fiscal Year 2016
HAHSTA	HIV/AIDS, Hepatitis, STD, and Tuberculosis Administration
HAP	Homeownership Assistance Program
HCVP	Housing Choice Voucher Program
HDS	Housing Development Software
HoDIF	Home Ownership Developers Incentive Fund
HoFEDD	Housing Finance for the Elderly, Dependent, and Disabled
HOME	HOME Investment Partnerships Program
HOPWA	Housing Opportunities for Persons with AIDS
HPAP	Home Purchase Assistance Program
HPTF	Housing Production Trust Fund
HQS	Housing Quality Standards
HRA	Housing Regulation Administration
HUD	U.S. Department of Housing and Urban Development
IDIS	Integrated Disbursement and Information System
KPI	Key Performance Indicator
LAA	DC Language Access Act of 2004
LAHDO	Land Acquisition for Housing Development Opportunities
LBP	Lead-Based Paint
LIHTC	Low-Income Housing Tax Credit



LISC	Local Initiatives Support Corporation
LSW	Lead Safe Washington
NCRC	National Capital Revitalization Corporation
NIF	Neighborhood Investment Fund Target Areas
NOFA	Notice of Funding Availability
NSP	Neighborhood Stabilization Program
NRSAs	Neighborhood Revitalization Strategy Areas
OHR	Office of Human Rights
OPM	DHCD Office of Program Monitoring
PART	Pre-Apprenticeship Readiness Training
PHA	Public Housing Authority
RCS	DHCD Residential and Community Services Division
RFA	Request for Applications
RFP	Request for Proposals
SAFI	Site Acquisition Funding Initiative
SFRRP	Single Family Residential Rehabilitation Program
TBRA	Tenant Based Rental Assistance
TOPA	Tenant Opportunity to Purchase Act
TPTAP	Tenant Purchase Technical Assistance Program
URA	Uniform Relocation Act
WASA	Water and Sewer Authority
WIC	Workforce Investment Council

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EXECUTIVE SUMMARY

The Fiscal Year 2016 Consolidated Annual Performance and Evaluation Report (the “FY 2016 CAPER”) is a summary of the accomplishments under the District of Columbia’s Fiscal Year 2015-2016 Annual Action Plan (the “FY 2015-2016 Annual Action Plan”). The FY 2016 CAPER consists of narrative statements which explain the progress made in carrying out the activities, and achieving the objectives and priorities set forth in the FY 2015-2016 Annual Action Plan. It also describes the methods used to comply with federal regulations.

Appendices with tables and reports supply additional details about the use of federal entitlement funding for the District of Columbia. All of this information serves to document the significant amount of work contributed by the DC Department of Housing and Community Development (“DHCD”) and community partners in an effort to carry out the priorities of the District’s FY 2011-2015 Consolidated Plan (“Consolidated Plan”).

The CAPER is submitted in accordance with regulations governing Consolidated Submissions for Community Planning and Development Programs (24 CFR 91.520) and Consolidated Annual Performance and Evaluation Reporting requirements as directed by the U.S. Department of Housing and Urban Development (“HUD”). The purpose is to report on DHCD’s use of federal entitlement funding allocated from HUD and related program income. The federal entitlement funding and related program income sources, listed below, come from four federal funding programs: Community Development Block Grant (“CDBG”), the HOME Investment Partnerships (“HOME”), the Emergency Solution Grant (“ESG”), and the Housing Opportunities for Persons with AIDS grant (“HOPWA”). DHCD has been designated by the District to receive and administer the entitlement funds allocated through the Consolidated Plan. However, the HOPWA grant is received directly by, and is administered by, the HIV/AIDS, Hepatitis, STD, and Tuberculosis Administration (previously known as the HIV/AIDS Administration) of the DC Department of Health (“DOH”). The ESG grant is received and administered by the Department of Human Services (DHS).

Fiscal Year 2016 Federal Funding:

CDBG Entitlement Allocation	\$13,735,515
CDBG Program Income	7,959,635
HOME Entitlement Allocation	1,492,264
HOME Program Income	1,549,924
ESG Entitlement Allocation	1,248,280
HOPWA Entitlement Allocation	11,163,299
Total:	\$37,148,917

Fiscal Year 2016 Actual Expenditures:

CDBG	\$ 22,777,956
HOME	9,909,418
ESG	0
HOPWA	12,732,820
Total:	\$ 45,420,194

DHCD has performed across all priority areas and specific objectives in FY 2016. The Department’s performance in some areas met or exceeded targets despite the austere resource environment.



DHCD has continued to successfully provide and expand affordable housing opportunities for District residents while facing a very challenging housing market. Increasing land and construction costs, an increasing demand to live in the District, and intense competition from private housing developers all contributed to the difficulty of creating and maintaining affordable units. At the same time, the District, like many jurisdictions across the country, faced rapidly diminishing local and federal resources. The availability of HUD resources to leverage funds from other public and private sources was essential to achieving the objectives and priorities set forth in the Consolidated Plan and the FY 2016 Annual Action Plan.

Table 1 is a summary of DHCD's accomplishments and priorities set forth in the FY 2016 Annual Action Plan.

Table 1 Summary of Accomplishments, FY 2016			
Total affordable housing units funded	1,128	Comprehensive housing counseling sessions	32,736
Homeownership units funded	116	Technical assistance services provided to small businesses	4,077
First-time homebuyers funded by HPAP, EAHP, and NEAHP	331	Loans or grants by the Single Family Rehab Program and Lead Safe Rehab	102
First Right Purchase Assistance Program units funded	115	Affordable housing units rehabilitated	293
Special needs housing units funded	304	Storefront façades improved	26

Other accomplishments in FY 2016 include the following:

- DHCD held the 8th Annual Housing Expo at the Walter E. Washington Convention Center where over 4,000 people interacted with representatives from the mortgage industry, community-based organizations, and DC government agencies offering information, services and referrals to attendees.
- DHCD's Housing Resource Center (HRC) had over 6,000 visitors seek information about DHCD services and programs.
- DHCD, through the Housing Regulation Administration (HRA), conducted a number of education and information sessions on rental housing, condominium conversion matters, affordable housing programs, and inter-agency coordinated topics. Plus it conducted 8 quarterly stakeholder meetings.

Despite challenging times, DHCD funded 1956 total units of affordable housing in FY 2016, which is slightly higher than the 1,900 initially projected. This number includes units financed for acquisition, rehabilitation and new construction, as well as lead, multi-family and Home Purchase Assistance Program (HPAP) units.



Focusing on infrastructure and efficiency, DHCD used creative and resourceful methods to fund as many affordable housing units as possible. In addition, DHCD also met community development goals in the areas of community service activities, including housing counseling and small business technical assistance. Housing counseling was a particular focus in FY 2016. DHCD worked with several agencies, nonprofit organizations, community-based grantees, and the private sector to enhance outreach, education, and counseling around foreclosure prevention and loss mitigation within the District.

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A. Assessment of the Five Year Goals and Objectives

FY 2016 marked the last year of the District of Columbia's FY 2011-2015 Consolidated Plan. This is due to an extension of the five-year plan to cover FY 2016. The FY 2011-2015 Consolidated Plan includes specific objectives and priorities pertaining to suitable living environments, decent housing, and economic development activities to be achieved during the five-year period.¹ These objectives and priorities, designed to assist persons of low- and moderate-income, are identified on an annual basis in Annual Action Plans. They include the following:

- Creation and retention of affordable homeownership and rental housing through new production, preservation, and rehabilitation; comprehensive housing counseling; and eviction prevention and homeless assistance;
- Expansion of homeownership through first-time homebuyer financial assistance, and technical assistance and counseling to convert rental properties to affordable homeownership; and
- Support of neighborhood-based economic and community revitalization activities through business expansion and retention services.

In an effort to prioritize needs and efficiently allocate resources, DHCD collaborated with inter-government agencies, citizens, elected officials, public-private agencies, and nonprofit organizations to determine community development needs for FY 2016. The main identified areas of need were affordable housing, economic development, and homelessness prevention and social services for the District of Columbia. To help meet the diverse housing needs of the District's low- to moderate-income residents, DHCD operated programs for individuals, developers, and community groups. Through the Housing Regulation Administration (HRA), DHCD works to ensure the preservation and maintenance of affordable rental housing by regulating building sales and conversion of use, administering the Rental Housing Act of 1985, and by enforcing the Rental Conversion and Sale Act of 1980 (also known as the "Tenant Opportunity to Purchase Act" or TOPA).

In terms of preserving and increasing affordable housing, DHCD provided funding for the pre-development, rehabilitation and construction of 1956 affordable units for both multi-family and single-family developments over the past year.

With respect to homeownership, DHCD provided loans, through second trust financing for acquisition and closing costs, for a total of 331 new first-time homeowners using the Home Purchase Assistance Program (HPAP), Employee Assisted Homeownership Program (EHAP) or the Negotiated Employee Assisted Homeownership Program (NEHAP).

¹ The Five Year Consolidated Plan is mandated by the United States Department of Housing and Urban Development (HUD) for participating jurisdictions receiving federal funding. The current plan covers Washington, DC fiscal years 2011 through 2015, for the time period that runs from October 1, 2010 through September 30, 2015, however DHCD was granted a one-year extension by HUD up to September 30, 2016. It can be accessed at the DHCD office at 1800 Martin Luther King, Jr. Avenue, SE, Washington, DC 20020 or via the internet at http://dhcd.dc.gov/sites/default/files/dc/sites/dhcd/release_content/attachments/19883/2-ConPlan2ndDraftFinalPart2.pdf



DHCD also converted 115 rental units into home ownership opportunities by assisting tenants in acquiring their rental units for condominium or coop ownership under the District of Columbia's First Right to Purchase Assistance Program. DHCD assistance allowed 406 families to remain in their homes by providing loans and grants for rehabilitation, including repairs for accessibility improvements, eliminating code violations, lead remediation, and the replacement of lead pipes. DHCD also provided housing counseling to 32,736 tenants, home buyers and new homeowners to increase access to housing and stable homeownership.

In connection with neighborhood revitalization and addressing community needs, DHCD activities ranged from small business technical assistance to individual assistance in order to prevent homelessness. As part of our neighborhood investments over the past year, DHCD funded our non-profit partners to provide technical assistance for 4077 small neighborhood businesses and to complete construction on façade improvement projects for 26 small businesses. As part of efforts to prevent homelessness, with ESG funds, emergency assistance was provided to prevent 165 households from experiencing homelessness.

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B. Affirmatively Furthering Fair Housing

Section 808(e)(5) of the Fair Housing Act (Title VIII of the Civil Rights Act of 1968), requires a participating jurisdiction (PJ) to engage in activities which promote Affirmatively Furthering Fair Housing (AFFH) and in accordance with Section 104 of the Housing and Community Development Act of 1974 (24 CFR Part 570.496(a)), DHCD certifies that it will affirmatively further fair housing. This legal requirement mandates that federal grantees further the purposes of the Fair Housing Act. As such, the District, through DHCD, has conducted the prescribed Analysis of Impediments to Fair Housing Choice (AI) on a five-year interval. The most recent AI, published in 2011 and covering years 2005-2010, highlighted various issues of concern which the city has begun to examine and integrate into its action plans.

Having received the 2015 final rule to HUD's Affirmatively Furthering Fair Housing Regulations (24 CFR part 5, subpart A, as amended), and as DHCD is statutorily required to fulfill this obligation, this rule replaces the existing AI requirements with the Assessment of Fair Housing (AFH). The AFH process is intended to aid PJs in improving access to opportunity and increasing the ability for all persons and families protected under the Fair Housing Act to make housing choices. The new rule provides PJs with more effective means to affirmatively further the intent and policies of the Fair Housing Act. As directed by the final rule, DHCD will complete the AFH on the same cycle as the city's Consolidated Plan. DHCD will seek to collaborate and partner with District agencies in order to complete a more robust and comprehensive plan.

The new AFFH Rule provides clearer guidance, data, and a template to complete the affirmative fair housing form (AFH). DHCD will link the city's AFH to its Consolidated Plans, as will the DC Housing Authority to its PHA Plans and the city to its Capital Funds Plans so that there is clear interaction with all programs that are subject to AFFH requirements. Hence, the District will continue to look at all factors past, current and future which helped to perpetuate historical areas of segregation, ethnic and racially concentrated areas of poverty, and or disparity in the access to vital community assets and services all which have a great impact of life outcomes. Factors which the District must confront include discriminatory housing actions by banking, real estate industry and government; housing markets operations, investment decisions by District officials and capital investors, geography limitations and development patterns.

The new regulation directs the District to expand its AFFH definition to include not only fostering antidiscrimination measures, but directs jurisdictions to take "proactive" actions based on the assessment and analysis. As mentioned above, the AFFH final rule looks to the jurisdictions to synchronize the AFH with the planning cycle of the Consolidated Plan process linking fair housing goals to strategies, actions, and reporting on outcomes. In preparation for the regulation to take effect, DHCD will collaborate with the Office of Human Rights (OHR) and sister housing agencies to create an AFFH working team to ensure full linkage of its AFH goals and recommendations to its 2020 Consolidated Plan. To this end DHCD will submit an updated AFH by December 2019, nine months before the start of the 2020 fiscal year to include AFFH priorities which will be consistent with the analysis compiled by DHCD and data provided by HUD. Once approved, the District's Consolidated Plan will set priorities, strategies and goals in accordance with the AFH findings and DHCD and pertinent District agencies will incorporate the elements identified in the AFH into their respective annual action plans specifying actions to be taken during the next fiscal year addressing the AFH findings.

The city through its program initiatives, direct services, private sector development, and capital improvements will need to undo years of extreme segregation which have created an immense fair housing challenge for the city. To tackle the causes and effect of racial discrimination in housing, the city will have to delicately balance many competing issues while framing them in the affirmatively furthering fair housing context to achieve an equitable racial and ethnic composition throughout the city and its metropolitan area. Factors such as the high



cost of housing; lack of affordable housing stock in higher income neighborhoods; historical and subtle racial segregation accompanied by economic segregation due to the extreme difference in median incomes between white and all other minority households; discriminatory housing practices by the real estate and lending industries; and a dual housing market within the District and the surrounding metropolitan area have created fair housing barriers causing extreme racial and ethnic segregation.

Since the housing boom of the mid-2000s the District has benefited from an increase in residents moving to the city. Population growth of over 100,000 people brought diversity and economic revitalization to many neighborhoods. However, this transformation could have severe consequences if it does not achieve long-term racial and economic integration if it allows for gentrification to substantially displace minority residents, and if it does not preserve existing affordable housing.

The effort to preserve affordability and increase affordable housing choice was given a boost in FY 2016 by the conclusion of the Mayor's Housing Preservation Strike Force. Chaired by the Director of the Department of Housing and Community Development (DHCD), the members included four other cabinet members, three leaders of independent agencies, two members from the Council of the District of Columbia and nine community stakeholders. The Strike Force held 15 public meetings, reviewed available data and research on policies in the District, and sought policy examples and the experiences of other jurisdictions from national experts. The strike Force also considered the role of rent control in preserving affordable housing.

The Mayor accepted and has begun implementing the Strike Forces recommendations:

1. Establish a "**Preservation Unit**" located within a designated District agency that is tasked with being the District's central resource to: (a) preserve existing assisted affordable housing in the city; (b) identify opportunities to place "naturally affordable," unassisted units under covenant or to otherwise preserve their affordability; and (c) collect and maintain comprehensive data on all affordable housing in the city.
2. Provide seed funding to a **Public-Private Preservation Fund** to facilitate early investments while leveraging greater amounts of private capital to preserve affordable housing.
3. Develop a **Small Properties Preservation and Affordability Program** within DHCD to assist properties with five to 50 units with funds for renovations and repairs.
4. Implement **DOPA** (District Opportunity to Purchase Act) by releasing draft regulations that will allow the District to transfer ownership of properties at risk of losing affordable apartments to pre-qualified developers who are committed to preserving affordability.
5. **Improve Preservation under TOPA** (Tenant Opportunity to Purchase Act) and TOPA exemptions by providing financial incentives for preservation in TOPA transactions, including predevelopment work, legal services, third party reports, and acquisition bridge financing. This assistance also should also be a mechanism for collecting accurate data about the outcomes of TOPA transactions.
6. Establish Programs to **Facilitate Low Income Seniors Aging in Place**. Examples include tenant-based vouchers or other rental assistance to seniors on fixed incomes or funds for renovation of buildings and individual apartments and single family homes to create appropriate housing options for seniors to age in place.

The 2011 AI specifically highlights impediments to fair housing choice during the period of 2005-2010 and provides a framework of recommendations for the District to begin planning and shaping the city into an economically integrated and stable housing market with the goal of creating housing opportunities for protected classes in all neighborhoods.. The impediments found include actions generated by the private, public and private/public sector. They are as follows:



A. Private Sector Impediments

1. Dual Real Estate Market: The 'dual market' consists of having one real estate market for African Americans and another for everyone else. The entrenched dual housing market activities within and around the city is responsible for the levels of housing segregation in both the city and the counties that surround it.
2. Racial Steering in the Real Estate Market: Real estate and rental agents direct whites to predominantly white or gentrifying neighborhoods while directing African Americans and Hispanics away from predominantly white and integrated neighborhoods to all-black or predominantly black neighborhoods.
3. Mortgage Lending discriminatory practices in issuing conventional and FHA loans. Data suggests that the private sector lending industry has engaged in widespread discrimination against African Americans and Latinos by steering them into high cost (subprime and predatory) mortgage and refinance loans.

B. Private and Public Sector Impediments

4. High cost of housing and shrinking affordable rental housing stock. Disproportionate high cost of housing fosters economic and racial segregation in a city where the median income of non-Hispanic whites is much greater than the median income of African American and Hispanic households. Gentrification has led to higher housing costs and displacement of substantial percentages of residents who are lower income, which in the city are also disproportionately African American residents.
5. Exemption of new housing units from the DC Inclusionary zoning requirements; resulting from units having been placed in the pipeline prior to the Act taking effect.
6. Obstacles to creating accessory apartments placed by the District's zoning ordinance.

C. Public Sector Impediments

7. The city's Comprehensive Plan does not address or have goals, objectives, or policies that seek to achieve stable racially-integrated neighborhoods.
8. The city's planning process does not address fair housing issues that it can resolve, mitigate, or prevent. Private sector residential developments are uniformly approved by the city without any effort to promote compliance with the Fair Housing Act or the accessibility requirements of the American with Disabilities Act.
9. The District's zoning regulation of "community-based residential facilities" is very complicated to navigate and at times contradictory.
10. There is severe concentration of community based residential facilities in the Northeast and Southeast quadrants creating a de facto social service district which undermines the ability of community residents to achieve the goal of normalization and community integration.
11. Difficulty accessing fair housing information. Information about housing discrimination, complaint process, and education is not easily accessible through the various government agencies webpages or the Mayor's webpage.
12. Lack of ready available information on affirmatively furthering fair housing choice.
13. Lack of transparency and access to data. Inability to obtain information, and accurate and up-to-date data from District of Columbia agencies and quasi-government agencies.

The recommendations in the 2011 AI, based on detailed data and research, provide the city and its agencies with direct and indirect guidance to begin the process of creating an economically integrated, racially and ethnically diverse city. The recommendations are geared towards ensuring housing opportunities are available to all District residents on an equal basis as it begins to undo generations of hyper-segregation of African Americans, the continuous concentration of ethnic minorities, and the isolation of persons with disabilities.



The District is geographically positioned and economically affected by Maryland and Virginia cities and counties which make up the metropolitan area; thus any work integral to District well-being has to include neighbors which may or may not choose to participate in a metropolitan wide approach to AFFH.

The recommendations include activities to be addressed at the private, public and private/public sector. The 2016 recommendations are as follows:

A. Private Sector Recommendations

1. The District should adopt an explicit goal and policy to promote the expansion of housing choice through the city and the metropolitan area to transform the distorted dual housing market into a free unitary housing market where all residents participate and compete for the housing they can afford.
2. Establish a city-wide, centrally located Housing Service Center where home seekers are introduced to options beyond the enclaves of their own racial and ethnic neighborhoods.
3. Reinforce the one-to-one housing counseling centers, and update the DCHousingSearch.org website to encourage viewers to seek housing throughout the city and metropolitan area.
4. Real estate marketing images should reflect person of all ethnic backgrounds for all quadrants, to convey that all people are welcomed in those neighborhoods.
5. Use a public campaign to expand housing choice to ensure Blacks and Hispanics know they have options to move anywhere in the city and metropolitan area.
6. Preserve affordable housing in neighborhoods going through a resurgence and gentrification to ensure long term stability and integration
7. Work with the Council of Governments to encourage greater production of housing across the metropolitan area to provide greater choices to all metro and District residents and prevent re-segregation due to lack of affordable housing in the surrounding counties.
8. Transform the dual market into a unitary free market throughout the metro.
9. Expand the Housing Service Center throughout the metropolitan area to expand housing choices of suburban residents and foster racial and ethnic integration at all income levels.
10. Conduct on-going, systematic and thorough testing program, based on proven and court upheld methods, to identify any discriminatory practices in rental and for-sale housing.
11. Provide greater financial and lending counseling to better prepare applicants before they submit a mortgage loan application.
12. Provide written notification of counseling to potential buyers through private sector real estate firms to inform them about this counseling and alert buyers of the signs of discrimination in issuing home loans.
13. Reward city lenders who do not discriminate by placing District cash reserves and operating funds, and adopting a policy that it will bank only with institutions that do not engage in discriminatory practices.

B. Private and Public Sector recommendations

14. Commit resources to aggressively implement the Rental Housing Conversion and Sale Act of 1980 and enable the conversion of many more rentals to low-equity cooperatives, especially in neighborhoods experiencing gentrification and related integration.
15. Revitalize and reinvigorate the Co-op Seed Money Loan Program, First Right Purchase Program, and Deferred Payment Loans.
16. Create a database of buildings subject to the Rental Housing Conversion and Sale Act of 1980 with resident demographic data. Gather resident demographic before and after the sale of each building to gauge effectiveness of the Act.
17. Cease building permit extensions to construction that has not broken ground years after being granted the original inclusionary zoning requirement exemption due to units being in



the 'pipeline' when the zoning act went into effect.

18. Emulate Montgomery County by including scattered site public housing units in the Inclusionary Zoning program.
19. Remove obstacles to accessory apartments from the zoning code. Full list provided on page 95 of the AI report.

C. Public Sector recommendations

20. Amend the Comprehensive Plan to establish explicit goals, objectives, policies, and implementation approaches to start the process of achieving stable, racially-integrated neighborhoods throughout DC and metro area.
21. Require private and public developers of all residential developments and buildings to submit a Fair Housing Act, DC Human Rights Act, and ADA compliance plan in order to receive zoning approval and building permit.
22. Apply same principle and requirements to the conversion of rental dwellings to condominium ownership.
23. Revise and replace zoning code for 'community-based residential facilities' with a fact-based zoning scheme that will prevent contradiction, confusion and expansion of existing clustering and *de-facto* social service districts.
24. The word "facilities" should be modified or changed as it represents a misunderstanding of the nature of these residences. Zoning language should reflect these homes as "community residences" used with the primary purpose of providing a place of abode in a family-like environment. The word 'facilities' implies an institutional use, a sharp contrast to community residence.
25. The zoning code definition of "family" should be consistent and compatible throughout the various types of "community based residential facilities".
26. Amend the zoning ordinance to permit all residential districts to have residential care homes of up to six individuals who are either "substance abuse or youth with disabilities". Imposing additional zoning restrictions on their community residences, which have met the definition of family, constitutes a violation of the Fair Housing Act.
27. Examine and revise the zoning code to make reasonable accommodations for all types of "community-based residential facilities" for people with disabilities. Reasonable accommodations are not required for community residences for persons without disabilities or persons with disabilities who pose a threat or danger to themselves or others.
28. Amend the building code to reflect information on the number of residents who can live together in a community based residential facility instead of in the zoning ordinance.
29. Amend the zoning ordinance to recognize that the building code's formula for determining how many people can live in a dwelling unit should apply to community residences.
30. Update the 311 call center computer database to identify the Office of Human Rights (OHR) as the place to refer callers who may have encountered housing discrimination. Also, ensure the 311 information operators are trained to direct all possible housing discrimination calls to OHR.
31. Implement uniform reporting systems for housing discrimination complaints throughout the various government and nonprofit fair housing offices intake centers. The DC Office of Human Rights and the Equal Rights Center should record fair housing complaints by separating whether it originates as a rental or home ownership complaint.
32. The Equal Rights Center should also record fair housing complaint information based on the locally District based protections.
33. Link OHR rental and homeownership discrimination complaints received to actual complaints filed, investigated or mediated.



34. The District of Columbia Housing Authority (DCHA) should maintain current records on race and ethnicity of each Housing Choice Voucher holder (HCV) and public housing residents.
35. The DCHA should maintain current maps showing where all public housing and voucher holders live by race and ethnicity to analyze the racial and ethnic composition of census tracts and neighborhood clusters in which the vouchers are being used to ensure voucher holders are being segregated or steered to predominantly minority neighborhoods.
36. The DC Housing Authority should adopt a strategic policy to locate public housing outside of the 13 hyper segregated neighborhood clusters.
37. DCHA public housing buildings in need of repair, located in gentrifying neighborhoods, should receive high priority for restoration and continued use as public housing.
38. DCHA should expand the geographic range throughout the District and in nearby suburbs and provide assistance to HCV holders so they consider housing outside predominantly African American neighborhoods.
39. DCHA should recruit more HCV holders for the Moving to Work Program.
40. Conduct a thorough study of the level of financial services available and assess whether redlining of mortgages and/or home owner and renter insurance is occurring in largely minority neighborhoods.
41. The city needs to raise a culture of information sharing and transparency among career and political leadership so that information sharing is more fluid.

Affirmatively Further Fair Housing Activities

Since the 2005 and 2010 AI's were published The District continues to work on mitigating AI findings. Below are some of the activities that have been accomplished in order to increase housing opportunities for the general public and persons with special needs:

- **Interagency collaborations**—DHCD continues to partner with the DC Department of Behavioral Health (DBH), formerly known as the Department of Mental Health. In an interagency Memorandum to provide affordable housing to DBH clients, DHCD will oversee acquisition, construction, rehabilitation of permanent supportive housing units for DBH consumer with mental health and/or physical disabilities. DHCD has also and will continue to partner with DBH and the Department of Human Services (DHS) to provide permanent supportive housing to persons who are homeless or at risk of homelessness.
- **Inclusionary Zoning Program (IZ)**—This innovative regulatory program requires that developers of 10 or more units set aside up to 10 percent of the residential units for affordable housing in a new development or in a substantial rehabilitation project that expands the existing building. In return, the developer receives a 20% density bonus to build the affordable housing and market rate housing. The goals of the program are to create mixed income neighborhoods; produce affordable housing for a diverse labor force; seek equitable growth of new residents; and increase homeownership opportunities for low and moderate income levels. Further DHCD requirement is that these units have an Affirmative Fair Housing Marketing Plan to ensure greater diversity in high income areas.
- **Affordable Dwelling Unit (ADU)**—The ADU program is an umbrella term applied to the 'for-sale' and 'for-rent homes that are restricted for occupancy by households whose income falls within a certain range and are generally offered at below-market rate. These units are generally produced in exchange for zoning relief, tax incentives, public financing, and/or the right to purchase or lease District-owned land. DHCD is the monitoring and enforcement agency for this program. These units also require an Affirmative Fair Housing Marketing Plan to ensure outreach and inclusion of qualified applicants.
- **Targeted foreclosure prevention**—The Department is proactive in identifying high risk loans in its



portfolio and works with borrowers to avoid foreclosure. DHCD directs borrowers who are in financial distress to one of seven partner Community Based Organizations throughout the District specializing in housing counseling. All staff assigned to assist clients is HUD and NeighborWorks certified in foreclosure mitigation counseling. During fiscal year 2015, these organizations have successfully avoided foreclosure for 97% (a total of 924 clients) of the borrowers seeking assistance

- **Commercial Revitalization**—Affirmatively furthering fair housing also means creating cohesive neighborhoods that offer a variety of retail and service options for residents. The District has focused its commercial revitalization efforts on utilizing public actions and resources to leverage private investment in retail, housing, office space, and cultural facilities. Former Mayor Vincent Gray instituted, and current Mayor Muriel Bowser has continued, the Great Streets Initiative, a multi-year, multi-agency commercial revitalization program that aims to “transform emerging corridors across the District into thriving and inviting neighborhood centers.” This commercial revitalization initiative has transformed emerging corridors throughout the District into thriving and inviting neighborhood centers ensuring areas are walkable and accessible to seniors and persons with disabilities.
- **Green Building**—DHCD has incorporated in all of its Requests for Proposals (RFPs), a green building requirement as specified by The Green Building Act of 2006. This requirement ensures that buildings that are greater than 10,000 square feet and receive 15% or more of their development costs through public financing, are certified through Enterprise’s Green Communities Criteria or a substantially similar standard. This has a positive effect on the natural environment, as well as on the health of the residents of these buildings. Many Green Building measures lower utility costs and have long term financial benefits for the residents and the project as well.
- **Living Building Challenge Affordable Housing Pilot Project**—The District was selected by the International Living Future Institute (ILFI) to participate as part of a Living Building Challenge Affordable Housing Pilot Project. This initiative will create green affordable housing, providing low- and moderate-income residents in a predominantly African American neighborhood with the opportunity to own their own sustainable homes and simultaneously save money on their utility bills. Further the city will be able to decrease blight by creating a safe and healthy environment, and what was a formerly vacant site will be turned into a 10 to 15 townhouse equitable, mixed-income, and sustainable development with cutting edge environmentally-restorative design. The project aims to attain a rigorous green building performance standard certification set by the Living Building Challenge. The District's project will pursue the Living Building Challenge certification which focuses on net-positive energy and water construction built with nontoxic and sustainably sourced materials which have a positive impact on the environment and surrounding community.
- **Fair Housing Program**—Through the Office of Program Monitoring, DHCD provides technical assistance and training to funding sub-recipients on all fair housing and accessibility compliance issues for construction projects, programs and the ADU/IZ program. DHCD also continually monitors all its funded sub-recipients to ensure compliance with fair housing and equal opportunity, and accessibility laws and regulations.
- **Annual Fair Housing Symposium**—The District held its Fifteenth Annual Fair Housing Symposium in April 2016. The theme, “DC Fair Housing, The Journey Continues,” provided the audience with information on how to better serve themselves and clients by recognizing and handling issues of barriers to housing and equal opportunity as they arise. DHCD partnered with the DC Office of Human Rights, the DC Developmental Disabilities Council (DDC), and the Equal Rights Center to bring District residents and service providers a day full of fair housing information. It is anticipated that this partnership will continue in fiscal year 2017, and that the partners will once again develop activities to commemorate passage of the Fair Housing Act during the month of April.
- **Affirmative Marketing Certification process**—DHCD requires an affirmative marketing plan from all of its service, acquisition, and construction funded projects, i.e., new construction, rehabilitation. The certification process, modeled after the HUD Affirmative Fair Housing Marketing Plan (AFHMP),



is applied to all programs and projects regardless of its funding source, thereby increasing the number of residents that can benefit from all of our services. The affirmative marketing certification process at DHCD, allows for greater diversity in areas that are suspect of having been subjected to housing discrimination based on the residents' protected group. DHCD requires completion of an Affirmative Marketing Plan ("AMP") for non-housing projects and for program services.

Activities that Remove Barriers to Equal Opportunity and Promote Affordable Housing

At DHCD affirmatively furthering fair housing choice means removing barriers to affordable housing to a greater number of District residents, who have been historically segregated or isolated due to race, ethnicity, or disability. Some of these efforts are listed as follows:

- **Housing Production Trust Fund**—The District created this funding vehicle to provide financial assistance to nonprofit and for-profit developers for the planning and production of low, very low and extremely low income housing and related facilities. The District continues to maintain this dedicated source of local funding to increase its housing production, in particular to assist in housing retention or production for the elderly and persons with disabilities. DHCD manages this program.
- **Rental Housing Act of 1985**—This Act better known as Rent Control is a strong and effective rent stabilization law and is administered in the Rental Accommodations Division (RAD) at DHCD. This law parallels the mission of the Agency in that it assists in creating and preserving affordable housing in the District. RAD acts as the repository for information regarding the amount of rent charged to tenants for residential rental property. It also receives and processes documents required from property managers for the operation of rental property in the District and to resolve disputes between landlords and tenants.
- **Rental Housing Conversion and Sale Act of 1980**—The District enforces the Rental Housing Conversion and Sale Act of 1980 (also known as the Tenant Opportunity to Purchase Act or TOPA). TOPA regulates conversion of property into a condominium or cooperative, relocation assistance, tenant organization registration, the registration of rental residential property offered for sale and tenant opportunity to purchase. This vigorous first right of refusal law is administered by DHCD which has sought to align the purpose of the law with its mission of creating and preserving affordable housing opportunities.
- **Annual Accessibility Training Program**—DHCD hosts annual accessibility compliance training for direct funding recipients, project managers, and interested stakeholders. This training covers Section 504 of the Rehabilitation Act of 1973, the Fair Housing Act as Amended, the District Housing Code, and the Americans with Disabilities Act. The training is mandatory for new staff and sub-recipients; sister housing and District agencies are also invited to attend. The training covers changes in federal and local regulations, parallels among the various regulations, practical application of such regulations and the current accessibility requirements for multifamily and single family housing.
- **Affordable and Fair Housing Literacy**—DHCD continues to provide fair housing information and training as needed to the general public and District agencies, and distributes its fair housing brochure series, printed in various languages, at events such as community fairs and the annual DHCD Housing Expo held during National Homeownership month in June. Together various national and local nonprofit organizations as well as nonprofit community development corporations offer tools to assist first time homebuyers and residents in crisis. The DC Housing Finance Agency has a



Home Resource Center dedicated to education and training of first time homebuyers on homeownership opportunities. Manna, Inc., a nonprofit housing corporation which builds affordable housing, also has its own first time home buyer training and mortgage assistance program, as do Housing Counseling Services, Inc. and other nonprofit organizations that assist low income residents citywide.

- DCHousingSearch-dot-org (DCHousingSearch.org)**—The DHCD-sponsored web housing locator is the most comprehensive affordable housing database in the District that links people to residential rental and for sale housing. All posted units must be licensed with the DC Department of Consumer and Regulatory Affairs and registered with DHCD. The website is populated by both public funded and private developers which increase the number of affordable housing units to low and middle income renters and homebuyers. Individuals can browse up-to-date, detailed listings of available for-rent and for-sale properties including Inclusionary Zoning Units and Affordable Dwelling Units. Listed properties also include properties affordable to households with incomes up to 120% of AMI and those managed under the DC Housing Authority's Housing Choice Voucher Program
- The Housing Resource Center (HRC)**—is a one-stop shop for information on DHCD programs and services. It is the repository for all Rental Accommodation Division and Conversion and Sales Division filings. Over 5,000 individuals continue to visit the HRC on an annual basis since its inception. The HRC also has an active Housing Provider Ombudsman, who serves as a resource for small housing providers. In partnership with community based organizations, University Legal Services (ULS) maintains an office in the HRC. This community nonprofit organization provides free counseling and training to tenants and both potential and current homeowners on DHCD programs and services such as the Home Purchase Assistance Program (HPAP), credit scoring, navigating the homeownership process and foreclosure prevention. In addition, community based organizations, advisory neighborhood commissions and private citizen groups use the HRC to conduct trainings, information sessions and regularly scheduled meetings.
- Partnerships with Community-Based Organizations (CBO)**—DHCD currently partners with 10 individual organizations to provide an array of direct services to District residents to ensure housing opportunities are available to a greater diversity of the population and 11 organizations to provide assistance to small business developments which contribute to the stabilization of neighborhoods. Assistance to renters, prospective homeowners and small businesses include: housing legal assistance for the elderly, housing credit and mortgage counseling, as well as, financial assistance towards homeownership, single family home repair safeguarding homes of lead hazards, housing code failures, and towards accessibility for persons with disabilities and the elderly. The CBOs continue to provide an invaluable service to District residents regarding home ownership and credit counseling in these harsh economic times.

Activities to further address impediments

DHCD recognizes that the above referenced impediments still exist in the District and plans to continue working to address them through its Comprehensive Planning process, policy development and through interagency partnerships (AFFH working group) and the review of District assisted projects.

One suggested approach is that the District map and analyze the location of all CDBG/HOME assisted projects in order to determine the location of projects in relation to the HUD designated R/ECAPS. This assessment would analyze areas impacted against projects in non-impacted areas. Furthermore the District will work towards establishing goals based upon that information and how District development affects the HUD designated R/ECAPS.



Private Sector Impediments- One, Two and Three

Impediments One and Two: The District anticipates to continue working with the private sector real estate industry to promote the expansion of housing choice in the District. This may be done through collaboration with other District agencies and partners (FHIPs and housing counseling partners) to educate real estate professionals regarding the use of real estate marketing images that reflect the diverse demographics of the District, as well as racial steering.

Furthermore the District can explore the development of an another outreach campaign and possible public marketing campaign (similar to the OHR summer 2012 “Fair Housing is Your Right” campaign) to expand housing choice to those persons least likely to know about housing opportunities outside of racially segregated areas such as Blacks and Hispanics in order to affirmatively further fair housing choice. DHCD will continue to work with Community Based Organizations that provide housing counseling to ensure customers are aware of the Fair Housing Act’s protections and equal access to housing opportunities.

Impediment Three: Lastly the District can work on funding and conducting on-going testing with Fair Housing Initiatives Program (FHIP) and Fair Housing Assistance Program (FHAP) agencies to identify discriminatory lending practices in the metropolitan marketplace.

Public-Private Sector Impediments-Four, Five and Six:

Impediment Four: This impediment still persists and the District has expanded the availability of resources available to create and preserve affordable rental housing to not only include local but over \$100m in Housing Production Trust Funds annually. Additionally, in 2016 the Housing Preservation Strike force working group convened and identified several recommendations in order to preserve affordable housing in the District as stated previously.

Impediment Five: The implementation of the Inclusionary Zoning Act was delayed as a result of the housing market crisis, consequently resulting in the exemption of units in projects previously approved by the Zoning Commission prior to March 14, 2008. However, as the market has rebounded IZ units have consequently increased as demonstrated by the 124 IZ units completed in FY2015 a significant increase from the 71 units completed in FY2014 and 2013 combined. Additionally, as the approval of construction permits increases so does the issuance of building permits subject to IZ. Please see the map for the location of IZ projects which are occurring in most neighborhoods across the District, as shown in Map 1.

Impediment Six: This impediment still exists and a review of the District's building codes and zoning ordinances must be conducted, as well as discussions with the Department of Consumer and Regulatory Affairs (DCRA)’s Office of the Zoning Administrator to determine how this impediment may be adequately addressed and if regulatory and legislative changes must be made as discussed in the AI’s recommendations.

Public Sector Impediments-Seven, Eight, Nine, Ten, Eleven, Twelve and Thirteen:

Impediment Seven: The District’s Office of Planning (OP) is currently working on the District’s Comprehensive Plan, DHCD will work with OP to establish goals, objectives, policies and implementation approaches to achieve stable, racial-integrated neighborhoods in the District.

Impediment Eight: The District will work to identify and mitigate preventable fair housing issues as part of its planning and project review process through coordination with DHCD, DCRA and OP.



Impediments Nine and Ten: The District will explore the impediments and recommendations posed regarding community-based residential facilities and zoning regulations through coordination with DCRA, DHCD and OP as stated in the AI.

Impediment Eleven: The impediment has been addressed, more specifically with updates to the OHR website which provides detailed information via dedicated webpages “How to File a Complaint” including how to file a housing discrimination complaint (in seven languages), as well educational materials regarding the District’s 19 protected categories.¹

Impediment Twelve: This impediment has been addressed as OHR also updated its “Fair Housing Resources” webpage to include access to its 2013 “Equal and Inclusive Housing Webinar: Knowledge for Stakeholders” and produced fair housing and discrimination posters.² Furthermore, the annual fair housing symposium will continue as well as updates to the District’s documents and public materials will with information regarding affirmatively furthering fair housing including District webpages.

Impediment Thirteen-The District will continue to work on the collaboration and coordination of District agencies and quasi-governmental regarding access to data for housing planning and analysis purposes. The District through DHCD will continue to work on completing the 2015 AI; prepare the first AFH submission in implementation of the AFFH rule; and integrate findings and actions into the 2020 Consolidated Plan. Lastly, the District will include updates regarding strategies and actions to address impediments to fair housing choice in its future AAPs and CAPERs.

C. Affordable Housing

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The challenges in FY 2016 continue to be the increasing cost of housing, competition for a shrinking pool of affordable units, the wage gap between skilled and unskilled workers, lack of public transportation options to regional employment opportunities, and the threat of displacement due to rising rents.

DHCD administers a number of programs that create and preserve opportunities for affordable housing and economic development as well as revitalize underserved communities. DHCD continues to utilize its competitive funding process to target specific projects to achieve this mission by issuing Requests for Proposals for development and acquisition projects and Requests for Application for service-oriented grants. Additionally, DHCD collaborates with partner organizations—including private, nonprofit, or quasi-governmental development and financing entities—to provide housing and economic opportunities for low-to-moderate income residents.

For each fiscal year DHCD establishes objectives to meet the District’s priority needs based on community consultation, experiences within the marketplace, U.S. Census and other data. These objectives are identified in the Department’s Annual Action Plan. Table 3 presents a summary of DHCD’s specific objectives for FY 2016 within the categories specified by HUD and consistent with the District’s priorities.

¹ Please see <http://ohr.dc.gov/service/file-discrimination-complaint>.

² Please see <http://ohr.dc.gov/fairhousing>.



Table 2: FY 2016 Summary of Specific Housing Objectives

#	Specific Objectives	Sources of Funds	Performance Indicators	Expected	Actual	Outcome/ Objective
1	Housing Regulation Administration					
1.1	Preserving and increasing the supply of quality affordable housing	HPTF, Local, Other	<ul style="list-style-type: none"># customers who utilize the HRC.# of inclusionary zoning units built	6,500	6,589	DH-1 DH-2
				100	191	
2	Development Finance Division					
2.1	Preserving and increasing the supply of quality affordable housing	CDBG, HOME, Other	<ul style="list-style-type: none">Total Special Needs Housing units fundedTotal affordable housing units rehabilitatedTotal # of affordable units fundedPercentage of affordable housing developments that are highly sustainable and meet the Green Communities Criteria	400	304	DH-1 DH-2
				1,000	293	
				1,900	1,128	
2.2	Increasing homeownership opportunities	CDBG, HOME, Other	<ul style="list-style-type: none">Total New Homeownership units fundedTotal First Right Purchase Assistance Program Funded	200	116	DH-1
				190	115	
3	Residential and Community Services					
3.1	Preserving and increasing the supply of quality affordable housing	CDBG, HOME, HPTF, Other	<ul style="list-style-type: none">Total affordable units funded by RCSTotal single family rehabTotal lead multi-family units fundedTotal residential rehab special needs units fundedTotal Lead Safe Washington units	425	408	SL-1 SL-3
				50	37	
				65	24	
				15	13	
				125	35	
3.2	Increasing homeownership opportunities	CDBG, HOME, Local, Other	<ul style="list-style-type: none"># of employee homebuyers funded by EAHP# of employee homebuyers funded by NEAHPTotal # of first time homebuyers funded by HPAP	80	89	DH-3 EO-1
				25	26	
				225	212	
4	Property Acquisition and Disposition					
4.1	Preserving and increasing the supply of quality affordable housing	Other	<ul style="list-style-type: none">Total # of affordable units created or rehab through reclamation of abandoned propertiesAverage # of years of affordability for units created or rehab through reclamation of abandoned properties	6	18	SL-2
				15	n/a	



Section 215 Housing Opportunities

Section 215 of the Affordable Housing Act contains eligibility requirements for affordable housing as well as a definition, specifically pertaining to the HOME program. Sections 92.252 and 92.254 under Title 24 Code of Federal Regulations, Part 92 (24 CFR 92) further explains rental and owner-occupied HOME housing criteria necessary to qualify as Section 215 housing.

As such, during FY 2016, two types of assistance qualified as Section 215 housing:

1. A total of zero households received down payment assistance using HOME dollars through our HPAP program, which are allowable under HOME regulations and guidelines; and,
2. Approximately 66 multifamily units were acquired, rehabilitated or constructed using HOME funds.

Efforts to Address Worse Case Needs

In FY 2016, the District took several steps to address worse case housing needs, which are defined as persons paying over 50% of their income on housing and/or living in housing with severe quality problems.

The most important step taken by the District government has been the use of a dedicated source of local funding for the production of affordable housing. The Housing Production Trust Fund (HPTF or "Fund"), authorized by the Housing Production Trust Fund Act of 1988 as amended by the Housing Act of 2002, is a local source of money for affordable housing development. Dedicated capital for the HPTF is supplied from the legislated share of Washington, DC deed recordation and real estate transfer taxes, currently 15%. Additionally, the city has budgeted \$100 million each fiscal year during the administration of Mayor Muriel Bowser. The Fund is designed for direct financial assistance toward the housing needs of the District's low, very low- and extremely low-income renters. Pending the receipt of feasible project proposals, the statute requires that:

- A minimum of 40-percent of Fund monies disbursed each year must benefit households earning up to 30-percent of the area median income (AMI);
- A second minimum of 40-percent of the Fund monies distributed must benefit households earning between 31- and 50-percent of the AMI;
- The remainder must benefit households earning between 51- and 80-percent of the AMI; and
- At least 50-percent of the Fund monies disbursed each year must be used for the development of rental housing.

The remainder of the funds may also be used for for-sale housing development, and loans associated with other programs, such as First Right Purchase Assistance Program and Lead Safe Washington.

Another step the District has taken to address worse case housing needs is by discouraging projects that involve the displacement of persons. However, if displacement of persons should occur in a project, DHCD will make provisions for the appropriate relocation assistance as established by federal regulations. It is DHCD's policy to minimize displacement in all DHCD funded projects. Development Finance Division (DFD) project managers review developer's plans and revise those plans as necessary to minimize displacement. Where relocation is required, project managers ensure as part of the underwriting process that the relocation plans are adequate and are funded as part of the project development costs. A number of DFD project managers have received training in the Uniform Relocation Act (URA). OPM has convened a team



to oversee project compliance, including URA compliance, and to update the Division's operating protocols to ensure that all specialized monitoring disciplines are being addressed. In FY 2016, no federal funds were used in housing development projects where residents had to be relocated. If residents had to be housed elsewhere during project completion they would be housed off-site in comparable units that are decent, safe, and sanitary as well as have been inspected by DHCD. Any required relocation generated by DHCD's single-family rehabilitation projects would be incorporated into each project work plan, and associated costs will be factored into the budget.

Non-Homeless Special Needs Population

Addressing the non-homeless special needs population, which includes the elderly and people with disabilities, is an important aspect of DHCD's Annual Action Plan. During the past fiscal year DHCD utilized five programs to fund projects for the special needs population. These were the Home Purchase Assistance Program (HPAP), Single Family Residential Rehabilitation Program, Multi-Family Housing Construction and Rehabilitation Program, First Right Purchase Program, and the Handicapped Accessibility Improvement Program. In FY 2016, DHCD funded a total of 304 special needs housing units.

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D. Continuum of Care

HUD encourages communities to address housing and homelessness through a comprehensive, collaborative, and strategic approach that it has promoted since 1994. HUD's Continuum of Care concept facilitates this process and is designed to help communities envision, organize, and plan comprehensive and long-term solutions to address the problem of homelessness.

In 2015, the District of Columbia Interagency Council on Homelessness released a five-year strategic plan, *Homeward DC*, which aligns with the goals of the Federal Strategic Plan to Prevent and End Homelessness, *Opening Doors*. *Homeward DC* lays out a bold vision: "Together, we will end long-term homelessness in the District of Columbia. By 2020, homelessness in the District will be a rare, brief, and non-recurring experience." *Homeward DC* builds on the efforts of the past by laying out a roadmap for transforming our homeless services system into an effective crisis response system that is focused on preventing housing loss whenever possible, quickly stabilizing and safely sheltering individuals and families that do become homeless, and quickly facilitating the connection back to permanent housing and community support networks.

While the District's efforts to prevent and end homelessness involve partners across the public, private, and nonprofit sectors, the Department of Human Services (DHS) owns a significant portion of implementation responsibilities. DHS partners with the Community Partnership for the Prevention of Homelessness (the Partnership) to carry out many Continuum of Care functions under a FY 2016 management contract, which has renewal provisions based upon achievement of the contract's performance objectives and the decision of the District.

Actions Taken to Address Homeless Needs

As outlined in *Homeward DC*, the District is rightsizing its system by scaling existing program models that have proven to be effective, converting outdated programming to align with the plan, and standing up new program models where gaps currently exist. *Homeward DC* outlines strategies across five key areas:

- Develop a more effective crisis response system;
- Increase the dedicated supply of affordable and supportive housing;
- Reduce barriers to affordable and supportive housing;
- Increase the economic security of households in the system; and
- Increase homelessness prevention efforts.

The District is focused on (1) keeping as many people as possible from becoming homeless through direct prevention efforts and increasing the supply of affordable housing available throughout the community; and (2) enriching the homeless Continuum of Care at all levels with supportive services that rapidly rehouse persons with and without special needs. This refocuses the District's efforts over time from a "shelter first" to a "housing first" approach.



Actions Taken to Prevent Homelessness

The District provides homelessness prevention assistance through a number of different programs: the Emergency Rental Assistance Program (ERAP), Low-Income Home Energy Assistance Program (LIHEAP), and most recently, the Family Homelessness Prevention Program. Under the Family Homelessness Prevention Program, modeled after the Home Base Program in New York City, we are using a predictive analytics tools to target households that are at significant risk for entering the shelter system.

E. Other Actions

The District continued to support and use several methods to remove possible barriers to affordable housing such as having a dedicated source of local funding for housing production through its Housing Production Trust Fund (HPTF); improving programs and processes to make project funding more efficient; targeting investment by type of project and geographic area; using inter-agency coordination and public-private partnerships to leverage public funding; and by increasing outreach and marketing of programs and funding opportunities. Since FY 2014, the District has committed \$100 million annually toward affordable housing projects, and it plans to continue to at least through FY 2019.

DHCD funds outreach and assistance programs for tenants in buildings with expiring Section 8 and/or other federal program statuses. Tenants are provided information on purchase options under the District's First Right statute, comprehensive housing counseling and assistance for relocation, location of apartments, and for first-time homeownership.

In FY 2016, DHCD hosted and participated in a number of outreach and community participation events specifically focused on homeownership and foreclosure prevention. In June, DHCD, in partnership with the Greater Washington Urban League held the 8th Annual Housing Expo at the Washington Convention Center. The event provided residents with access to a variety of housing resources. Over 4,000 people attended the free event and took advantage of the many housing educational opportunities offered, including workshops, credit and foreclosure counseling, exhibitors, and free credit reports.

During FY 2016, DHCD allocated its funds based on the determination of priority needs identified in the Consolidated Plan and the Annual Action Plan and by the suitability of activities that are planned to meet those needs. Actions taken to address those needs are as follows:

Address Obstacles to Meeting Under-Served Needs

DHCD addressed obstacles to meeting under-served needs in the District through the following activities:

- Funded a broad range of housing counseling services with an emphasis on home ownership, transit oriented development, and preservation of existing housing placements;
- Conducted and participated in meetings with community agencies, neighborhood groups, and concerned citizens to discuss needs, available grants, the grant process, and other relevant information;
- Conducted site visits of target areas to assess/confirm needs and consider appropriate actions.
- Utilized a variety of funding sources to assist with rehabilitation of owner-occupied housing of low-income residents; and
- Provided information on housing discrimination and landlord-tenant laws to low-income families; nonprofit organizations, local realtors, and property owners.



Foster and Maintain Affordable Housing

DHCD has partnered with nonprofit and for-profit developers to preserve existing and offer new affordable housing opportunities to those residents unable to meet the current cost demands of the District's escalating real estate market. The agency offers programs that help first-time homebuyers purchase homes and assist current homeowners with home repairs. In addition, the District provides funding for housing counseling services to assist residents in moving towards home ownership and self-sufficiency. The agency also funds commercial and economic development initiatives that help revitalize our communities and provide employment opportunities to unemployed and underemployed residents. DHCD makes special needs housing, preservation of affordable units with expiring Low Income Housing Tax Credit use agreements, and retention of Section 8 rental properties a specific funding priority when issuing Requests for Proposals.

Eliminate Barriers to Affordable Housing

In FY 2016, the District took several steps to ameliorate the negative impacts of the current housing market, but realizes the fact that resources produced fewer units in an atmosphere characterized by pricing pressures.

The most important step taken by District government has been the use of the Housing Production Trust Fund (HPTF). The HPTF is a local source of money for affordable housing development that DHCD combines with other local and federal sources of funds in the competitive funding process to maximize Department support for affordable housing and community development projects. The HPTF is aimed at assisting the most vulnerable District residents. The Housing Act of 2002 requires that 80-percent of funds benefit households earning up to 50% of Area Median Income (AMI), and that 50-percent of funds disbursed each year must be used for the development of for-sale housing. In FY 2016, the HPTF budget was \$223,487,884 which includes a carry-over of HPTF funds that were not disbursed in 2015.

DHCD also uses other methods to remove possible barriers to affordable housing such as: targeting investment by type of project and geographic area in its funding processes; using inter-agency coordination and public-private partnerships to leverage public funding; and increasing outreach and marketing of programs and funding opportunities.

Evaluate and Reduce Lead-Based Paint Hazards

In June 2014 DHCD's Lead Safe Washington Program (LSW) applied for the US Department of Housing and Urban Development Office of Healthy Homes and Lead Hazard Control (OHHLHC) Lead Hazard Reduction Demonstration Grant and in December 2014 was awarded \$3,746,551 with a District match of \$983,564 to render a total of 225 units lead safe during a three year period under grant number DCLHD0268-14. Additionally, a total of 160 units would receive the healthy homes supplemental funds to address health hazards such as home related injuries and provide assistance to use integrated pest management techniques. Improve health outcomes of family health by coordinating referrals for other community resources and support available to District residents.

Current Grant Goals:

- Provide 275 free lead paint inspection/risk assessments to identify lead hazards;
- Perform lead hazard reduction interventions in 225 homes;
- Perform healthy homes assessment in 225 homes;



- Conduct 80 outreach and education events directly reaching 2,500 District residents;
- Provide job training and increased contractor capacity by providing free lead worker training to 40 District residents and train 225 property owners and tenants on lead awareness and cleaning/maintenance issues;
- Establish partnership with school in targeted communities to provide educational workshops on Lead and Healthy Homes;
- Distribute, through faith-based partner organizations, 100 free prevention kits;
- Deliver 225 Post Remediation Kits to property owners to maintain lead safety in homes and
- Establish a Lead Safe Housing Registry of available healthy and lead certified rental properties to distribute regularly to community residents who are seeking lead safer housing;

LSW's outreach efforts continue to focus on single-family and multi-family properties with children under the age of 6 and to identify properties of children with EBLs. Due to the high percentage of low- to moderate-income families in the District, multi-family apartment buildings and young children in single-family properties, our outreach target areas have been concentrated in Wards 4, 6, 7, and 8. These efforts contributed to the submission of a steady stream of new single family and multi-family applications.

The last week of October is "National Lead Awareness Week," and DHCD partners with the Department of Health and a number of community organizations to convene a kick-off for Lead Awareness Week called the "DC Lead Safe Fair: Healthy Homes-Healthy Children." The Fair offered information on lead-related health screenings, government programs and services, and businesses or organizations that provide products or services to populations most affected by the effects of lead-based paint.

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DHCD outreach efforts also included commercials played on local television and radio stations during 'National Lead Awareness Week' and participation in community events and fairs. One such event has been the yearly NBC-4 Health and Fitness Expo., which allowed DHCD staff to educate a number of parents and community members about the risks associated with elevated blood levels and the importance of testing.

Other consumer-based efforts center on community fairs, health fairs and other public events in which LSW has the opportunity to have direct contact with property owners interested in lead remediation. Our owner-based efforts occur largely through direct "cold calls" to owners of multifamily properties, of properties expected to be good candidates for grant-funded hazard reduction as well as through dissemination of written materials to real estate associations and tenant organizations. Our detailed information highlights the LSW program and the detrimental hazards of lead-based paint. Letters sent to owners and tenants of properties containing a child with an elevated blood level as reported by the DC Department of the Environment have proven to be an effective means to provide outreach and enroll properties into the program.

DHCD will also continue to hold quarterly contractor meetings to educate local contractors about lead and the grants available for lead assessment and mitigation. The LSW program will be part of the District of Columbia's Healthy Homes Partnership and Lead Advisory Committee that meet on a monthly basis.

Compliance with Program and Comprehensive Planning Requirements

To ensure compliance with program requirements, the DHCD Office of Program Monitoring ("OPM") conducts site monitoring and compliance reviews on an annually basis of all awardees of CDBG and HOME funding. The Office of Program Monitoring focuses on accountability and reviews Department records and financial practices to determine compliance with grant regulations. DHCD has made a number of changes in the policies and procedures used for compliance purposes.



For comprehensive planning purposes, DHCD staff works closely with the Office of Planning on local affordable housing issues. The Office of Planning assisted DHCD with the development of the Five-Year Consolidated Plan.

Antipoverty Strategy

By funding housing for extremely low-, very low- and low-income residents, DHCD contributes to the District's anti-poverty strategy by lifting families out of poverty and providing them with stable housing and a means to build wealth for the future. DHCD also supports other District government initiatives in reducing poverty and utilizes its federal and local funds to help residents improve their financial stability through housing and financial counseling programs conducted by a network of community-based organizations. DHCD also provides funds to CBOs to assist small businesses with technical assistance and to improve their physical appearance to retain and expand neighborhood job opportunities.

The comprehensive housing counseling services funded by DHCD provide tenants and prospective homeowners with assistance in such matters as household/home management and maintenance, improving credit, household budgeting, and foreclosure prevention all geared toward improving residents' opportunities to obtain and retain decent housing with the prospect of moving toward ownership and the development of equity. Residents of buildings with expiring Section 8 protections are provided targeted assistance in locating housing options and are introduced to the DHCD-sponsored Tenant First Right to Purchase Program to move toward ownership.

The Tenant First Right to Purchase Program provides technical assistance, seed funding, and earnest money to tenant groups to assist them in organizing so they are prepared to take advantage of their first right of refusal when their building is up for sale. This program also provides new tenant owner groups with management/technical assistance. Converted buildings are also eligible to apply to DHCD for rehabilitation funding. During FY 2016, DHCD provided 145 tenant households with these services through a technical service contract with University Legal Services.

DHCD also provides education and outreach to ensure that Fair Housing Laws are understood and that all residents are provided with information on their rights to access housing in the District of Columbia. DHCD's fair housing brochures are available in several languages. During FY 2016, DHCD reached a minimum of 600 residents with fair housing information and/or assistance. In addition, DHCD also contributes to the District's anti-poverty strategy by encouraging developers to meet Section 3 requirements.

Other agencies play a key role in the reduction of poverty. The Department of Human Services administers income support, welfare to work, and a range of programs to support families and individuals. The Community Partnership for the Prevention of Homelessness provides emergency support from ESG funds to prevent eviction. The Office on Aging provides support services to seniors and partners with DHCD in the development of senior housing.

The Department of Employment Services (DOES) provides extensive job training opportunities through its city-wide "One Stop Service Centers." The Workforce Investment Council (WIC) brings together private and public sector stakeholders to develop strategies to increase employment opportunities for DC residents and to support and assist DOES in its employment mission. The DC Public School Administration has career-oriented high schools in a number of specialized areas, including the technology and hospitality industries to facilitate students progressing from school to real jobs in the DC market.



DMPED manages the “New Communities” and “Great Streets” initiatives that address both physical and human service needs of targeted areas by combining government resources with those of private and nonprofit developers or organizations to bring long-term and comprehensive revitalization to the designated area.

New Communities is a comprehensive partnership to improve the quality of life for families and individuals living in distressed neighborhoods. DHCD administers one of the key resources for New Communities, the Housing Production Trust Fund. Great Streets is a strategy to revive the local commercial corridors bordering the new communities so that services neighborhoods need are restored along with the housing and social fabric.

These two initiatives are a new and aggressive approach to fighting poverty that includes current residents and businesses in the planning for a diverse neighborhood that attracts a mixture of incomes and household types into the revitalized neighborhoods.

Section 3

Section 3 of the Housing and Urban Development Act of 1968 requires those recipients of HUD funds (and their contractors and subcontractors), to the greatest extent feasible, provide job and other economic opportunities to low and very-low income persons (“Section 3 residents”) and Section 3 business concerns. DHCD, as a recipient of HUD funding, must ensure that all of its recipients, and the contractors they hire, provide employment opportunities to low and very-low income residents; in particular public housing residents and recipients of public assistance. Recipients of community development funds from DHCD are required to either hire Section 3 residents or subcontract with Section 3 business concerns.

DHCD has implemented a comprehensive compliance program to ensure compliance of its recipients and their contractors. DHCD reviews all housing construction, housing rehabilitation, and public construction projects for Section 3 applicability. Recipients for covered projects are required to submit a detailed plan stating their Section 3 goals and how they will comply with Section 3 prior to receiving funds. Additionally, covered recipients are required to submit plans detailing their Section 3 goals, how they notify the community of opportunities, and efforts to comply. Recipients are monitored during the life of their project for compliance; monitoring includes site visits, reviews of documents, and quarterly reporting.

Education has been a priority in furthering Section 3 hiring in the District. DHCD has hosted annual mandatory trainings on Section 3 policy and procedure for recipients and their contractors. General contractors, local businesses, community groups, YouthBuild organizations, and representatives from the DCHA are regularly in attendance. This training is designed to educate stakeholders on the Section 3 program and opportunities that are available. DHCD continues to work and share information with DCHA and disseminates DCHA contracting opportunities on a regular basis.

DHCD also has created the Section 3 Business Concern certification. The certification was implemented in 2009 and designed to facilitate compliance with Section 3 among DHCD recipients and their contractors. The certification is an application process that requires any business wishing to receive the preferences available to businesses under 24 CFR § 135.36 to submit an application based upon factors defined in the regulations. The certification of Section 3 business concerns limits the opportunity for recipients and



their subcontractors to assert that bona fide Section 3 businesses are not available for contracting opportunities. DHCD continues to certify new Section 3 businesses and recertifies existing Section 3 businesses and regularly shares information regarding training and business opportunities.

DHCD will submit all Section 3 information required under 24 CFR § 135.90 to HUD Headquarters in order to assist in meeting reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. The data will indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs toward low- and very low-income persons, particularly those who are recipients of government assistance for housing.

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F. Leveraging Resources

The District's housing and community development programs require, whenever possible, the maximum use of private financial resources. The Department strives to be a gap financier of financing for its selected projects, thus the private sector provides the bulk of each project's funds with DHCD funds closing the gap between private funds and the development cost of the project. Banks and other financial institutions serve as the private financing sources of all housing production, rehabilitation, or capital improvements and ongoing operations.

Many banks have special community lending operations called Community Development Financial Institutions (CDFI), partly in response to the provisions of the Community Reinvestment Act, which encourage local lenders to invest in affordable housing and other community support projects. Several local banks have been active in supporting nonprofit affordable housing development. The District's public dollars leverage these private funds.

DHCD also works in tandem with nonprofit and quasi-governmental development organizations to leverage funds for affordable housing and economic opportunity. In addition, the District government and nonprofit developers have actively sought to capture foundation grants. Many nonprofit organizations seek foundation funding to provide social support services, especially to special needs populations.

Matching Funds

Three HUD programs require matching funds: HOME, ESG, and Lead Safe Washington. The Lead Safe Washington local match requirement for the Lead-Based Paint grants was \$1.275 million, which came from the Housing Production Trust Fund (HPTF).

Under 24 CFR § 92.218 *et. seq.*, the District must provide a matching contribution of local funds to HOME-funded or other affordable housing projects as a condition of using HOME monies. In FY 2016, DHCD contributed \$23,080,143 toward the HOME match. DHCD met its HOME match obligation through local contributions from HPTF and the Unified Fund. Eighty percent of all HPTF monies must benefit households earning up to a true 50 percent of the area median income, which is below the HOME income eligibility maximum; moreover, HPTF-assisted rental projects must be affordable for 40 years, which exceeds the HOME affordability period requirement. As DHCD incurs HOME and Lead match-eligible expenses, it ensures that adequate funding is provided for the matching contribution.

In addition to its federal ESG funds, the District provided local match dollars to support outreach and prevention services; support shelter operations and fund renovation of shelter space. The District provided assistance for the homeless through community-based organizations, faith-based organizations and other nonprofit service providers. The FY 2016 local match for ESG was \$1.2M in local dollars.



G. Citizen Participation and Comment

To ensure citizen participation in the District of Columbia's FY 2016 CAPER process, DHCD will follow the DHCD's approved Citizen Participation Plan. The CAPER public hearing will be held within a 30 day period prior to submission to HUD where citizens, community partners, and other interested stakeholders can provide testimony on the performance of DHCD. Information on the public hearing and public review period will be developed and delivered to neighborhood associations, Advisory Neighborhood Commissioners, local nonprofits, churches, civic associations, District staff, city Council, and interested residents. Notice of the hearing will be published on the DHCD website and in the DC Register at a minimum of two weeks prior to the date of the hearing. The CAPER will be made available for a 30-day review and comment period in accordance with HUD guidelines and the Citizen Participation Plan. The plan will be available for review two weeks prior to the public hearing.

The purpose of the public hearing will be to provide residents with an update on the implementation of the current CDBG, HOME, HOPWA and ESG activities and offer the CAPER for public review and comment.

DHCD will take the following actions to make the Notice of Public Review available and to invite public comment on the CAPER for FY 2016:

- Direct mailings—Office of the Mayor, City Administrator and Deputy Mayor for Planning and Economic Development; the Council of the District of Columbia; Advisory Neighborhood Commissioners (ANC); ANC Chair offices; Community Development Corporations and Community-Based organizations; Special Needs Housing Organizations; Nonprofit Housing Groups; Latino, African, Asian and Pacific Islander Community Organizations and groups; and residents.
- Email distributions—DHCD staff, DHCD's housing partners, community leaders and neighborhood-based list serves.
- Website—the draft CAPER was posted on DHCD's website for review.
- Media—Notice of 15-day Public Review will be provided to diverse media outlets via paid advertising and press release distribution.

H. Self-Evaluation

DHCD responds to questions concerning the self-evaluation of the District's overall performance in implementing the Five Year Consolidated Plan and, in particular, its performance during FY 2016:

1. Are activities and strategies having an impact on identified needs?

Yes. The District, through its neighborhood-based activity programs, strategically invests funds through housing development and community-based nonprofit organizations to support the enhancement of economic opportunities, affordable housing preservation, and development for the benefit of the District's low-to-moderate income residents. The District funds an array of activities that are tailored to meet/satisfy the needs of each service community only limited by the capacity of the nonprofit organization that serves that particular community. Additionally, the Department conducts a number of public outreach activities and continues to place emphasis on educating DHCD stakeholders about the good things the Department does and the programs and opportunities available to them. The Department continues to work with community partners and other District government agencies to continually identify needs and develop pro-active solutions to meet those needs.



DHCD also works closely with the DC Housing Authority and the DC Housing Finance Agency to maximize dollars available for housing opportunities for extremely low to moderate income residents of the District. A representative of DHCD attends the meetings of the Metropolitan Washington Council of Governments (COG) Committee of Housing Directors to participate in information sharing and initiatives of the Committee.

In FY 2016, the Director of DHCD sat on the Interagency Council on Homelessness (ICH) as a government agency representative and was co-chair of the ICH Permanent Supportive Housing Solutions Committee, which meets on a monthly basis. The ICH is comprised of both government and community leaders working together to find creative and cost effective solutions to alleviate homelessness in the District. In 2015, the ICH released Homeward DC, a strategic plan that lays out the action steps to make homelessness rare and brief. The FY 2016 funding availability announcement incorporated the strategic plan's priorities into its request for proposals by limiting new construction projects to households who earn less than 50-percent of the area median income, with a special emphasis and priority on projects that create Permanent Supportive Housing for individuals who were formerly homeless or at imminent risk of becoming homeless.

Combined, all of these activities and programs have made a positive impact on previously identified needs while improving DHCD's stakeholder relationships and creating a more collaborative environment going forward.

2. What indicators would best describe overall results?

During FY 2016, the District effectively utilized a comprehensive set of key performance indicators (KPIs) to track the progress of a wide range of activities in each division within DHCD. Several of these measurements include activities and services that are linked directly to the Consolidated Plan. In all, there are 72 KPI's that measure our performance and efficiency. There are 9 workload measures that measure the amount of work coming to the agency—for example, the number of financial applications in a given year, the number of HPAP applications, and the number of loans in our portfolio.

The number of affordable housing units funded is a critical measure that indicates the revitalization of our neighborhoods and how the need for affordable rental and ownership housing for low- and moderate-income households is being addressed. The Development Finance Division also tracks the number of affordable housing units created per \$100,000 of subsidy provided, which is an International City/County Management Association (ICMA) industry standard metric for jurisdictions with greater than 100,000 residents.

3. Are major goals on target?

Yes, DHCD made a tremendous amount of progress in meeting the priorities set forth in the Consolidated Plan and has significantly increased the supply of affordable housing, expanded homeownership opportunities, and contributed to economic and community revitalization.

In FY 2016, DHCD increased the supply of affordable housing by 1,128 units through funds provided for multi-family rehabilitation and/or for pre-development loans for new multi-family and single-family construction projects. (This number is above the FY 2016 goal and with Mayor Muriel Bowser's commitment of \$100 million annually towards the production of affordable housing over the next several fiscal years it is expected to increase). DHCD will continue to increase the number of affordable housing units in the District to meet and hopefully surpass the goals set forth in the FY 2016-2020 Consolidated Plan.



The District maintains goals and targets for the priority needs of the communities it serves. Progress continues to meet newly established goals: creation of new affordable housing, preservation of existing affordable housing, expansion of homeownership opportunities and meeting the needs of the homeless and those at-risk of becoming homeless. In FY 2016, the District's annual allocation of CDBG and HOME grants were supplemented by funding from competitive federal grants, as well as the local Housing Production Trust Fund and local operating funds. Efforts to house special needs populations, such as the elderly and people with physical and intellectual disabilities, continue to improve through close partnerships with other District agencies.

4. What barriers may have a negative impact on fulfilling strategies and achieving the overall vision?

The number one barrier that prevents DHCD from fulfilling the strategic housing objectives set forth by the District government is scarcity of resources. Even after leveraging the District's annual federal entitlement funding of approximately \$38 million with over \$100 million in local HPTF dollars, the District's affordable housing and neighborhood economic and community revitalization needs continue to outpace resources.

The high cost of housing in the District of Columbia continues to be a barrier for both home-owners and renters as the median home sales price for the District in June 2016 was \$560,000. For renters, the District has fourth most expensive rental market in the United States, according to real estate research firm Trulia, with the average cost of rent for a two-bedroom apartment is \$2,699 per month.

5. Based on this evaluation, what adjustments or improvements to strategies and activities might meet the identified needs more effectively?

In 2014, then-Mayor Vincent Gray announced that \$100 million would be set aside for affordable housing in the District with a long term goal of creating 10,000 units of affordable housing by the year 2020. In 2015, Mayor Muriel Bowser announced that she would continue to push for more affordable housing in the District and has gotten approval to continue to set aside \$100 million annually for affordable housing units in the District. These funds will be utilized to address some of the most pressing affordable housing needs in the District.

While the District suffers from some of the highest housing prices in the nation, the rising real estate market does benefit the local Housing Production Trust Fund, which produces affordable housing units with funding mainly from the deed transfer and recordation taxes the city collects on real estate transaction. As residential and commercial real estate development in the District remains strong, the HPTF will benefit from this strength. Statutorily 40-percent of HPTF funds are required to fund housing for residents under 30-percent of Area Median Income, while another 40-percent is required for those under 50-percent AMI.

DHCD has worked with experts in all areas of affordable housing to review DHCD policies and procedures, recommend changes, and assist in the implementation of those changes to create more effective programs, compliance, and monitoring internally and externally. Through these process improvements DHCD continues to implement industry best practices in many areas to effectively meet the needs of the District residents.



I. Monitoring and Compliance

During FY 2016, the Office of Program Monitoring (OPM) issued monitoring reports that included specific findings and recommendations to be addressed.

OPM continued to track and monitor DHCD and sub-recipient corrective actions for reports issued by OPM and by external agencies such as HUD, the DC Office of the Inspector General, and respective A-133 auditors. Several findings/recommendations were closed due to the division's tracking and follow-up. The Office of Program Monitoring also regularly monitors the Integrated Disbursement Information System (IDIS) for CDBG, HOME, HOPWA, and ESG commitment and spending requirements. The division has developed a new monitoring process to ensure compliance with the federal regulations in using federal funding resources.

In FY 2016, OPM continued to review and update DHCD's Administrative Instructions (AI), which are the policies and procedures that outline how each department within DHCD is to function. While ongoing, this process has identified areas where no AIs have existed before and led to the update of AIs that have not been updated in a number of years, allowing for the introduction of best practices and increased efficiency.

Community Housing Development Organizations (CHDOs)

During FY 2016, DHCD certified three CHDOs in accordance with the CHDO definition stated in 24 CFR 92.2. The Department also requires that all CHDOs recertify their compliance with that definition prior to issuing CHDO funds to them. To maximize the use of CHDO funds, the Office of Program Monitoring monitors the CHDO reservation requirement in IDIS on an ongoing basis, and DHCD both advertises technical assistance opportunities to the CHDOs and solicits CHDO participation from nonprofit organizations.

Community-Based Organizations (CBOs)

DHCD monitors the CBOs up to three times a year. Monitoring the CBOs is a three-fold process involving Neighborhood Base Activity Program (NBAP), Office of Program Monitoring (OPM) and Office of Chief Financial Office (OCFO) performing scope (program, compliance and finance) specific monitoring visits throughout the grant year.

Our on-site monitoring review is focused on the following areas of program administration and regulatory compliance:

- Program performance review (national objective, eligible activities, contract objectives, scope of work, contract schedule, contract budget);
- General management practices (procurement practices, conflict of interest);
- Financial management practices (accounting system, internal controls);
- Recordkeeping/reporting practices;
- Anti-discrimination compliance; and
- Activity-specific monitoring.



Status of Grant Programs

Most services and activities are conducted within the planned time frame of one to two years. All CDBG, HOME, HOPWA and ESG funded activities are managed and completed well within established schedules, except for the activities that have been delayed due to changed circumstances, service areas or populations. DHCD has implemented a policy that projects must be ready for funding within three months of the application date.

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J. CDBG Program and Use of Funds

During FY 2016, Community Development Block Grant (CDBG) activities were conducted in accordance with the priority goals and objectives identified in the Consolidated Plan. DHCD's total CDBG program allocation for FY 2016 was \$13,735,515. Funds have been distributed among homeownership, housing rehabilitation assistance, affordable housing/real estate development, neighborhood investment, economic and commercial development, and administration costs.

As stated in statutory requirements, DHCD may not spend more than 15-percent of the allocated grant amount on public services and no more than 20-percent on administrative costs, irrespective of actual expenditures during the program year.

In addition to the entitlement allocation, \$8,812,059 was generated in program income through DHCD programs. In terms of actual expenditures versus the budgeted amount during FY 2016, DHCD spent \$22,777,956 of CDBG funds. The actual expenditure amounts as well as budgeted amounts are listed below.

Table 3: FY 2016 CDBG Program Budget

Table 4: FY 2016 CDBG Program Budget		
	Budget	Total
1. Homeownership and Home Rehabilitation Assistance		
a. Home Purchase Assistance Program (HPAP)	\$ 5,166,498	\$ 4,223,154
b. Residential Rehabilitation Programs	\$ 350,000	\$ 0
Subtotal	\$ 5,515,498	\$ 4,223,154
2. Affordable Housing/Real Estate Development		
a. Property Acquisition and Disposition	\$ 6,178,218.32	\$ 3,149,881.05
b. Development Finance Division Project Funding	\$ 18,939,121	\$ 8,665,097
c. Tenant Purchase Technical Assistance	\$ 0	\$ 0
Subtotal	\$ 25,117,339	\$ 11,814,978
3. Neighborhood Investment		
a. Small Business and Crime Prevention	3,650,378	1,850,477
b. Storefront Façade Development	\$ 1,600,000	\$ 231,369
c. Housing Counseling	5,837,348	4,657,975
Subtotal	\$ 11,087,726	\$ 7,118,304
4. Agency Management and Financial Operations	\$ 1,885,447	\$ 810,639
5. Program Monitoring and Compliance/Portfolio Mgt.	\$ 3,933,649	\$ 2,116,450
Total CDBG Program	\$ 41,720,564	\$ 22,777,956

DHCD has developed a work out plan to expend the CDBG funds and have submitted a CDBG written workout plan to the Department of Housing and Community Development (HUD) and it was approved to meet the CDBG spending by November 30, 2016.

CDBG future housing activities and activities undertaken by the DHCD addressed the following Consolidated Plan goals: encouraging revitalization of low-income neighborhoods, housing repairs for elderly persons, and support services to low-income elderly and disabled persons. DHCD's CDBG housing activities for FY 2016 were:



-
- Multi-family rehabilitation;
 - Tenant purchase;
 - Home purchase assistance;
 - Single family rehabilitation; and
 - Housing for people with special needs.

DHCD will continue the above activities in FY 2017.

Public service activities were focused on the needs of the District's very low to moderate-income residents by assisting with high priority needs. These included, but were not limited to, housing counseling services, neighborhood services, and support for tenants. Other needs listed in the Consolidated Plan and accomplished over the past program year were employment training, small business technical assistance, and façade improvement.

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K. HOME Program and Use of Funds

DHCD's HOME Program for FY 2016 was designed to address both rental housing activities as well as owner-occupied housing activities, which deal with the Consolidated Plan's housing goals of increasing the availability of affordable rental units targeted to extremely low-, very low-, low-income and moderate families and to encourage revitalization of low-income neighborhoods through housing rehabilitation.

HOME activities implemented in FY 2016, which adhere to the Consolidated Plan goals, were:

- Multifamily development, including rehabilitation;
- Single family rehabilitation
- Program Monitoring and Compliance and
- Agency Management

In FY 2016, DHCD was allocated \$3,730,426 in HOME funds through HUD while \$1,467,249 was generated in program income. In terms of actual expenditures versus the budgeted amount during FY 2016, DHCD expended a total of \$9,909,419 of HOME funds for eligible activities according to Regulation 24 CFR Part 92. The actual expenditure amounts as well as budgeted amounts are listed below.

Table 5: FY 2016 HOME Program Budget

Table 4: FY 2016 HOME Program Budget		
	Budget	Total Expenditures
1. Homeownership and Home Rehab Assistance		
a. Home Purchase Assistance Program	\$ 0	\$ 0
b. Residential Rehabilitation Programs	\$ 0	\$ 0
Subtotal	\$ 0	\$ 0
2. Affordable Housing/Real Estate Development		
a. DFD Project Financing	\$ 18,580,809	\$ 9,462,060
b. Community Housing Development Organization Reserve	\$ 0	\$ 0
Subtotal	\$ 18,580,809	\$ 9,462,060
3. Neighborhood Investment		
a. CHDO Operating Grants	\$ 0	\$ 0
Subtotal	\$ 0	\$ 0
4. Agency Management and Financial Operations	\$ 747,275	\$ 400,092
5. Program Monitoring and Compliance/Portfolio Mgt.	\$ 1,325,225	\$ 47,267
Total HOME Program	\$ 20,653,310	\$ 9,909,418



HOME Match Requirement

Under 24 CFR § 92.218 *et. seq.*, the District must provide a matching contribution of local funds to HOME-funded or other affordable housing projects as a condition of using HOME funds, which was done by using the Housing Production Trust Fund. The District spent over \$23 million on affordable housing projects that met the HOME Match program requirement for affordable housing.

HOME MBE and WBE Report

Submission of each annual CAPER must also include Part III of HUD Form 4107, otherwise known as the HOME Annual Performance Report. Specifically, this report is used to report on the contracting and subcontracting opportunities with minority business enterprises (MBE) and women business enterprises (WBE) for any HOME projects completed during FY 2016. While there are no statutory requirements for contracting with a MBE or WBE, HUD uses this report to determine the outreach efforts of the agency to MBEs and WBEs. (See HUD Form 410, Appendix F)

In terms of affirmative marketing, DHCD has established measures relevant to the MBE/WBE regulations to guarantee compliance with the affirmative marketing guidelines, including providing prospective funding recipients and all other affected stakeholders, i.e., developers, nonprofits, the general public and tenants, with information on such fair housing requirements. The grantees are informed of their responsibility to make good faith efforts to provide information and otherwise attract eligible persons from racial, ethnic, familial composition, and gender groups in the District to occupy the available housing units who otherwise would not be aware of such programs or projects. The following are some actions mandated to assure affirmative marketing:

- All housing related programs and projects must display the “Equal Housing Opportunity” logo/slogan or statement in any advertising or solicitation for tenants or participants.
- Management companies of multifamily funded projects must display the fair housing posters wherever applications are accepted.
- Inform and solicit applications for vacant units for persons in the housing market who are least likely to apply for housing unless special outreach is completed.
- Inform targeted community agencies of the availability of units in order to reach the ethnically/racially/linguistically isolated community.
- Accept referrals from the DC Housing Authority that match the affirmative marketing requisites.
- Obtain information about apartment buildings occupied by community organizations and churches whose members are non-minority and are located in the various neighborhoods in which the program operates.

DHCD also continues to ensure that all its public documents have the District’s Non-Discrimination clause as mandated by the Mayor’s Executive Order 11246 and the implementing regulations at 41 CFR Chapter 60. This clause provides that:

In accordance with the DC Human Rights Act of 1977, as amended, DC Official Code § 2-1401.01 *et seq.*, (“Act”) the District of Columbia does not discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity or expression, familial status, family responsibilities, matriculation, political affiliation, genetic information, disability, source of income, status as a victim of an intra-family offense, or place of residence or business. Sexual harassment is a form of sex discrimination which is prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.



L. ESG Program and Use of Funds

As a right to shelter jurisdiction, the District currently invests approximately \$139M in local dollars in Continuum of Care services. The Emergency Solutions Grant supports the District's Continuum of Care programming and the related objectives of the Consolidated Plan. Although the ESG resources are small in scale relative to local investments, they are an important catalyst in our systems change efforts as they provide us with a solid, evidence-based framework for how we invest local resources.

Particularly in a right to shelter jurisdiction, rapid rehousing has become an extremely important tool to help exit families from shelter quickly back into permanent housing. Because of the high cost nature of the District's housing market, however, there has been significant push back on the utility of time-limited subsidies.

Distribution of Funds by Goals

The FY 2016 ESG funds will go to The Community Partnership for the Prevention of Homelessness (TCP or "Partnership") funded the following activities per its FY 2016 spending plan:

1. Rapid Rehousing:

Goal: Grants will be made to eligible recipients through current neighborhood based Rapid Rehousing Providers (also called Family Re-stabilization Service Providers (FRSP))

Sponsor: The Community Partnership for the Prevention of Homelessness

Funding Source: ESG

Budget Amount: \$1,151,884

Total Expenditure: This is a two (2) year grant and we are still incurring expenditures at this time

Anticipated Outcome: Approximately 100 families

2. Staff, Operating, and Administration:

GOAL: Funds in the amount of \$93,396 will be included in the spending plan to cover a portion of administrative costs for TCP staff involved in the ESG program and for fiscal monitoring of ESG-funded activities.

Sponsor: The Community Partnership for the Prevention of Homelessness

Funding Source: ESG

Budget Amount: \$93,396

Total Expenditure: \$0

Anticipated Outcome Measure: N/A

Actual Outcome Measure: N/A



ESG Matching Funds

As a metropolitan city, the District matches the ESG in equal amount from local funds. The locally matched funds are used for the Emergency Rental Assistance Program (ERAP) one of the District's locally funded emergency housing programs for families and individuals who are experiencing homelessness. ERAP is designed to assist District residents who are facing housing crises by providing emergency rental assistance to eligible low income families, elderly individuals aged 60 or older, disabled adults, and adults who are non-elderly, non-disabled, and without minor children in their care who qualify for emergency rental assistance under Title 29, Chapter 75 of the District of Columbia Municipal Regulations.

Method of Distribution

In FY 2016, DHS worked through the Partnership and its sub-grantees to carry out the intent of the ESG program and will continue in FY 2017.

TCP utilizes three categories of procurement to establish or expand services from District and federal funding sources.

1. Open Competition is the most frequently used method. The Partnership issues Requests for Proposal (RFPs) for desired services. The RFPs define in detail the services required. Draft RFPs are reviewed in a public conference prior to the issuance of a final RFP in order to insure maximum understanding and participation by potential providers. The Partnership accepts competitive applications from any interested organization. Applications submitted in response to RFPs are evaluated and ranked, according to the ranking criteria outlined in the RFP, by panels of three to five persons consisting of Partnership Board members and outside reviewers who have been determined to have no personal or financial interest in the provision of services under the various programs to be funded. The review panel makes recommended selection of awardees to the Partnership's Executive Director who, in consultation with the Board, is responsible for determining which proposals shall be funded.
2. Limited Competition is used to competitively bid within a limited pool of qualified providers. The basic criteria for inclusion in such procurement include long standing and unique experience, capacity to implement a special project for a limited period of time, and/or capacity to provide a unique and specialized service under extenuating circumstances.
3. Sole Source Contracts are used primarily for interim contracts for projects that may be subject to an open competition at a later date; collaborative agreements with substantively qualified agencies that can advance a particular initiative; or personal services and consultant contracts to achieve limited objectives.



Appendix A: DFD FY 2016 CDBG and HOME Funded Activities

Project: N Street Village Project Type/Description: Substantial Rehabilitation Address: 1333 N Street NW, Washington, DC Sponsor: Anticipated Outcome: 95 affordable units Actual Outcome: Under construction with 44 – single room occupancy (“SRO”) units @ 30% AMI and 51 units @ 60% AMI	Beneficiaries: Total Development Cost: \$3,012,516 Federal Budget Funding: \$2,483,222 Total Federal Expenditure: \$764,211 Funding Source: CDBG IDIS Number: 2267
Project: Department of Transportation (DDOT) Project Type/Description: Infrastructure Address: Areas in Ward 8 in Washington, DC Sponsor: DHCD/DDOT Anticipated Outcome: 0 affordable units Actual Outcome: Improved infrastructure Beneficiaries: low to moderate area median income persons	Total Development Cost: \$6,407,212 Federal Budget Funding: \$6,407,212 Total Federal Expenditure: \$2,410,880 Funding Source: CDBG IDIS Number: 2274
Project: Department of Public Works (DPW) Cleanup Project Project Type/Description: Neighborhood Cleanup Address: Areas in Ward 8 in Washington DC Sponsor: DHCD/DPW Anticipated Outcome: 0 affordable units Actual Outcome: healthier, safer and cleaner neighborhoods Beneficiaries: low to moderate area median income persons	Total Development Cost: \$2,579,350 Federal Budget Funding: \$2,579,350 Total Federal Expenditure: \$1,791,650 Funding Source: CDBG IDIS Number: 2274



Project: Holy Comforter St. Cyprian Community Action Group

Project Type/Description: Community Facility

Address: 124 15th Street, SE, Washington, DC

Sponsor:

Anticipated Outcome: Community Facility

Actual Outcome: Under Construction

Beneficiaries: households low to moderate area median income

Total Development Cost: \$7,554,949

2016 Federal Budget Funding: \$954,949

Total Federal Expenditure: \$7,444,944

Funding Source: CDBG

IDIS Number: 1405

Project: Girard Street Community Partners

Project Type/Description: New construction

Address: 1545 Girard Street NE, 20018

Sponsors: The Aroli Group, LLC; Dantes Partners

Anticipated Outcome: 25 affordable units

Actual Outcome: New Construction

Beneficiaries: 25 households at 30%AMI

Total Development Cost: \$1,188,066

Federal Budget Funding: \$323,028

Total Federal Expenditure: \$323,028

Funding Source: HOME

IDIS Number: 1317

Project: Bowen Place

Project Type/Description: New construction

Address: 2620 Bowen Road SE, 20020

Sponsor: Bowen Road Development Company Partners, LLC

Anticipated Outcome: 41 affordable units

Actual Outcome: Under Construction

Beneficiaries: 41 households at 60%AMI

Total Development Cost: \$4,922,540

Federal Budget Funding: \$4,380,685

Total Federal Expenditure: \$2,190,362

Funding Source: HOME

IDIS Number: 1316



Project: Good Hope Road Stabilization Project Type/Description: 4 Blighted Commercial Units Address: Good Hope Road in SE, Washington, DC Sponsor: DHCD Anticipated Outcome: To stabilize the abandon buildings Actual Outcome: Provide safety and prepared to be developed Beneficiaries: low to moderate income area	Total Development Cost: \$ 924,040 Federal Budget Funding: \$924,040, Total Federal Expenditure: \$ 33,012 Funding Source: CDBG IDIS Number: 2328
Project: 1648 U Street SE Project Type/Description: Infrastructure of the building structural integrity Address: 1648 U Street SE Sponsor: DHCD Anticipated Outcome: n/a Actual Outcome: Completed Beneficiaries: low to moderate income persons	Total Development Cost: \$ 50,000 Federal Budget Funding: \$ 50,000 Total Federal Expenditure: \$ 8,509 Funding Source: CDBG IDIS Number: 2329
Project: Amber Overlook Project Type/Description: Infrastructure Study of 4 vacant properties Address: Marshall Heights in SE, Washington, DC Sponsor: DHCD Anticipated Outcome: 0 affordable units Actual Outcome: stabilizing the properties Beneficiaries: low to moderate income persons	Total Development Cost: \$4,000,000 DHCD Budget Funding: \$4,000,000 Total Federal Expenditure: \$3,252,888.31 Funding Source: CDBG IDIS Number: 2127
Project: Housing Counseling Services Project Type/Description: Housing Counseling to renters and current/perspective homebuyers Address: Counseling agencies in DC that have a contract with DHCD Anticipated Outcome: Persons to maintain their housing situations in Washington, DC Actual Outcome: Completed Beneficiaries: low to moderate income persons	Total Cost: \$4,626,500 Federal Budget Funding: \$4,626,500 Total Federal Expenditure: \$4,556,718 Funding Source: CDBG IDIS Numbers: 2252,2264,2259,2273,2261,2245,2341,2254 2258,2256,2251,2241,2272



Project: HOME Purchase Assistance Program (HPAP) Project Type/Description: Financial Assistance to the low to very low income first time homebuyers Address: City-Wide, Washington, DC Anticipated Outcome: Actual Outcome: Increase the number of homeowners in the Washington, DC area who are of low income	Total Cost: \$5,000,000 Federal Budget Funding: \$5,000,000 Total Federal Expenditure: \$4,468,312 Funding Source: CDBG IDIS number: 2263
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Project: Small Business and Technical Assistance Project Type/Description: Provide counseling and financial assistance to small businesses Address: City-Wide, Washington, DC Anticipated Outcome: Improve local small businesses that serve the low to moderate income persons Actual Outcome:	Total Cost: \$2,500,187 Federal Budget Funding: \$2,500,187 Total Federal Expenditure: \$2,278,067 Funding Source: CDBG IDIS numbers: 2239, 2240, 2243, 2257, 2268, 2242, 2255, 2253, 2244, 2330, 2262
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Project: Façade Improvement Project Type/Description: Financial assistance to improve and repair the small businesses buildings Address: City-Wide, Washington, DC Anticipated Outcome: Safe and Attractive buildings to help stabilize communities Actual Outcome: Small businesses grow and are better to serve the low to moderate income persons	Total Cost: \$3,060,824 Federal Budget Funding: \$3,060,824 Total Federal Expenditure: \$1,327,512 Funding Source: CDBG IDIS numbers: 2266, 2151, 2231, 2214, 2320
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Appendix B: Residential & Community Services FY2016 Funded Activities

Neighborhood Based Activities Program

Housing Services – CDBG

1. Housing Counseling Services
2410 17th Street, NW
DHCD Budget Funding - \$1,386,735
(\$832,041 – IDIS 2259)
(\$554,694 – IDIS 2273)
Total Expenditure - \$1,386,735
Outputs:
 - 260 HPAP/EHAP applications submitted
 - 2021 families were prepared to purchase a home in the future through pre-purchase counseling and training
 - 53 families purchased a home
 - 318 clients receive follow-up services, counseling and problem resolutions.
 - 15 single family LSW/SFRRP applications submitted to DHCD for consideration
 - 151 clients counseled in PADD/Homestead requirements
 - 975 residents attended foreclosure prevention clinics
 - 1723 clients received money/credit counseling or training
 - 56 rental buildings received T/A for First Right Purchase
 - 1230 clients received counseling for IZ/ADU
 - 37 rental buildings received tenant counseling services
 2. Lydia's House (IDIS # 2254)
3939 South Capitol Street, SW
DHCD Budget Funding - \$389,410
Total Expenditure – \$389,410
Outputs:
 - Homeownership Counseling provided to 1280 individuals
 - Foreclosure prevention provided to 19 households
 - General credit counseling provided to 2238 households
 - Processed 127 HPAP Applications
 - 56 applications processed for LSW
-



Appendix B: Residential & Community Services FY2016 Funded Activities

3. Marshall Heights Community Development Organization, Inc.
(IDIS # 2256) 3939 Benning Road,
NE
DHCD Budget Funding - \$65,000
Total Expenditure – \$61,517.46
Outputs:
 - Completed 2 Inclusionary Zoning Applications
 - Completed 1 certifications for the ADU program
 - Referred 0 residents to HPAP or Single Family Rehab program
 - Provided foreclosure counseling to 32 households

4. University Legal Services (IDIS #2241)
220 I St. NE
DHCD Budget Funding - \$870,000
Total Expenditure - \$870,000
Outputs:
 - Total of 1519 clients Home Management services
 - Provided 1031 clients for direct Homebuyer training (HPAP/EAHP)
 - Provided Single Family rehab counseling to 264 clients
 - Provided foreclosure counseling to 119 clients
 - Processed 20 LSW applications
 - 3115 Homebuyer workshops
 - Submitted 25 Single Family Rehab applications
 - Provided 199 residents with credit counseling
 - Outreach & marketing to 14,844 residents
 - Inclusionary Zoning/ADU 490

University Legal Services (IDIS #2272)
220 I St. NE
DHCD Budget Funding - \$580,000
Total Expenditure - \$560,192.51

- Outputs:
- Total of 1013 clients Home Management services
 - Provided 687 clients for direct Homebuyer training (HPAP/EAHP)
 - Provided Single Family rehab counseling to 176 clients
 - Provided foreclosure counseling to 119 clients
 - Processed 17 LSW applications
 - 76 Homebuyer workshops
 - Submitted 17 Single Family Rehab applications
 - Provided 133 residents with credit counseling
 - Outreach & marketing to 9896 residents
 - Inclusionary Zoning/ADU 328



Appendix B: Residential & Community Services FY2016 Funded Activities

5. Latino Economic Development Corporation (IDIS # 2245)

641 S' Street, NW

DHCD Budget Funding - \$229,353.13

Total Expenditure - \$229,353.13

Outputs:

- Provided homeownership counseling to 109 potential applicants
- 280 people attended FTHB workshops (Orientation class/8 hour training)
- Submitted 39 HPAP applications
- 21 families first time home owners
- 178 individuals participated in Inclusionary Zoning Orientation classes
- 3 clients received non-delinquent post-counseling services
- 8 existing homeowners received Foreclosure Prevention Counseling
- 122 clients received money-credit counseling or training
- 85 people attended Financial Capability Workshop
- 750 (unduplicated) clients received TOPA counseling
- 291 (unduplicated) tenants counseled on rent control

6. Latino Economic Development Corporation (IDIS

2341) 641 S' Street, NW

DHCD Budget Funding –

\$375,321.87

Total Expenditure - \$324,105.10

Outputs:

- Provided homeownership counseling to 123 potential applicants
- 315 people attended FTHB workshops (Orientation class/8 hour training)
- Submitted 43 HPAP applications
- 20 families first time home owners
- 201 individuals participated in Inclusionary Zoning Orientation classes
- 5 clients received non-delinquent post-counseling services
- 7 existing homeowners received Foreclosure Prevention Counseling
- 136 clients received money-credit counseling or training
- 96 people attended Financial Capability Workshop
- 1,001 (unduplicated) clients received TOPA counseling
- 329 (unduplicated) tenants counseled on rent control

7. Manna, Inc. (IDIS # 2135

828 Evarts Street, NE

DHCD Budget Funding - \$120,000

Total Expenditure - \$119,998.51



Appendix B: Residential & Community Services FY2016 Funded Activities

Outputs:

- 23 households purchased
- 142 households were credit worthy
- 73 prepared to be mortgage ready
- 128 credit worthy households
- 11 Bootcamp meetings for 102 attendees
- 9 Fast Lane meetings with 169 attendees
- 9 Ward 8 meetings with 95 attendees
- 136 households joined Homebuyer Club

8. Legal Clinic for the Elderly - AARP (IDIS # 2252)

601 E Street , NW

DHCD Budget Funding - \$250,000

Total Expenditure – \$249,864.69

Outputs:

- Foreclosure prevention provided to 503 senior households
- General credit counseling provided to 0 households
- 114 senior households received TOPA counseling
- 309 senior households received counseling on rent control
- Referral services provided to 99 senior households

9. Central American Resource Center—CARECEN (IDIS# 2204)

1460 Columbia Rd., NW, #C1

DHCD Budget Funding - \$140,000

Total Expenditure - \$139,399

Outputs:

- Provided general credit counseling to 148 households
- Foreclosure prevention counseling provided to 32 households
- General home management counseling provided to 81 households
- Counseled 162 clients and provided technical assistance to 5 tenant groups regarding TOPA rights
- Provided counseling and technical assistance for 249 tenants and 9 tenant groups regarding rent control

10. MiCasa (IDIS#2251)

6230 3rd Street, NW

DHCD Budget Funding - \$80,000

Total Expenditure - \$79,999.82

Outputs:

- 143 capacity building meetings/workshops
 - 100 participants through Co-op Academy
 - Stabilize 80 units in Ward 4
 - Maintained 130 units
 - Assisted in acquisition of 3 rental buildings
-



Appendix B: Residential & Community Services FY2016 Funded Activities

11. Greater Washington Urban League (IDIS#2211)
2901 14th Street, NW
DHCD Budget Funding - \$150,000
Total Expenditure - \$149,868
Outputs:
 - 111 households received IZ counseling
 - 516 households received general credit counseling
 - 24 households completed foreclosure counseling

Commercial District and Small Business Technical Assistance

1. Deanwood Heights main Streets (IDIS #2266)
4645 Nannie H. Burroughs Road, SE
DHCD Budget Funding - \$40,000
Total Expenditure - \$39,321.49
Outputs:
 - Expanded data collection survey for Ward 7 small businesses
 - Retouched 100 small businesses
 - Assisted 37 Ward 7 small businesses
2. Friends of Rhode Island Avenue (IDIS # 2149)
2300 Rhode Island Avenue, NE
DHCD Budget Funding - \$50,000
Total Expenditure – \$50,000
Outputs:
 - 113 instances of SBTA services
3. Washington Area Community Investment Fund (IDIS # 2262)
3624 12th Street, NE
DHCD Budget Funding - \$600,840
Total Expenditure – \$466,187.95
Outputs:
 - Provided direct technical assistance to 289 prospective or existing small business owners
 - Packaged 20 small business loans; 20 loans were approved
 - Organized 30 small business seminars
 - Made 9 business referrals



Appendix B: Residential & Community Services FY2016 Funded Activities

4. ARCH Development Corporation (IDIS #2240)
1227 Good Hope Road, SE
DHCD Budget Funding - \$460,830
Total Expenditure - \$455,830.86
Outputs:
 - Provided technical assistance to 164 businesses
 - 60 workshops with 1,171 participants
 - Surveyed 40 businesses in partnership with Anacostia BID
 - Held 39 area business meetings
 - Operate art retailer with 7 retailers and 92 major events
 - Operated collective business space “the HIVE 2.0” which made space available to 738 businesses
 5. Cohns Culinary and Hospitality Management
(IDIS 2337) 1900 Fenwick Street, NE
DHCD Budget Funding- \$75,000
Total Expenditure-74,997.50
Outputs:
 - 6 one-on-one direct technical assistance to area businesses
 - 245 attendees to community event
 6. Latino Economic Development Corporation (IDIS # 2244)
641 S Street, NW
DHCD Budget Funding - \$477,767
Total Expenditure - \$403,784.98
Outputs:
 - Closed 38 loans to small businesses in the District of Columbia
 - Conducted 34 small business training workshops with 418 participants
 - Provided one-on-one technical assistance to 276 small business owners and aspiring entrepreneurs
 7. Greater Washington Hispanic Chamber of Commerce (IDIS # 2253)
1460 Columbia Rd NW
DHCD Budget Funding - \$180,000
Total Expenditure -\$179,523.71
Outputs:
 - Conducted 40 workshops and networking events
 - Completed 30 business assessment reports
 - Provided in depth technical assistance to 73 businesses and assistance to 595
 - Conducted one Small Business Expo and two business matchmaking events
 - 445 businesses surveyed and inventoried
 - Established 9 loans for SBTA clients
-



Appendix B: Residential & Community Services FY2016 Funded Activities

8. Emory Beacon of Light, Inc. (IDIS # 2242)
6203 Piney Branch Road, NW
DHCD Budget Funding - \$50,000
Total Expenditure -\$48,239.47
Outputs:
 - Provided counseling to 57 businesses
 - Facilitated 17 workshops and two events on business development
 - 9 business referrals
 - 69 businesses surveyed/inventoried
 9. Anacostia Economic Development Corporation (IDIS # 2239)
1800 Martin Luther King, Jr., SE
DHCD Budget Funding - \$179,000
Total Expenditure -\$170,000
Outputs:
 - Provided one-to-one T/A to 86 businesses
 - Conducted 17 training workshop events
 - Issued \$630,600 in new business loans and investment capital
 - Provide services to 128 clients in service area
 - 18 referrals for other services
 - 331 counseling hours
 - Facilitate 4 international business opportunities
 10. DC Fashion Foundation (IDIS # 22578) 640 10th Street, NE
DHCD Budget Funding - \$145,750
Total Expenditure -\$140,225
Outputs:
 - Conducted outreach and marketing through various means reaching over 27,000 constituents
 - Provided one-on-one T/A to 72 businesses and entrepreneurs
 - Delivered 13 training sessions in fashion, design, and arts management
 11. Congress Heights Training and Development Center (IDIS # 2243)
3215 Martin Luther King, Jr., Ave., SE
DHCD Budget Funding - \$205,000
Total Expenditure – \$204,999.97
Outputs:
 - Provided one-on-one technical assistance to 198 businesses
 - Active SBTA clients grew to 150
 - Surveyed/Inventoried 160 businesses
-



Appendix B: Residential & Community Services FY2016 Funded Activities

12. Life Asset, Inc. (IDIS# 2330) 2448A 18th St. NW, Washington, DC 20009
 Total expenditure: \$100,000
 Total Output: \$99,993.42
 - # of one on one TA to small businesses: 1279
 - # attending small business workshops and events: 916
 - # of businesses surveyed: 91
 - # of clients referred: 4
 - # of loans secured: 91

FAÇADE IMPROVEMENT

1. Development Corp of Columbia Heights (IDIS #2231) 3419 14th Street, NW (grant agreement through 9/30/16)
 DHCD Budget Funding - \$263,121
 Total Expenditure - \$100,522.40
 Outputs:
 - Completed predevelopment for ten storefronts
2. Anacostia Economic Development Corporation (IDIS #2266) 1800 Martin Luther King, Jr. Ave., SE
 DHCD Budget Funding - \$750,000
 Total Expenditure - \$111,648.53
 Outputs:
 - Completed designs for 11 storefronts
 - Completed predevelopment for 3 storefronts
3. ARCH Development Corp. (APPR) 1227 Good Hope Rd., SE
 DHCD Budget Funding - \$250,000
 Total Expenditure - \$ 131,761.30
 Output:
 - Designs completed for 6 storefronts
 - Construction underway on 4 storefronts
4. Barracks Row Mainstreets, Inc. (IDIS #2152) 733 ½ 8th Street, SE
 DHCD Budget Funding - \$1,500,000
 Total Expenditure - \$959,553.11



Appendix B: Residential & Community Services FY2016 Funded Activities

Outputs:

- Completed construction for 4 storefronts
- Completed design work for seven (7) storefronts
- Completed preconstruction for five (5) storefronts

5. Friends of Rhode Island Ave. (2320)

733 ½ 8th Street, SE

DHCD Budget Funding - \$204,000

Total Expenditure - \$92,914.27

Outputs:

- Four (4) completed storefronts
- Predevelopment completed for eight (8) additional storefronts

6. Emory Beacon of Light (IDIS#2214)

6203 Piney Branch Road, NW

DHCD Budget Funding - \$343,703

Total Expenditure - \$62,873.82

Output:

- Construction started on five (5) storefronts

7. Deanwood Heights Main Streets (APPR)

4645 Nannie H. Burroughs Ave., NE

DHCD Budget Funding - \$30,000

Total Expenditure - \$12,278

Output:

- Predevelopment completed for 6 storefronts
 - Construction completed on 3 storefronts
-



Appendix C: Income Levels

DISTRICT OF COLUMBIA FY 2016 MEDIAN INCOME TABLES

HOME (eff. 6/6/2016)	1 person	2 person	3 person	4 person	5 person	6 person	7 person	8 person
ELI (30%)	\$22850	\$26100	\$29350	\$32600	\$35250	\$37850	\$40450	\$43050
VLI (50%)	\$38050	\$43450	\$48900	\$54300	\$58650	\$63000	\$67350	\$71700
60%	\$45660	\$52140	\$58680	\$65160	\$70380	\$75600	\$80820	\$86040
Low Income (80%)	\$49150	\$56150	\$63150	\$70150	\$75800	\$81400	\$87000	\$92600

CDBG (eff. 6/6/2016)	1 person	2 person	3 person	4 person	5 person	6 person	7 person	8 person
VLI (50%)	\$38050	\$43450	\$48900	\$54300	\$58650	\$63000	\$67350	\$71700
ELI	\$22850	\$26100	\$29350	\$32600	\$35250	\$37850	\$40450	\$43050
Low Income (80%)	\$49150	\$56150	\$63150	\$70150	\$75800	\$81400	\$87000	\$92600

NSP (eff. 6/6/2016)	1 person	2 person	3 person	4 person	5 person	6 person	7 person	8 person
Low Income (50%)	\$38050	\$43450	\$48900	\$54300	\$58650	\$63000	\$67350	\$71700
Moderate Income (120%)	\$91320	\$104,280	\$117360	\$130320	\$140760	\$151200	\$161640	\$172080

LIHTC (eff.) 3/28/2016	1 person	2 person	3 person	4 person	5 person	6 person	7 person	8 person
50% AMI	\$38,050	\$43,450	\$48,900	\$54,300	\$58,650	\$63,000	\$67,350	\$71,700
140% AMI Over Income	\$53,270	\$60,830	\$68,460	\$76,020	\$82,110	\$88,200	\$94,290	\$100,380

60% AMI	\$45,660	\$52,140	\$58,680	\$65,160	\$70,380	\$75,600	\$80,820	\$86,040
140% AMI Over Income	\$63,924	\$72,996	\$82,152	\$91,224	\$98,532	\$105,840	\$113,148	\$120,456
Uncapped Limits 80% Washington, DC Effective 6/6/2016	\$60900	\$69,550	\$78250	86900	93900	100850	107,800	114,750

Definitions of Income

- **Extremely Low Income (ELI)**- Gross household income 30% area median income (AMI), adjusted for household size per the following table: (This category is known as Extremely Low Income when referring to HOME)
- **Very Low Income (VLI)** - Gross household income 50% area median income (AMI), adjusted for household size per the following table: (This category is known as Very Low Income when referring to HOME)



-
- **Low Income (LI)** - Gross household income 60% area median income (AMI), adjusted for household size per the following table: (This category is known as Low Income when referring to HOME)
 - **Moderate Income (MI)** - Gross household income 80% area median income (AMI), adjusted for household size per the following table: (This category is known as Moderate Income when referring to HOME and Uncapped Limit designated by HUD)

Jurisdictions covered by these income limits include the following: Arlington, Fairfax, Fauquier, Loudoun, Prince William, Spotsylvania, and Stafford County, and the Cities of Alexandria, Fairfax, Falls Church, Fredericksburg, Manassas and Manassas Park in Virginia; Washington, DC; and Calvert, Charles, Frederick, Montgomery, and Prince George's County in the State of Maryland.

The Median Family Income for Washington Metropolitan Area is **\$108,600** as of June 6, 2016

DRAFT

Appendix E: Public Notice

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

PUBLIC HEARING NOTICE

Tuesday, January 10, 2017

District of Columbia's Fiscal Year 2016 Consolidated Annual Performance Evaluation Report (CAPER)

Polly Donaldson, Director, DC Department of Housing and Community Development (DHCD or the Department) will conduct a public hearing on Tuesday, January 10, 2017, to discuss the District's Fiscal Year (FY) 2016 performance in its use of funds received from the U.S. Department of Housing and Urban Development (HUD). DHCD received approximately \$37,148,917 from HUD in Fiscal Year 2016 through four programs: the Community Development Block Grant (CDBG) Program; the HOME Investment Partnerships Program; the Emergency Shelter Grant (ESG) Program; and the Housing for Persons with AIDS (HOPWA) Program. DHCD administers the CDBG and HOME funds directly; the Department entered into an agreement with the DC Department of Human Services (DHS) for the Prevention of Homelessness to administer the ESG grant; and transferred the HOPWA grant to the DC Department of Health (DOH).

In preparation for the submission of the FY 2016 Consolidated Annual Performance and Evaluation Report (CAPER) to HUD, DHCD is soliciting public comment on the District's effectiveness during FY 2016 at using federal funds to meet the District's housing and community development needs. These comments will form part of DHCD's and the District's evaluation, as required by federal regulations (24 CFR 91.520). This hearing is reserved for a discussion of the District's FY 2016 performance.

The hearing will be held on Tuesday, January 10, 2017, at the Department of Housing and Community Development, 1800 Martin Luther King, Jr. Avenue, SE, 1st floor conference room at 6:30 pm. If you would like to testify, you are encouraged to register in advance either by e-mail at DHCEVENTS@dc.gov or by calling (202) 442-7239. Please provide your name, address, telephone number, and organization affiliation, if any.

Telecommunications Device for the Deaf (TDD) relay service will be provided by calling (800) 201-7165. Sign language interpretation and language translation services will be available upon request by calling Pamela Hillsman, seven days prior to the hearing on (202) 442-7251. Persons, who require interpretation or language translation, must specify the language of preference (i.e. Spanish, Vietnamese, Chinese-Mandarin/Cantonese, Amharic, or French). Language interpretation service will be provided to pre-registered persons only.



Appendix F: HOME Match Report

HOME Match Report

U.S. Department of Housing and Urban Development
Office of Community Planning and Development

OMB Approval No. 2506-0171
(exp. 12/31/2012)

Part I Participant Identification				Match Contributions for Federal Fiscal Year (yyyy)				
1. Participant No. (assigned by HUD) 56-6001131	2. Name of the Participating Jurisdiction Department of Housing and Community Development (DHCD)		3. Name of Contact (person completing this report) Johnette M Powell					
5. Street Address of the Participating Jurisdiction 1800 Martin Luther King Jr Avenue, SE			4. Contact's Phone Number (include area code) 202-442-7232					
6. City Washington	7. State DC	8. Zip Code 20020						
Part II Fiscal Year Summary								
1. Excess match from prior Federal fiscal year			\$	18,703,796				
2. Match contributed during current Federal fiscal year (see Part III.9.)			\$	4,964,311				
3. Total match available for current Federal fiscal year (line 1 + line 2)				\$	23,668,107			
4. Match liability for current Federal fiscal year				\$	587,964			
5. Excess match carried over to next Federal fiscal year (line 3 minus line 4)				\$	23,080,143			
Part III Match Contribution for the Federal Fiscal Year								
1. Project No. or Other ID	2. Date of Contribution (mm/dd/yyyy)	3. Cash (non-Federal sources)	4. Foregone Taxes, Fees, Charges	5. Appraised Land / Real Property	6. Required Infrastructure	7. Site Preparation, Construction Materials, Donated labor	8. Bond Financing	9. Total Match
1314 K St Cooperative	9/14/16	96,024						96,024
3200 13th St Acquistio	9/26/16	175,000						175,000
4000 Benning Rd	2/10/16	4,693,287						4,693,287
Total								4,964,311

form HUD-40107-A (12/94)



Public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. 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.

The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

Instructions for the HOME Match Report

Applicability:

The HOME Match Report is part of the HOME APR and must be filled out by every participating jurisdiction that incurred a match liability. Match liability occurs when FY 1993 funds (or subsequent year funds) are drawn down from the U.S. Treasury for HOME projects. A Participating Jurisdiction (PJ) may start counting match contributions as of the beginning of Federal Fiscal Year 1993 (October 1, 1992). A jurisdiction not required to submit this report, either because it did not incur any match or because it had a full match reduction, may submit a HOME Match Report if it wishes. The match would count as excess match that is carried over to subsequent years. The match reported on this form must have been contributed during the reporting period (between October 1 and September 30).

Timing:

This form is to be submitted as part of the HOME APR on or before December 31. The original is sent to the HUD Field Office. One copy is sent to the

Office of Affordable Housing Programs, CGHF
Room 7176, HUD, 451 7th Street, S.W.
Washington, D.C. 20410.

The participating jurisdiction also keeps a copy.

Instructions for Part II:

1. **Excess match from prior Federal fiscal year:** Excess match carried over from prior Federal fiscal year.
2. **Match contributed during current Federal fiscal year:** The total amount of match contributions for all projects listed under Part III in column 9 for the Federal fiscal year.

3. **Total match available for current Federal fiscal year:** The sum of excess match carried over from the prior Federal fiscal year (Part II, line 1) and the total match contribution for the current Federal fiscal year (Part II, line 2). This sum is the total match available for the Federal fiscal year.

4. **Match liability for current Federal fiscal year:** The amount of match liability is available from HUD and is provided periodically to PJs. The match must be provided in the current year. The amount of match that must be provided is based on the amount of HOME funds drawn from the U.S. Treasury for HOME projects. The amount of match required equals 25% of the amount drawn down for HOME projects during the Federal fiscal year. Excess match may be carried over and used to meet match liability for subsequent years (see Part II line 5). Funds drawn down for administrative costs, CHDO operating expenses, and CHDO capacity building do not have to be matched. Funds drawn down for CHDO seed money and/or technical assistance loans do not have to be matched if the project does not go forward. A jurisdiction is allowed to get a partial reduction (50%) of match if it meets one of two statutory distress criteria, indicating "fiscal distress," or else a full reduction (100%) of match if it meets both criteria, indicating "severe fiscal distress." The two criteria are poverty rate (must be equal to or greater than 125% of the average national family poverty rate to qualify for a reduction) and per capita income (must be less than 75% of the national average per capita income to qualify for a reduction). In addition, a jurisdiction can get a full reduction if it is declared a disaster area under the Robert T. Stafford Disaster Relief and Emergency Act.

5. **Excess match carried over to next Federal fiscal year:** The total match available for the current Federal fiscal year (Part II, line 3) minus the match liability for the current Federal fiscal year (Part II, line 4). Excess match may be carried over and applied to future HOME project match liability.

Instructions for Part III:

1. **Project No. or Other ID:** "Project number" is assigned by the C/MI System when the PJ makes a project setup call. These projects involve at least some Treasury funds. If the HOME project does not involve Treasury funds, it must be identified with "other ID" as follows: the fiscal year (last two digits only), followed by a number (starting from "01" for the first non-Treasury-funded project of the fiscal year), and then at least one of the following abbreviations: "SF" for project using shortfall funds, "PI" for projects using program income, and "NON" for non-HOME-assisted affordable housing. Example: 93.01.SF, 93.02.PI, 93.03.NON, etc.

Shortfall funds are non-HOME funds used to make up the difference between the participation threshold and the amount of HOME funds allocated to the PJ; the participation threshold requirement applies only in the PJ's first year of eligibility. [§92.102]

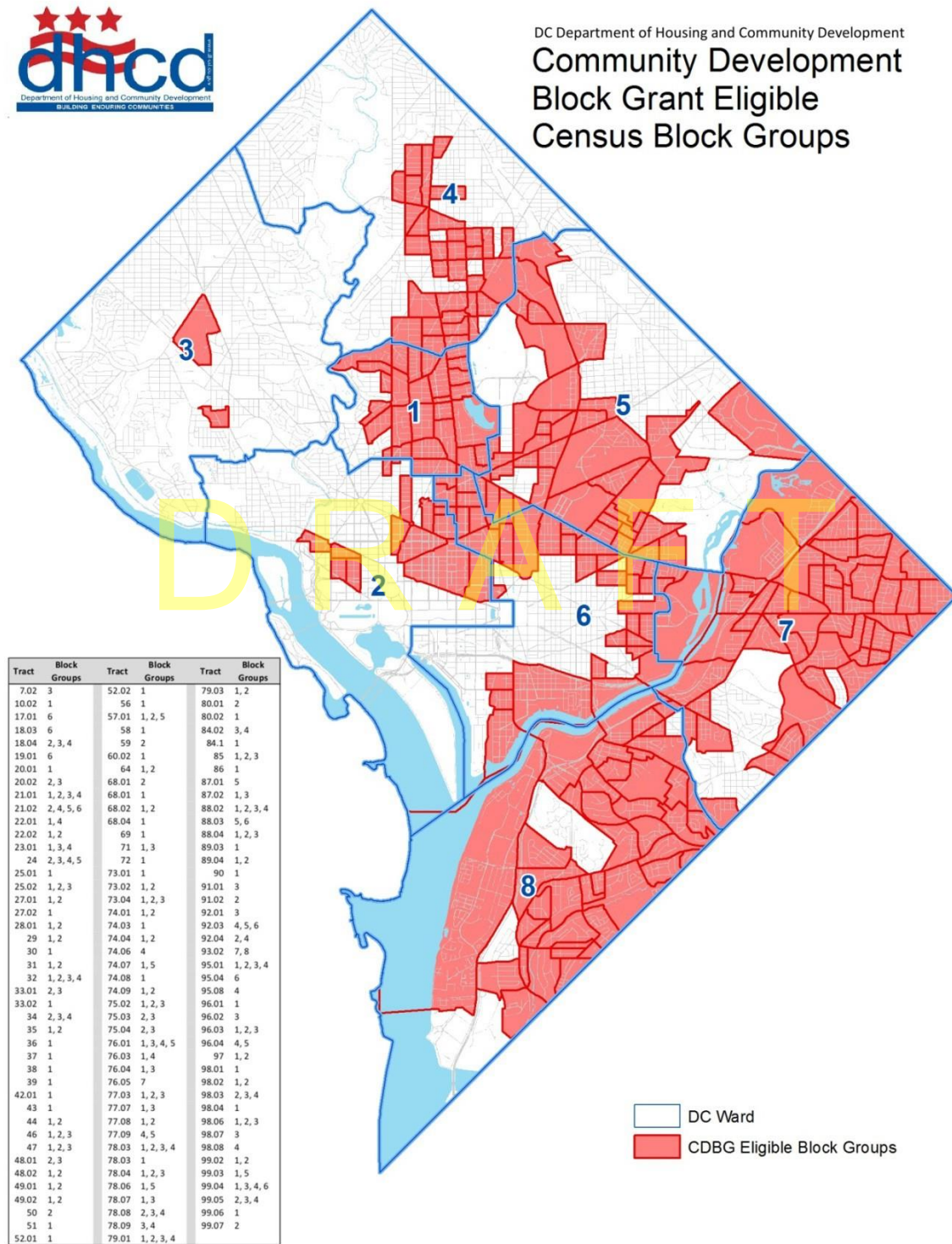
Program income (also called "repayment income") is any return on the investment of HOME funds. This income must be deposited in the jurisdiction's HOME account to be used for HOME projects. [§92.503(b)]



- Non-HOME-assisted affordable housing is investment in housing not assisted by HOME funds that would qualify as "affordable housing" under the HOME Program definitions. "NON" funds must be contributed to a specific project; it is not sufficient to make a contribution to an entity engaged in developing affordable housing. [§92.219(b)]
2. **Date of Contribution:** Enter the date of contribution. Multiple entries may be made on a single line as long as the contributions were made during the current fiscal year. In such cases, if the contributions were made at different dates during the year, enter the date of the last contribution.
 3. **Cash:** Cash contributions from non-Federal resources. This means the funds are contributed permanently to the HOME Program regardless of the form of investment the jurisdiction provides to a project. Therefore all repayment, interest, or other return on investment of the contribution must be deposited in the PJ's HOME account to be used for HOME projects. The PJ, non-Federal public entities (State/local governments), private entities, and individuals can make contributions. The grant equivalent of a below-market interest rate loan to the project is eligible when the loan is not repayable to the PJ's HOME account. [§92.220(a)(1)] In addition, a cash contribution can count as match if it is used for eligible costs defined under §92.206 (except administrative costs and CHDO operating expenses) or under §92.209, or for the following non-eligible costs: the value of non-Federal funds used to remove and relocate ECHO units to accommodate eligible tenants, a project reserve account for replacements, a project reserve account for unanticipated increases in operating costs, operating subsidies, or costs relating to the portion of a mixed-income or mixed-use project not related to the affordable housing units. [§92.219(c)]
 4. **Foregone Taxes, Fees, Charges:** Taxes, fees, and charges that are normally and customarily charged but have been waived, foregone, or deferred in a manner that achieves affordability of the HOME-assisted housing. This includes State tax credits for low-income housing development. The amount of real estate taxes may be based on the post-improvement property value. For those taxes, fees, or charges given for future years, the value is the present discounted cash value. [§92.220(a)(2)]
 5. **Appraised Land/Real Property:** The appraised value, before the HOME assistance is provided and minus any debt burden, lien, or other encumbrance, of land or other real property, not acquired with Federal resources. The appraisal must be made by an independent, certified appraiser. [§92.220(a)(3)]
 6. **Required Infrastructure:** The cost of investment, not made with Federal resources, in on-site and off-site infrastructure directly required for HOME-assisted affordable housing. The infrastructure must have been completed no earlier than 12 months before HOME funds were committed. [§92.220(a)(4)]
 7. **Site preparation, Construction materials, Donated labor:** The reasonable value of any site-preparation and construction materials, not acquired with Federal resources, and any donated or voluntary labor (see §92.354(b)) in connection with the site-preparation for, or construction or rehabilitation of, affordable housing. The value of site-preparation and construction materials is determined in accordance with the PJ's cost estimate procedures. The value of donated or voluntary labor is determined by a single rate ("labor rate") to be published annually in the Notice Of Funding Availability (NOFA) for the HOME Program. [§92.220(6)]
 8. **Bond Financing:** Multifamily and single-family project bond financing must be validly issued by a State or local government (or an agency, instrumentality, or political subdivision thereof). 50% of a loan from bond proceeds made to a multifamily affordable housing project owner can count as match. 25% of a loan from bond proceeds made to a single-family affordable housing project owner can count as match. Loans from all bond proceeds, including excess bond match from prior years, may not exceed 25% of a PJ's total annual match contribution. [§92.220(a)(5)] The amount in excess of the 25% cap for bonds may carry over, and the excess will count as part of the statutory limit of up to 25% per year. Requirements regarding bond financing as an eligible source of match will be available upon publication of the implementing regulation early in FY 1994.
 9. **Total Match:** Total of items 3 through 8. This is the total match contribution for each project identified in item 1.
- Ineligible forms of match include:**
1. Contributions made with or derived from Federal resources e.g. CDBG funds [§92.220(b)(1)]
 2. Interest rate subsidy attributable to the Federal tax-exemption on financing or the value attributable to Federal tax credits [§92.220(b)(2)]
 3. Contributions from builders, contractors or investors, including owner equity, involved with HOME-assisted projects. [§92.220(b)(3)]
 4. Sweat equity [§92.220(b)(4)]
 5. Contributions from applicants/recipients of HOME assistance [§92.220(b)(5)]
 6. Fees/charges that are associated with the HOME Program only, rather than normally and customarily charged on all transactions or projects [§92.220(a)(2)]
 7. Administrative costs

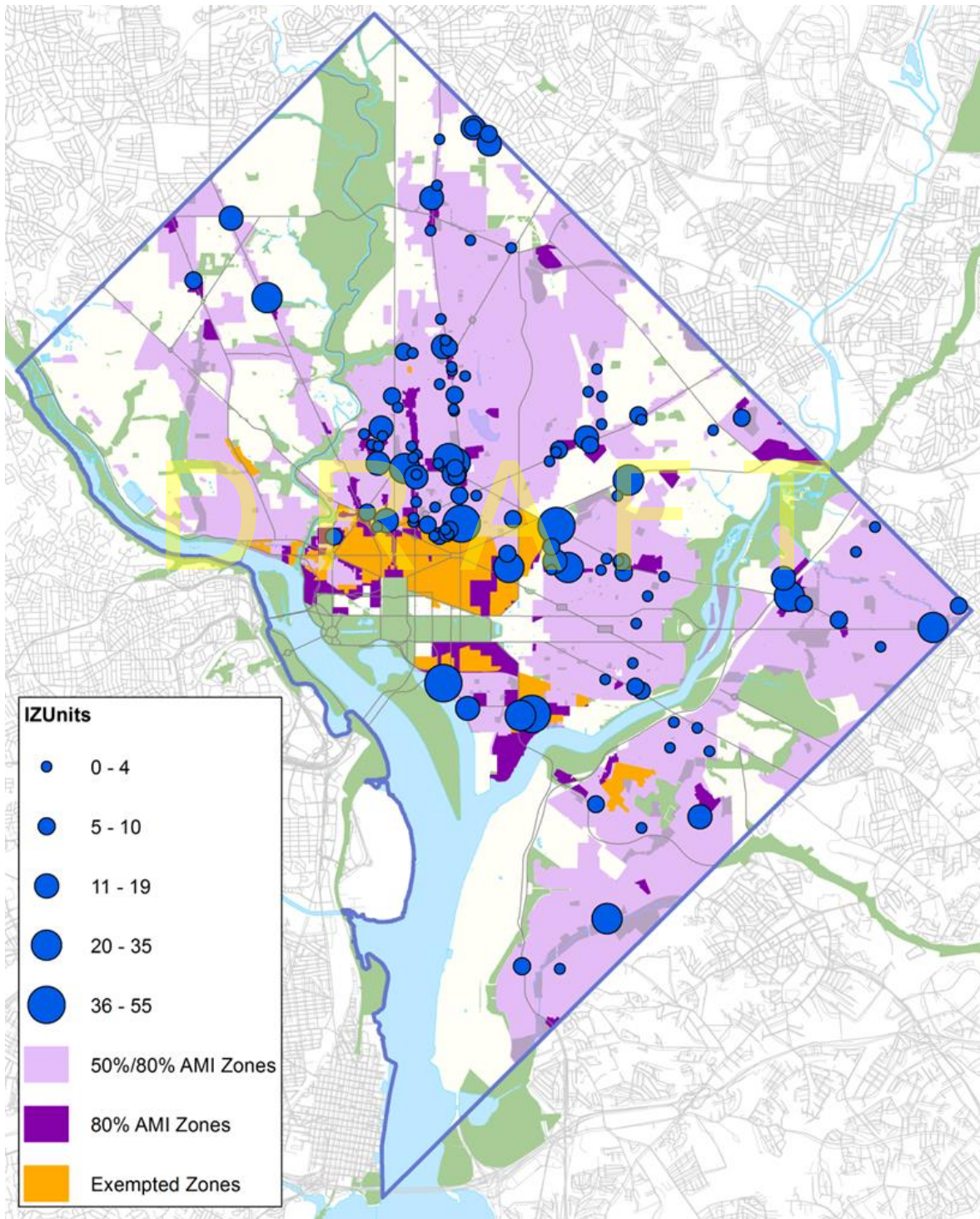


Appendix G: Map of CDBG Eligible Areas





Filed Certificates of Inclusionary Zoning Compliance





Appendix H: IDIS Reports

IDIS REPORTS TO SUBMIT WITH CAPER

CDBG REPORTS

- *PR01 Federal Entitlement Grant Funding - Shows for each grant the amount authorized, sub allocated, drawn and available to draw. The grants are organized by program and listed by fiscal year.
- *PR02 List of Activities - Lists, by project, activity and program sequence - the amount authorized for draw, amount drawn and the difference.
- PR03- Summary of Activities - Lists each CDBG activity which was open during a program year. For each activity the report shows the status, accomplishments, program year narrative and program year expenditures. For each activity the report also shows the activity code, regulation cite and characteristics of the beneficiaries.
- PR06 Consolidated Annual Performance and Evaluation Report - Tracks progress in implementing projects identified in the action plan. This report lists all projects for a plan year in sequence by project number. Disbursements are summarized by program for each project's activities. Accomplishments reported for the program year in the C04MA08 screens are summarized for each program area.
- *PR07 Drawdown Voucher Report - Lists the details for all vouchers in sequence by voucher identification. The voucher details include voucher status, amount drawn and the grant identification.
- *PR08 Grantee Summary Activity Report - Provides a list of activities in grantee activity number sequence. For each activity the report shows the date funded, grant status, amount drawn and date last draw.
- *PR23 Summary of Accomplishments Report - Presents data on CDBG activity counts and disbursements by priority need categories. It also contains data on CDBG accomplishments by various units of measure and housing units by racial/ethnic categories.
- *PR26 Financial Summary Report - Provides the key CDBG program indicators. This report shows the obligations, expenditures which the grantee has made for a specified program year. The expenditures are summarized to determine the relevant indicators for low- and moderate-income, planning/ administration, public service activities and economic development.

ESG REPORTS

- *PR12 ESG Financial Summary - Shows the grants, committed and disbursed amounts for each ESG project/activity.
- *PR19 ESG Program for Grantee Statistics - Provides statistics on the characteristics of beneficiaries and services for each ESG project/activity.
- *PR20 ESG Activity Summary Report - Provides the amounts that are committed and disbursed by type of ESG expenditure.

HOME REPORTS

- *PR01 Federal Entitlement Grant Funding - Shows for each grant the amount authorized, sub allocated, drawn and available to draw. The grants are organized by program and listed by fiscal year.
- *PR22 Status of HOME Activities - Shows the status of current HOME activities. The report lists activities which are currently open and funded or which have been closed out within the past 12 months. For each activity, the report shows the address, the number of units, funds committed and disbursed and activity status.
- *PR25 Status of CHDO Funds - Shows for each fiscal year the funds reserved, committed and disbursed for each CHDO.
- *PR27 Status of HOME Grants - Provides a summary of funding by fiscal year. This report contains the key programmatic indicators. The funding report show the status of commitments, disbursements, administrative funds, CHDO operating funds, all CHDO operating funds, all CHDO funds, CHDO loan/capacity building, other entities and program income.
- PR33 Match Report - Shows the required match percentage, funds disbursed and required match for a given fiscal year.

Appendix K:

**Housing Opportunities for Persons with AIDS (HOPWA)
Program**

**Consolidated Annual Performance and
Evaluation Report (CAPER)**

Measuring Performance Outcomes

Revised 1/22/16

DRAFT



Housing Opportunities for Persons with AIDS (HOPWA) Program

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

DRAFT
Revised 1/22/16

OMB Number 2506-0133 (Expiration Date: 12/31/2017)

The CAPER report for HOPWA formula grantees provides annual information on program accomplishments that supports program evaluation and the ability to measure program beneficiary outcomes as related to: maintain housing stability; prevent homelessness; and improve access to care and support. This information is also covered under the Consolidated Plan Management Process (CPMP) report and includes Narrative Responses and Performance Charts required under the Consolidated Planning regulations. The public reporting burden for the collection of information is estimated to average 42 hours per manual response, or less if an automated data collection and retrieval system is in use, along with 60 hours for record keeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Grantees are required to report on the activities undertaken only, thus there may be components of these reporting requirements that may not be applicable. This agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless that collection displays a valid OMB control number.

Overview. The Consolidated Annual Performance and Evaluation Report (CAPER), provides annual performance reporting on client outputs and outcomes that enables an assessment of grantee performance in achieving the housing stability outcome measure. The CAPER, in conjunction with the Integrated Disbursement Information System (IDIS), fulfills statutory and regulatory program reporting requirements and provides the grantee and HUD with the necessary information to assess the overall program performance and accomplishments against planned goals and objectives.

HOPWA formula grantees are required to submit a CAPER, and complete annual performance information for all activities undertaken during each program year in the IDIS, demonstrating coordination with other Consolidated Plan resources. HUD uses the CAPER and IDIS data to obtain essential information on grant activities, project sponsors, Subrecipient organizations, housing sites, units and households, and beneficiaries (which includes racial and ethnic data on program participants). The Consolidated Plan Management Process tool (CPMP) provides an optional tool to integrate the reporting of HOPWA specific activities with other planning and reporting on Consolidated Plan activities.

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4. Program Subrecipient Information
5. Grantee Narrative and Performance Assessment
 - a. Grantee and Community Overview
 - b. Annual Performance under the Action Plan
 - c. Barriers or Trends Overview
 - d. Assessment of Unmet Housing Needs

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

In connection with the development of the Department's standards for Homeless Management Information Systems (HMIS), universal data elements are being collected for clients of HOPWA-funded homeless assistance projects. These project sponsor/subrecipient records would include: Name, Social Security Number, Date of Birth, Ethnicity and Race, Gender, Veteran Status, Disabling Conditions, Residence Prior to Program Entry, Zip Code of Last Permanent Address, Housing Status, Program Entry Date, Program Exit Date, Personal Identification Number, and Household Identification Number. These are intended to match the elements under HMIS. The HOPWA program-level data elements include: Income and Sources, Non-Cash Benefits, HIV/AIDS Status, Services Provided, and Housing Status or Destination at the end of the operating year. Other suggested but optional elements are: Physical Disability, Developmental Disability, Chronic Health Condition, Mental Health, Substance Abuse, Domestic Violence, Date of Contact, Date of Engagement, Financial

Assistance, Housing Relocation & Stabilization Services, Employment, Education, General Health Status, , Pregnancy Status, Reasons for Leaving, Veteran's Information, and Children's Education. Other HOPWA projects sponsors may also benefit from collecting these data elements.

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

Filing Requirements. Within 90 days of the completion of each program year, grantees must submit their completed CAPER to the CPD Director in the grantee's State or Local HUD Field Office, and to the HOPWA Program Office: at HOPWA@hud.gov. Electronic submission to HOPWA Program office is preferred; however, if electronic submission is not possible, hard copies can be mailed to: Office of HIV/AIDS Housing, Room 7212, U.S. Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, D.C.

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

Definitions

Adjustment for Duplication: Enables the calculation of unduplicated output totals by accounting for the total number of households or units that received more than one type of HOPWA assistance in a given service category such as HOPWA Subsidy Assistance or Supportive Services. For example, if a client household received both TBRA and STRMU during the operating year, report that household in the category of HOPWA Housing Subsidy Assistance in Part 3, Chart 1, Column [1b] in the following manner:

HOPWA Housing Subsidy Assistance		[1] Outputs: Number of Households
1.	Tenant-Based Rental Assistance	
2a.	Permanent Housing Facilities: Received Operating Subsidies/Leased units	
2b.	Transitional/Short-term Facilities: Received Operating Subsidies	
3a.	Permanent Housing Facilities: Capital Development Projects placed in service during the operating year	
3b.	Transitional/Short-term Facilities: Capital Development Projects placed in service during the operating year	
4.	Short-term Rent, Mortgage, and Utility Assistance	
5.	Adjustment for duplication (subtract)	
6.	TOTAL Housing Subsidy Assistance (Sum of Rows 1-4 minus Row 5)	

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

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

Central Contractor Registration (CCR): The primary registrant database for the U.S. Federal Government. CCR collects, validates, stores, and disseminates data in support of agency acquisition missions, including Federal agency contract and assistance awards. Both current and potential federal government registrants (**grantees**) are required to register in CCR in order to be awarded contracts by the federal government. Registrants must update or renew their registration at least once per year to maintain an active status. Although recipients of direct federal contracts and grant awards have been required to be registered with CCR since 2003, this requirement is now being extended to indirect recipients of federal funds with the passage of ARRA (American Recovery and Reinvestment Act). Per ARRA and FFATA (Federal Funding Accountability and Transparency Act) federal regulations, all **grantees** and sub-grantees or subcontractors receiving federal grant awards or contracts must have a DUNS (Data Universal Numbering System) Number.

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

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

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

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

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

“grassroots.”

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

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

HOPWA Housing Subsidy Assistance Total: The unduplicated number of households receiving housing subsidies (TBRA, STRMU, Permanent Housing Placement services and Master Leasing) and/or residing in units of facilities dedicated to persons living with HIV/AIDS and their families and supported with HOPWA funds during the operating year.

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

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

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

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

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

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

Operating Costs: Applies to facility-based housing only, for facilities that are currently open. Operating costs can include day-to-day housing

function and operation costs like utilities, maintenance, equipment, insurance, security, furnishings, supplies and salary for staff costs directly related to the housing project but not staff costs for delivering services.

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

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

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

Program Income: Gross income directly generated from the use of HOPWA funds, including repayments. See grant administration requirements on program income for state and local governments at 24 CFR 85.25, or for non-profits at 24 CFR 84.24.

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

Project Sponsor Organizations: Any nonprofit organization or governmental housing agency that receives funds under a contract with the grantee to provide eligible housing and other support services or administrative services as defined in 24 CFR 574.300. Project Sponsor organizations are required to provide performance data on households served and funds expended. Funding flows to a project sponsor as follows:

HUD Funding → Grantee → Project Sponsor

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

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

Sub-recipient Organization: Any organization that receives funds from a project sponsor to provide eligible housing and other support services and/or administrative services as defined in 24 CFR 574.300. If a sub-recipient organization provides housing and/or other supportive services directly to clients, the sub-recipient organization must provide performance data on household served and funds expended. Funding flows to sub-recipients as follows:

HUD Funding → Grantee → Project Sponsor → Sub-recipient

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

Transgender: Transgender is defined as a person who identifies with, or presents as, a gender that is different from his/her gender at birth.

Veteran: A veteran is someone who has served on active duty in the Armed Forces of the United States. This does not include inactive military reserves or the National Guard unless the person was called up to active duty.

DRAFT

Housing Opportunities for Person with AIDS (HOPWA) Consolidated Annual Performance and Evaluation Report (CAPER) Measuring Performance Outputs and Outcomes

OMB Number 2506-0133 (Expiration Date: 10/31/2017)

Part 1: Grantee Executive Summary

As applicable, complete the charts below to provide more detailed information about the agencies and organizations responsible for the administration and implementation of the HOPWA program. Chart 1 requests general Grantee Information and Chart 2 is to be completed for each organization selected or designated as a project sponsor, as defined by CFR 574.3. In Chart 3, indicate each subrecipient organization with a contract/agreement of \$25,000 or greater that assists grantees or project sponsors carrying out their administrative or evaluation activities. In Chart 4, indicate each subrecipient organization with a contract/agreement to provide HOPWA-funded services to client households. These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definition section for distinctions between project sponsor and subrecipient.

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

1. Grantee Information

HUD Grant Number DCH08F001		Operating Year for this report From (/dd/yy) 10/01/2015 To (mm/dd/yy) 09/30/2016		
Grantee Name Government of the District of Columbia, Department of Health, HIV/AIDS, Hepatitis, STD and Tuberculosis Administration				
Business Address		899 North Capitol Street, NE, 4 th Floor		
City, County, State, Zip	Washington	District of Columbia	DC	20002
Employer Identification Number (EIN) or Tax Identification Number (TIN)	536001131			
DUN & Bradstreet Number (DUNs):	DC At-Large	Central Contractor Registration (CCR): Is the grantee's CCR status currently active? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide CCR Number:		
Congressional District of Grantee's Business Address				
*Congressional District of Primary Service Area(s)				
*City(ies) and County(ies) of Primary Service Area(s)	Cities:		Counties:	
Organization's Website Address http://www.doh.dc.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 CFR 574.3. Use this section to report on organizations involved in the direct delivery of services for client households. These elements address requirements in the Federal Financial Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

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

Project Sponsor Agency Name Community Family Life Services		N/A	
Name and Title of Contact at Project Sponsor Agency	Ashley McSwain, Executive Director		
Email Address	amcswain@cflsdc.org		
Business Address	305 E Street, NW		
City, County, State, Zip,	Washington, DC 20001		
Phone Number (with area code)	202-347-0511 x411		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	52-0910609	Fax Number (with area code) 202-347-0520	
DUN & Bradstreet Number (DUNs):	12-652-0121		
Congressional District of Project Sponsor's Business Address	DC At-Large		
Congressional District(s) of Primary Service Area(s)	DC At-Large		
City(ies) and County(ies) of Primary Service Area(s)	Cities: Washington	District of Columbia	
Total HOPWA contract amount for this Organization for the operating year	\$213,742		
Organization's Website Address	http://www.cflsdc.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 checked="" type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered. This does not need a narrative because there is not waiting list	

2. Project Sponsor Information

Please complete Chart 2 for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3. Use this section to report on organizations involved in the direct delivery of services for client households. These elements address requirements in the Federal Financial Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

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

Project Sponsor Agency Name Greater Washington Urban League		N/A	
Name and Title of Contact at Project Sponsor Agency	George Lambert, Executive Director		
Email Address	glambert@gwul.org		
Business Address	2901 14 th Street, NW		
City, County, State, Zip,	Washington, DC 20009		
Phone Number (with area code)	202-265-8200		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	53-0208981	Fax Number (with area code) 202-265-9878	
DUN & Bradstreet Number (DUNs):	072646755		
Congressional District of Project Sponsor's Business Address	DC At-Large		
Congressional District(s) of Primary Service Area(s)	DC At-Large		
City(ies) <u>and</u> County(ies) of Primary Service Area(s)	Cities: Washington	District of Columbia	
Total HOPWA contract amount for this Organization for the operating year	\$5,900,000		
Organization's Website Address	http://www.gwul.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 checked="" type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered. No narrative needed	

2. Project Sponsor Information

Please complete Chart 2 for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3. Use this section to report on organizations involved in the direct delivery of services for client households. These elements address requirements in the Federal Financial Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

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

Project Sponsor Agency Name Homes for Hope		N/A	
Name and Title of Contact at Project Sponsor Agency	Dr. Veronica Jenkins, Executive Director		
Email Address	veronicajenkins@msn.com		
Business Address	3003 G Street, SE, Suite A		
City, County, State, Zip,	Washington, DC 20019		
Phone Number (with area code)	202-207-8339		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	27-0034814	Fax Number (with area code) 202-582-0522	
DUN & Bradstreet Number (DUNs):	141933860		
Congressional District of Project Sponsor's Business Address	DC At-Large		
Congressional District(s) of Primary Service Area(s)	DC At-Large		
City(ies) <u>and</u> County(ies) of Primary Service Area(s)	Cities: Washington	District of Columbia	
Total HOPWA contract amount for this Organization for the operating year	\$367,320		
Organization's Website Address	http://www.homesforhopeinc.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 checked="" type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered. No narrative needed	

2. Project Sponsor Information

Please complete Chart 2 for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3. Use this section to report on organizations involved in the direct delivery of services for client households. These elements address requirements in the Federal Financial Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

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

Project Sponsor Agency Name Housing Counseling Services		N/A	
Name and Title of Contact at Project Sponsor Agency	Marian Siegel, Executive Director		
Email Address	mariansiegle@housingetc.org		
Business Address	2410 17 th Street, NW		
City, County, State, Zip,	Washington, DC 20009		
Phone Number (with area code)	202-667-2681		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	52-0958568	Fax Number (with area code) 202-667-0862	
DUN & Bradstreet Number (DUNs):	012403044		
Congressional District of Project Sponsor's Business Address	DC At-Large		
Congressional District(s) of Primary Service Area(s)	DC At-Large		
City(ies) <u>and</u> County(ies) of Primary Service Area(s)	Cities: Washington	District of Columbia	
Total HOPWA contract amount for this Organization for the operating year	\$500,000		
Organization's Website Address	http://www.housingetc.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 checked="" type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered. No narrative needed	

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Please complete Chart 2 for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3. Use this section to report on organizations involved in the direct delivery of services for client households. These elements address requirements in the Federal Financial Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

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

Project Sponsor Agency Name Jubilee Housing/Maycroft		N/A	
Name and Title of Contact at Project Sponsor Agency	Jim Knight, Executive Director		
Email Address	jknight@jubileehousing.org		
Business Address	1640 Columbia Rd., NW, 2 nd Floor		
City, County, State, Zip,	Washington, DC 20009		
Phone Number (with area code)	202-299-1240		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	52098262-1	Fax Number (with area code) 202-548-2403	
DUN & Bradstreet Number (DUNs):	074829508		
Congressional District of Project Sponsor's Business Address	DC At-Large		
Congressional District(s) of Primary Service Area(s)	DC At-Large		
City(ies) <u>and</u> County(ies) of Primary Service Area(s)	Cities: Washington	District of Columbia	
Total HOPWA contract amount for this Organization for the operating year	\$481,555		
Organization's Website Address	http://www.		
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 checked="" type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered. No narrative needed	

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Please complete Chart 2 for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3. Use this section to report on organizations involved in the direct delivery of services for client households. These elements address requirements in the Federal Financial Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

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

Project Sponsor Agency Name Gaudenzia, Inc.		N/A	
Name and Title of Contact at Project Sponsor Agency	Michael Pickering		
Email Address	michael.pickering@rapinc.org		
Business Address	3643 Woodland Avenue		
City, County, State, Zip,	Baltimore, MD 21215		
Phone Number (with area code)	202-462-7500		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	23-1706895	Fax Number (with area code) 202-462-7507	
DUN & Bradstreet Number (DUNs):	079478707		
Congressional District of Project Sponsor's Business Address	DC At-Large		
Congressional District(s) of Primary Service Area(s)	DC At-Large		
City(ies) <u>and</u> County(ies) of Primary Service Area(s)	Cities: Washington	District of Columbia	
Total HOPWA contract amount for this Organization for the operating year	\$313,209		
Organization's Website Address	http://www.gaudenzia.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 checked="" type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered. No narrative needed	

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Please complete Chart 2 for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3. Use this section to report on organizations involved in the direct delivery of services for client households. These elements address requirements in the Federal Financial Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

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

Project Sponsor Agency Name Cornerstone Community		N/A	
Name and Title of Contact at Project Sponsor Agency	Reginal McCall, Executive Director		
Email Address	reginald.mccall@gmail.com		
Business Address	4800 Arkansas Ave., NW		
City, County, State, Zip,	Washington, DC 20011		
Phone Number (with area code)	202-207-8339		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	260573434	Fax Number (with area code) 202-347-0520	
DUN & Bradstreet Number (DUNs):	826-025-889		
Congressional District of Project Sponsor's Business Address	DC At-Large		
Congressional District(s) of Primary Service Area(s)	DC At-Large		
City(ies) and County(ies) of Primary Service Area(s)	Cities: Washington	District of Columbia	
Total HOPWA contract amount for this Organization for the operating year	\$1,000,000.		
Organization's Website Address	http://www.dccornerstone.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 checked="" type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered. No narrative needed	

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Please complete Chart 2 for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3. Use this section to report on organizations involved in the direct delivery of services for client households. These elements address requirements in the Federal Financial Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

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

Project Sponsor Agency Name Homes for Hope		N/A	
Name and Title of Contact at Project Sponsor Agency	Dr. Veronica Jenkins, Executive Director		
Email Address	veronicajenkins@msn.com		
Business Address	3003 G Street, SE, Suite A		
City, County, State, Zip,	Washington, DC 20019		
Phone Number (with area code)	202-207-8339		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	27-0034814	Fax Number (with area code) 202-582-0522	
DUN & Bradstreet Number (DUNs):	141933860		
Congressional District of Project Sponsor's Business Address	DC At-Large		
Congressional District(s) of Primary Service Area(s)	DC At-Large		
City(ies) <u>and</u> County(ies) of Primary Service Area(s)	Cities: Washington	District of Columbia	
Total HOPWA contract amount for this Organization for the operating year	\$600,000.		
Organization's Website Address	http://www.homesforhopeinc.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 checked="" type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

3. Administrative Subrecipient Information

Use Chart 3 to provide the following information for each subrecipient with a contract/agreement of \$25,000 or greater that assists project sponsors to carry out their administrative services but no services directly to client households. Agreements include: grants, subgrants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders. (Organizations listed may have contracts with project sponsors) These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

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

Subrecipient Name	Greater Washington Urban League			Parent Company Name, if applicable
Name and Title of Contact at Subrecipient	George Lambert, President/CEO			
Email Address	glambert@gwul.org			
Business Address	2901 14 th Street, NW			
City, State, Zip, County	Washington	DC	20009	District of Columbia
Phone Number (with area code)	202-265-8200			Fax Number (include area code) 202-265-9878
Employer Identification Number (EIN) or Tax Identification Number (TIN)	53-0208981			
DUN & Bradstreet Number (DUNs):	072646755			
North American Industry Classification System (NAICS) Code	0			
Congressional District of Subrecipient's Business Address	MD			
Congressional District of Primary Service Area	MD-4, MD-5			
City (ies) and County (ies) of Primary Service Area(s)	Cities:			Counties: Prince George's, Charles and Calvert Counties
Total HOPWA Subcontract Amount of this Organization for the operating year	\$2,209,389			

Subrecipient Name	Northern Virginia Regional Commission			Parent Company Name, if applicable
Name and Title of Contact at Subrecipient	Julie Riddle, Contract Monitor			
Email Address	jriddle@novaregion.org			
Business Address	3040 Williams Drive, Suite 200			
City, State, Zip, County	Fairfax,	VA	22031	
Phone Number (with area code)	202-265-8200			Fax Number (include area code) 703-642-5077
Employer Identification Number (EIN) or Tax Identification Number (TIN)	54-0567355			
DUN & Bradstreet Number (DUNs):	12-402-0830			
North American Industry Classification System (NAICS) Code	0			
Congressional District of Subrecipient's Business Address	Virginia Congressional Districts 11			

Congressional District of Primary Service Area	Virginia Congressional Districts 1,8,10,11		
City (ies) and County (ies) of Primary Service Area(s)	Cities: Alexandria, Fairfax, Falls Church, Manassas, Manassas Park, & Fredericksburg	Counties: Counties Arlington, Clarke, Culpeper, Fairfax, Fauquier, Loudoun, Prince William, Rappahannock, Spotsylvania, Stafford & Warren	
Total HOPWA Subcontract Amount of this Organization for the operating year	\$2,735,498		
Organization's Website Address	http://www.novaregion.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 checked="" type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

2. Project Sponsor Information

Please complete Chart 2 for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3. Use this section to report on organizations involved in the direct delivery of services for client households. These elements address requirements in the Federal Financial Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

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

4. Program Subrecipient Information

Complete the following information for each subrecipient organization providing HOPWA-funded services to client households. These organizations would hold a contract/agreement with a project sponsor(s) to provide these services. For example, a subrecipient organization may receive funds from a project sponsor to provide nutritional services for clients residing within a HOPWA facility-based housing program. Please note that subrecipients who work directly with client households must provide performance data for the grantee to include in Parts 2-7 of the CAPER.

Note: Please see the definition of a subrecipient for more information.

Note: Types of contracts/agreements may include: grants, sub-grants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders.

Note: If any information is not applicable to the organization, please report N/A in the appropriate box. Do not leave boxes blank.

Sub-recipient Name	Arlington County Government Department of Human Services		Parent Company Name, if applicable	
Name and Title of Contact at Contractor/ Sub-contractor Agency	Titilayo Akodu, Housing Program Manager			
Email Address	takodu@arlingtonva.us			
Business Address	2100 Washington Blvd., 3 rd Floor			
City, County, State, Zip	Arlington	VA	22404	
Phone Number (include area code)	703-228-1456		Fax Number (include area code) 703-228-1042	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	54-6001123			
DUN & Bradstreet Number (DUNS)				
North American Industry Classification System (NAICS) Code				
Congressional District of the Sub-recipient's Business Address	N/A			

Congressional District(s) of Primary Service Area	N/A	
City(ies) <u>and</u> County(ies) of Primary Service Area	Cities:	Counties: Arlington
Total HOPWA Subcontract Amount of this Organization for the operating year	\$64,361 (awarded)	

Sub-recipient Name	FAHASS		Parent Company Name, <i>if applicable</i>	
Name <u>and</u> Title of Contact at Contractor/ Sub-contractor Agency	MaryBeth Benz, Executive Director			
Email Address	marybeth@fahass.org			
Business Address	4701 Market St.			
City, County, State, Zip	Fredericksburg		VA	22408
Phone Number (included area code)	540-907-4555		Fax Number (include area code) 540-371-8446	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	54-1644116			
DUN & Bradstreet Number (DUNs)	834428906			
North American Industry Classification System (NAICS) Code				
Congressional District of the Sub-recipient's Business Address	7 th VA Congressional District			
Congressional District(s) of Primary Service Area	1 ST & 7 TH VA Congressional Districts			
City(ies) <u>and</u> County(ies) of Primary Service Area	Cities: Fredericksburg		Counties: Culpeper, Fauquier, Rappahannock, Spotsylvania, Stafford	
Total HOPWA Subcontract Amount of this Organization for the operating year	\$238,937 (awarded)			

Sub-recipient Name	Northern Virginia Family Service		Parent Company Name, if applicable	
			N/A	
Name and Title of Contact at Contractor/ Sub-contractor Agency	Kathy Bridgeman			
Email Address	kbridgeman@nvfs.org			
Business Address	10455 White Granite Drive, Ste 100			
City, County, State, Zip	Oakton	VA	22124	
Phone Number (included area code)	571-748-2500		Fax Number (include area code)	
			571-748-2594	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	54-0791977			
DUN & Bradstreet Number (DUNs)	162818561			
North American Industry Classification System (NAICS) Code	6241			
Congressional District of the Sub-recipient's Business Address	8 th Congressional District in Virginia			
Congressional District(s) of Primary Service Area	1 st , 7 th , 8 th , 10 th , and 11 th Congressional District in Virginia			

City(ies) and County(ies) of Primary Service Area	Cities: Alexandria, Fairfax, Falls Church, Manassas, Manassas Park	Counties: Arlington, Clarke, Fairfax, Loudoun, Prince William, Warren
Total HOPWA Subcontract Amount of this Organization for the operating year	\$1,499,623 (awarded)	

Sub-recipient Name	Prince William County Office of Housing and Community Development		Parent Company Name, if applicable	
			N/A	
Name and Title of Contact at Contractor/ Sub-contractor Agency	Bill Lake, Director			
Email Address	blake@pwcgov.org			
Business Address	15941 Donald Curtis Drive, Ste 112			
City, County, State, Zip	Woodbridge	VA	22191	
Phone Number (included area code)	703-792-7539		Fax Number (include area code)	
			703-792-4386	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	54-6001531			
DUN & Bradstreet Number (DUNs)				
North American Industry Classification System (NAICS) Code				
Congressional District of the Sub-recipient’s Business Address	11 th Congressional District in Virginia			
Congressional District(s) of Primary Service Area	11 th Congressional District in Virginia			
City(ies) and County(ies) of Primary Service Area	Cities: Woodbridge, Lake Ridge, Dale City, Dumfries, Triangle, Manassas, Gainesville, Haymarket, and Bristow.		Counties: Prince William County.	
Total HOPWA Subcontract Amount of this Organization for the operating year	\$348,219			

Sub-recipient Name	Wesley Housing Development Corporation		Parent Company Name, if applicable	
Name and Title of Contact at Contractor/ Sub-contractor Agency	Darryl Leedom, Director of Resident Services			
Email Address	dleedom@whdc.org			
Business Address	5515 Cherokee Ave., Ste. 200			
City, County, State, Zip	Alexandria	Fairfax	VA	22312
Phone Number (included area code)	703-642-3830		Fax Number (include area code) 703-642-2319	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	51-0155779			
DUN & Bradstreet Number (DUNs)	184858249			
North American Industry Classification System (NAICS) Code				
Congressional District of the Sub-recipient’s Business Address	11 th			
Congressional District(s) of Primary Service Area	11th			
City(ies) and County(ies) of Primary Service Area	Cities: Fairfax		Counties: Fairfax	

Total HOPWA Subcontract Amount of this Organization for the operating year	\$73,062 (awarded)			
Sub-recipient Name	Homestretch, Inc.		Parent Company Name, if applicable	
Name and Title of Contact at Contractor/ Sub-contractor Agency	Brenda Wilks, Deputy Director			
Email Address				
Business Address	303 S. Maple Avenue, Ste. 400			
City, County, State, Zip	Falls Church		VA	22046
Phone Number (included area code)	703-237-2035		Fax Number (include area code)	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	54-1894391			
DUN & Bradstreet Number (DUNs)	132622510			
North American Industry Classification System (NAICS) Code				
Congressional District of the Sub-recipient's Business Address	8 ^h			
Congressional District(s) of Primary Service Area	8 th 10 th 11 th			
City(ies) and County(ies) of Primary Service Area	Cities: Falls Church, Fairfax City		Counties: Fairfax	
Total HOPWA Subcontract Amount of this Organization for the operating year	\$00.00			

See Note above in Project Sponsor Information for Northern Virginia Regional Commission

2. Project Sponsor Information

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Note: Please see the definitions for distinctions between project sponsor and subrecipient.

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

Project Sponsor Agency Name Community Networks, Inc	N/A			
Name and Title of Contact at Project Sponsor Agency	Glenda S. Helman, Executive Director			
Email Address	gia_ants@hotmail.com			
Business Address	309 West King Street			
City, County, State, Zip,	Martinsburg Berkley, West Virginia 25401			
Phone Number (with area code)	304-263-6614			
Employer Identification Number (EIN) or Tax Identification Number (TIN)	52-00662121		Fax Number (with area code) 304-263-9571	
DUN & Bradstreet Number (DUNs):	015900939			
Congressional District of Project Sponsor's Business Address	WV-2			
Congressional District(s) of Primary Service	WV-2			

Area(s)		
City(ies) and County(ies) of Primary Service Area(s)	Cities: All cities with in Jefferson County	Jefferson
Total HOPWA contract amount for this Organization for the operating year	\$79,498	
Organization's Website Address	http://www.	
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 checked="" type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.

5. Grantee Narrative and Performance Assessment

a. Grantee and Community Overview

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

Overview

The District of Columbia Department of Housing and Community Development (DHCD) is the Formula Grantee for the Housing Opportunity for Persons with AIDS (HOPWA) grant for the Washington, DC Eligible Metropolitan Statistical Area (EMSA). The mission of DHCD is to create and preserve opportunities for affordable housing and economic development and to revitalize underserved communities in the District of Columbia. HOPWA is administered by the HIV/AIDS, Hepatitis, STD & TB Administration (HAHSTA) of the Washington, District of Columbia.

DC Department of Health. The mission of HAHSTA is to prevent HIV/AIDS, STDs, Tuberculosis and Hepatitis, reduce transmission of the diseases and provide care and treatment to persons with the diseases. The goals of the HOPWA program are to reduce homelessness, minimize the risk of homelessness, increase housing stability and promote the general health and well-being of residents with HIV and their families.

The District of Columbia Department of Health (DOH), HIV/AIDS, Hepatitis, STD and TB Administration (HAHSTA) is in the process of redesigning the regional HOPWA program to focus on employment and education tracks to lead to greater housing independence and economic self-sufficiency. HAHSTA convened multiple consultation sessions with HOPWA sub-grantees, housing providers, HIV community providers, consumers and stakeholders to develop this workforce oriented approach. HAHSTA also examined other housing models, such as HUD funded SPNS projects, including Portland, Oregon. HAHSTA further engaged other District Government agencies, including the Department of Employment Services and Department of Human Services and new collaboration with The Community Partnership for the Prevention of Homelessness. To advance this focus for HOPWA programs, HAHSTA issued a new Request for Applications (RFA) to fund facility-based transitional programs that included an emphasis on permanent housing plans for clients with links to employment services. HAHSTA also worked with its HOPWA funded Housing Information and Referral Services provider Housing Counseling Services to facilitate workforce development sessions for clients. With non-HOPWA funds, HAHSTA initiated a new housing and employment demonstration project that provides time-limited rental assistance with workforce navigation services. HAHSTA intends to build on these initial actions to integrate this direction for clients receiving Tenant-Based Rental Assistance and other HOPWA funded services.

The District of Columbia Department of Health (DOH), HIV/AIDS, Hepatitis, STD and TB Administration (HAHSTA) partnered with the DC Department of Housing and Community Development (DHCD) to invest in capital projects for permanent supportive housing and transitional supportive housing for persons living with HIV/AIDS. HAHSTA envisions leveraging HOPWA funds with other capital housing funding sources, such as the

District's Housing Production Trust Fund, to increase affordable housing. HAHSTA contributed funding to three projects: Cornerstone Community (Permanent Supportive Housing), Jubilee Maycroft (Permanent Supportive Housing) and Homes for Hope (Transitional Supportive Housing). The projects will address the need for sustainable housing settings for persons with HIV on the high vulnerability scale. In this optimal approach, HAHSTA is able to invest upwards of a third of the cost for the rehabilitation of the housing unit and leverage two-thirds of other funding sources. Yet, the housing remains committed to persons with HIV for a minimum of 10 years. HAHSTA intends to engage community housing developers to advance other capital investments to address the affordable housing shortage in the District and metropolitan area.

The EMSA for the Washington DC Regional Metropolitan area includes the District of Columbia; portions of northern and northwest Virginia; three counties in suburban Maryland; and Jefferson County, West Virginia. The EMSA represents a subset of the CARE Act Part A eligible metropolitan area, also administered by HAHSTA. This puts HAHSTA in the unique position of administering housing programs across four states each operating within unique local housing and medical continuums of care.

HAHSTA directly administers funding and oversees services for residents of the District of Columbia; Prince George's, Charles and Calvert Counties and supports housing programs in each of the neighboring jurisdictions through individual service agreements.

Contacts for the HAHSTA program are as follows:

Michael Kharfen Senior Deputy Director HIV/AIDS, Hepatitis, STD & TB Administration Department of Health 899 North Capitol Street, NE 4 th Floor Washington, DC 20002 Phone: 202/671-4900 Fax: 202/671-4860 E-mail:michael.kharfen@dc.gov	Lawrence Frison Chief of Operations HIV/AIDS, Hepatitis, STD & TB Administration Department of Health 899 North Capitol Street, NE 4 th Floor Washington, DC 20002 Phone: 202/671-4812 Fax: 202/671-4860 E-mail:lawrence.frison@dc.gov	Anthony Fox Division Chief Capacity Building, Housing, and Community Partnerships HIV/AIDS, Hepatitis, STD, & TB Administration Department of Health 899 North Capitol Street, NE 4 th Floor Washington, DC 20002 Phone: 202/671-4937 Fax: 202/671-4860 E-mail:Anthony.fox@dc.gov
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The three neighboring jurisdictions administers their grant awards differently under the auspice of the following entities:

Northern and Northwest Virginia. A quasi-governmental organization, the Northern Virginia Regional Commission (NVRC), serves as the administrative agency for northern and northwest Virginia. The service area includes the counties of Arlington, Clarke, Fairfax, Fauquier, Loudoun, Prince William, Spotsylvania, Stafford, and Warren and the cities of Alexandria, Fairfax, Falls Church, Fredericksburg, Manassas, and Manassas Park, Rappahannock and Culpepper Counties.

Suburban Maryland. HAHSTA serves as the grantee and Greater Washington Urban League is the administrative agency who provides services to residents of Prince Georges, Calvert and Charles Counties.

Jefferson County, West Virginia. Community Networks, Inc. (CNI) serves the dual role of administrative agency and housing service provider for this region. CNI is located at 309 W. King St., Martinsburg, West Virginia in Berkley County.

The Northern Virginia Regional Commission (NVRC) is the administrative agent for the Housing for Persons with AIDS program (HOPWA) in Northern Virginia. NVRC is a council of local governments serving a number of localities that are a part of the Washington D.C. eligible metropolitan area. The Suburban Virginia service area consists of 17 cities/counties.

The Continuum of Care & HOPWA Funded Services

People in Virginia living with HIV/AIDS have a wide range of housing and related needs. Throughout his/her lifetime a person living with HIV/AIDS may need varying types of assistance from: one-time, periodic assistance paying rent or mortgage to an ongoing subsidy. The types of assistance identified as important for the Suburban Virginia HIV/AIDS housing continuum include housing information and referral, emergency housing assistance, transitional housing, permanent housing, specialized care facilities and supportive services. Because of the range of needs that people experience and because resources dedicated to serving people with HIV/AIDS are limited, funding within the Suburban Virginia continuum focuses on HIV/AIDS housing programs that are most in demand by PLWHAs.

Housing Information

NVRC's HIV Resources Project exists to help persons with HIV/AIDS and their caregivers in Suburban Virginia identify appropriate housing options and supportive services that will contribute to enhanced health outcomes and quality of life. Assistance is provided to PLWHAs who call for information and through the information provided on the HIV Resources Project website at www.novaregion.org/hiv. The website continues to increase in service and received over 26,000 "hits" during the reporting period with more than 9,000 unique visitors.

NVRC maintains the Regional HOPWA Waitlist for tenant-based rental assistance (TBRA) for Suburban Virginia. Waitlist applicants receive information and referral services to community resources and housing case management services. Currently 242 clients remain on the waitlist which was updated in January, 2015. Recipients are pulled from the waitlist based on time and date of application.

Short Term Rent, Mortgage and Utilities (STRMU)

The suburban Virginia STRMU program is used to prevent homelessness of an eligible person. Funds pay for rent, mortgage, or utilities for a period of up to 21 weeks in any 52 week period. Two organizations Fredericksburg Area HIV/AIDS Support Services (FAHASS) and Northern Virginia Family Service (NVFS) provide STRMU. The program served 12 households during the reporting period. Household served was lower due to a restriction on the program to only serve those in crisis due to a medical crisis. Based on feedback from providers, closure of the suburban Virginia HOPWA housing waitlist, and new policies from DC HAHST the parameters for the program are adjusted for the 2015-16 program year. Many more households are expected to qualify for assistance.

Transitional Housing (Stewardship Units)

Homestretch, a non-profit housing organization provides transitional housing to residents of Suburban Virginia. Several years ago, HOPWA funds purchased two condominium units to provide transitional housing to HOPWA-eligible families with dependent children. Homestretch provides a robust wraparound skills building program (case management, budgeting/savings/credit repair, job skills training, substance abuse treatment & mental health counseling, if indicated) to empower homeless families to return to stable housing and self-sufficiency. Two families were served in this program during the reporting period.

Tenant Based Rental Assistance (TBRA)

Arlington County Department of Human Services (Arlington County DHS), FAHASS, NVFS, and Prince William County Office of Housing and Community Development provide rental housing subsidies. One-hundred and twenty-seven (127) households were assisted with TBRA during the reporting period. Clients seeking TBRA must apply to be put on the regional waiting list, maintained by NVRC. The waitlist was closed indefinitely in January, 2015, based on guidance from the grantee and HUD technical assistance.

Permanent Housing Placement (PHP)

FAHASS and NVFS receive funding to assist eligible clients with security deposits and first month's rent. Twenty-one (21) households were served this year. The number of households served was reduced this year due to the lack of growth in the TBRA program.

Supportive Services

Arlington County DHS provides housing case management services to five (5) Arlington residents receiving the TBRA subsidy.

FAHASS receives funding for housing case management services to assist clients on the Regional HOPWA Waitlist, as well as referrals from other programs, in housing stabilization efforts. Fifty-seven (57) clients were served this year. FAHASS also receives referrals in-house from other HOPWA programs including STRMU and PHP.

Wesley Housing Development Corporation (Wesley Housing) developed, owns, and operates a HUD 811 project in Fairfax County exclusively for persons with HIV/AIDS. Agape House features eight one-bedroom and four two-bedroom units. Wesley Housing uses support services funding to underwrite a Resident Services Coordinator who plays a vital role in crisis intervention, service referral, and linkages to outside resources required by Agape House residents and those in the community in need of housing case management. Twenty-four (24) households were assisted.

NVFS receives funding for housing case management services to assist clients on the regional HOPWA Waitlist, as well as referrals from other programs, in housing stabilization efforts. Forty-three (43) clients were served this year. NVFS has made a priority of offering this assistance to a subset of its STRMU clients who seem to count on STRMU assistance more than is optimal.

Services supported among the four jurisdictions vary based on client need and availability of other sources of funding for housing and housing-related services. Administrative agents in each jurisdiction are responsible for working within their communities in conjunction with HAHSTA to implement HOPWA funding to augment the regional housing continuum. Services for each jurisdiction in fiscal year 2015 were:

	District of Columbia	Northern and Northwest Virginia	Suburban Maryland	Jefferson County, West Virginia
Tenant Based Rental Assistance (TBRA)	√	√	√	√
Permanent Housing Placement (PHP)	√	√	√	√
Facility Based Housing (FBH)	√			
Facility Operations		√		
Short-Term, Rent, Mortgage, and Utility Assistance (STRMU)	√	√	√	√
Housing Information and Referral Services: Intake, Assessment, and linkage services (HIRS)	√	√		
Support Services	√	√		√
Workforce Development	√			
Capital Projects	√			

Summary of Achievements

In FY2015, the District of Columbia made significant achievements in the implementation of HOPWA services despite a decrease in the local area Fair Market Rent (FMR) and a decrease in funding.

Priority #1: Improve Housing System Accessibility

- HAHSTA worked with project sponsors identified as single points of entry and single points of payment for STRMU and TBRA in an effort to streamline the system, ensure proper documentation of eligibility and referring clients to applicable services within the housing continuum of care.

- HAHSTA conducted numerous training sessions with Ryan White medical case managers to ensure that they had current information about entry into the HOPWA program and could be more successful in assisting clients.
- HAHSTA also conducted outreach with consumer groups to ensure that clients and client advocates received information about the application process and available housing resources.

Priority #2: Improve the Impact of Support Services

- In the District of Columbia HAHSTA administers both Ryan White and HOPWA funds. As a result, HAHSTA is in a unique position to coordinate HOPWA and Ryan White support services. In FY 2011, HOPWA staff participated in the development of guidance for Ryan White medical case managers. Consequently, housing needs assessments and planning are included in the comprehensive client acuity scale and treatment plan utilized by Ryan White medical case managers. In FY 2013, HAHSTA continued a series of monthly in-services for HOPWA providers. These in-services featured speakers from the HAHSTA contractor from CD Experts, Baron Bell, to improve the reporting requirements of HOPWA providers.
- Grant agreements were developed for FY 2013 and on-going, started requiring that programs fully implement supportive services through HOPWA funding or leveraged linkages.
- In Virginia and West Virginia housing case management continued to be funded with HOPWA funds and was made available to clients with housing needs.

Priority #3: Increase Housing Stability, Including Increasing Capacity to Implement Objective Measures of Housing Stability

- HAHSTA began collaboration with the HMIS provider on software that will allow the program to capture client-level and provider level data. HAHSTA worked with staff to develop indicators that would better measure housing stability and the impact of the HOPWA program on client health outcomes.
- HAHSTA continued to increase its focus on data collection and measures. Project Sponsors are required to submit as part of the monthly report housing quality measures designed to capture the program's ability to successfully move a client toward housing stability.

Priority #4: Increase the Number of Slots for Tenant-Based and Facility-Based Rental Assistance

- The HOPWA program successfully increased the number of housing assistance slots available, while the amount of unmet need for long-term housing assistance remains.
- The EMSA supported 597 households with TBRA, 144 households with Facility Based Housing, and 19 Permanent Housing assistance.
- Despite the increase in the number of permanent housing slots available for low-income people, HIV positive individuals and families, there continues to be more need for housing services than available resources. The District of Columbia still experienced high unemployment compared to the national average. As a result, many residents continued to seek assistance from HOPWA as well as other housing continuums of care. Waitlists for long-term subsidy assistance continued to increase in all local long-term housing programs.

Priority #5: Identify and Utilize the Full Range of Support for Housing Programs by Expanding Routine Interactions with Entities Associated with Other Housing Programs.

- The District of Columbia continued to expand collaborations locally to ensure access to the full range of housing supports for HOPWA eligible households.

With the support of executive leadership HAHSTA engaged in collaborations with the DHCD, Department of Mental Health (DMH) and Department of Human Services (DHS) and The Community Partnership (TCP) to explore opportunities to improve the collaboration among providers. As a result HAHSTA is working with these organizations to analyze the overlap among our client populations to get a true picture of unmet needs in the District as well as to ensure better use of available resources.

b. Annual Performance under the Action Plan

Provide a narrative addressing each of the following four items:

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

**Distribution of HOPWA across the Washington DC EMSA
*HIV/AIDS, Hepatitis, STD & TB Administration (HAHSTA)***

The District of Columbia Department of Housing and Community Development (DHCD) is the HOPWA Formula Grantee for the Washington, DC EMSA. The District's Department of Health, HIV/AIDS, Hepatitis, STD & TB Administration (HAHSTA) is the agency within the District of Columbia responsible for the fiscal and programmatic administration and oversight of the HOPWA award. In FY 2015, the HOPWA program in the Washington DC EMSA spent \$11,660,173.51 in support of housing services. In conjunction with community partners HAHSTA maximized the fiscal accountability and implementation of HOPWA program to address the increased needs of clients. Although HAHSTA expects to continue to fully expend HOPWA funds in the EMSA, the needs of residents continue to outstrip available resources.

HAHSTA is responsible for distribution of HOPWA funds to the jurisdictions. HAHSTA distributes these funds to each jurisdiction based on cumulative AIDS case rates, the impact of distribution on overall housing stability within the EMSA; and each jurisdiction's ability to expend the allocation in previous years. HAHSTA contracts out with sub-recipients in each of the Suburban Jurisdictions comprised in the EMSA. The sub-recipients, in turn will sub-contract with local service providers based on the community needs and in conjunction with statewide housing Action Plans applicable to the region. The distribution to each jurisdiction was as follows:

Distribution of HOPWA Funds in the Washington, D.C., EMSA (October 2015 – September 30, 2016)

HOPWA Program Year 15 (2014-2015)					
	Proportion of AIDS Cases	Program	7% Project Sponsor	3% Administration	Subtotal
Washington DC	55%	5,526,823	429,864	250,508	6,207,195
Northern Virginia	24.5%	2,461,948	191,485	82,065	2,735,498
Suburban Maryland	19.8%	2,054,732	154,657		2,209,389
West Virginia	0.0007%	73,933	5,565	-	79,498
Total	100.0%	10,117,436	781,571	332,573	11,231,580

*HAHSTA overall award for FY23 is 11,165,299. This total amount represents an overage of \$66,281. HAHSTA held West Virginia harmless by providing level funding so that WV could continue to maximize services within Jefferson County.

The basis for the administration of the HOPWA program is coordination of the five-year Consolidated Housing Plan, the Annual Action Plan, and the Consolidated Annual Performance and Evaluation Report (CAPER). HAHSTA provides overall leadership in the development and implementation of these planning tools. Working with the administrative agents, HAHSTA sets EMSA wide programmatic and fiscal goals; provides technical assistance to the administrative agents and project sponsors EMSA wide; ensures that the system of housing care EMSA wide meets legislative requirements; and collaborates with the US Department of Housing and Urban Development (HUD). HAHSTA monitors the administrative agents for programmatic and fiscal compliance by reviewing quarterly programmatic reports, conducting annual site visits, and providing technical assistance as needed.

In the District of Columbia, Clients enter into the system through a single point of entry program called the Metropolitan Housing Access Program (MHAP). Clients can go to MHAP directly to apply for housing assistance or submit applications through a Ryan White Medical Case Managers. The MHAP program ensures that clients are properly assessed for eligibility, linked to appropriate supportive services, and receive referrals to all available programs, including those supported by non-HOPWA funds. The HOPWA Program in Suburban Maryland comprises services to Prince George's, Calvert, and Charles Counties. Maryland sub-contracts out with 2 project sponsors to deliver services.

In the District, HAHSTA monitors these programs both fiscally and programmatically to ensure coordination within the overall housing continuum of care, efficiency in service delivery, and compliance with federal and local regulations. This is done through both remote and on-sight monitoring.

HOPWA programs in Suburban Maryland are operated in collaboration with a broader continuum of care that helps clients to meet their daily needs for housing, mental health, substance abuse and other supportive services. The priorities and allocations of the Suburban Maryland region correlate with those of the Washington, D.C. Eligible Metropolitan Area.

Clients in Suburban Maryland also enter into the system through the MHAP. This ensures that clients are properly assessed for eligibility, linked to supportive services, and referred to the full housing continuum of care.

Workforce Development

The District of Columbia Department of Health (DOH), HIV/AIDS, Hepatitis, STD and TB Administration (HAHSTA) is in the process of redesigning the regional HOPWA program to focus on employment and education tracks to lead to greater housing independence and economic self-sufficiency. HAHSTA convened multiple consultation sessions with HOPWA sub-grantees, housing providers, HIV community providers, consumers and stakeholders to develop this workforce oriented approach. HAHSTA also examined other housing models, such as HUD funded SPNS projects, including Portland, Oregon. HAHSTA further engaged other District Government agencies, including the Department of Employment Services and Department of Human Services and new collaboration with The Community Partnership for the Prevention of Homelessness. To advance this focus for HOPWA programs, HAHSTA issued a new Request for Applications (RFA) to fund facility-based transitional programs that included an emphasis on permanent housing plans for clients with links to employment services. HAHSTA also worked with its HOPWA funded Housing Information and Referral Services provider Housing Counseling Services to facilitate workforce development sessions for clients. With non-HOPWA funds, HAHSTA initiated a new housing and employment demonstration project that provides time-limited rental assistance with workforce navigation services. HAHSTA intends to build on these initial actions to integrate this direction for clients receiving Tenant-Based Rental Assistance and other HOPWA funded services.

Capital Projects

The District of Columbia Department of Health (DOH), HIV/AIDS, Hepatitis, STD and TB Administration (HAHSTA) partnered with the DC Department of Housing and Community Development (DHCD) to invest in capital projects for permanent supportive housing and transitional supportive housing for persons living with HIV/AIDS. HAHSTA envisions leveraging HOPWA funds with other capital housing funding sources, such as the District's Housing Production Trust Fund, to increase affordable housing. HAHSTA contributed funding to three projects: Cornerstone Community (Permanent Supportive Housing), Jubilee Maycroft (Permanent Supportive Housing) and Homes for Hope (Transitional Supportive Housing). The projects will address the need for sustainable housing settings for persons with HIV on the high vulnerability scale. In this optimal approach, HAHSTA is able to invest upwards of a third of the cost for the rehabilitation of the housing unit and leverage two-thirds of other funding sources. Yet, the housing remains committed to persons with HIV for a minimum of 10 years. HAHSTA intends to engage community housing developers to advance other capital investments to address the affordable housing shortage in the District and metropolitan area.

The basis for the administration of the HOPWA program is coordination of the five-year Consolidated Housing Plan, the Annual Action Plan, and the Consolidated Annual Performance and Evaluation Report (CAPER). HAHSTA provides overall leadership in the development and implementation of these planning tools. Working with the administrative agents, HAHSTA sets EMSA wide programmatic and fiscal goals; provides technical assistance to the administrative agents and project sponsors EMSA wide; ensures that the system of housing care EMSA wide meets legislative requirements; and collaborates with the US Department of Housing and Urban Development (HUD). HAHSTA monitors the administrative agents for programmatic and fiscal compliance by reviewing quarterly programmatic reports, conducting annual site visits, and providing technical assistance as needed.

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In the District, HAHSTA monitors these programs both fiscally and programmatically to ensure coordination within the overall housing continuum of care, efficiency in service delivery, and compliance with federal and local regulations. This is done through both remote and on-sight monitoring.

HOPWA programs in Suburban Maryland are operated in collaboration with a broader continuum of care that helps clients to meet their daily needs for housing, mental health, substance abuse and other supportive services. The priorities and allocations of the Suburban Maryland region correlate with those of the Washington, D.C. Eligible Metropolitan Area.

Clients in Suburban Maryland also enter into the system through the MHAP. This ensures that clients are properly assessed for eligibility, linked to supportive services, and referred to the full housing continuum of care.

Northern Virginia Regional Commission (NVRC). The Northern and Northwest Virginia portion of the EMSA serves the counties of Arlington, Clarke, Fairfax, Fauquier, Loudoun, Prince William, Spotsylvania, Stafford, Rappahannock, Culpepper, and Warren and the cities of Alexandria, Fairfax, Falls Church, Fredericksburg, Manassas, and Manassas Park. Northern Virginia includes urban, suburban and rural areas. NVRC contracts out with vendors regionally who are adept at providing services in this large and diverse service area. NVRC funded several sub-grants to community-based organizations and local housing authorities.

Because of the range of needs that people experience and because resources dedicated to serving people with HIV/AIDS are limited, funding within the Suburban Virginia continuum focuses on HIV/AIDS housing programs that are most in demand by people living with HIV/AIDS (PLWH). In addition to those tabled above, these included NVRC's HIV Resources Project exists to help persons with HIV/AIDS and their caregivers in Suburban Virginia identify appropriate housing options and supportive services that contribute to enhanced health outcomes and quality of life. Assistance is provided to PLWHs who call for information and through the information provided on the HIV Resources Project website at www.novaregion.org/hiv.

Clients in Northern Virginia enter into the HOPWA system of care by referral from Ryan White medical case managers, directly through individual project sponsors or through the HIV Resource Project.

West Virginia: Community Networks, INC (CNI). The Community Networks, INC (CNI) is the project sponsor for services to residents of Jefferson County, West Virginia, and does not serve as an administrative agent. Services provided through CNI are tabled above.

Accomplishments in FY 2016

Households moved off the TBRA waiting list. In FY 2016, HASTA closed the long-term TBRA waiting list due to families not moving and are living longer healthier lives. HAHSTA focused its program design to increase workforce development so clients to move to self-sufficiency.

Increased regulatory compliance through policies and procedures. In collaboration with HUD, the Executive Office, and the City Council, HAHSTA developed policies and procedures that strengthened regulatory compliance that improved the District's ability to work with HUD to improve the program. The process included collaboration with the multiple government bureaus and agencies responsible for the administration of the HOPWA program including those bureaus within HAHSTA and those within the District's Office of the Chief Financial Officer (OCFO). This collaboration improved the fiscal operation of the HOPWA program. HAHSTA continues to work to educate project sponsors and sub recipients about HUD and HOPWA regulations, as well as to provide technical assistance. HAHSTA entered an agreement with our sister agency, Office of Administrative Hearings (OAH), so that clients can have a fair and unbiased hearing within the District's Court System to present their case around housing compliance.

Throughout the year, HAHSTA continued to strengthen the single point of entry and single point of payment to ensure that the process worked smoothly and to ensure that the programs who serve the most number of households best complied with regulations. This included review of the client application formats, increased monitoring of documentation, and utilizing best consumer practices.

June 2013 HAHSTA issued a RFA to implement services to prevent or reduce homelessness among people with HIV/AIDS and their families, and to assist them in obtaining or maintaining residency in stable housing. A secondary goal of the RFA was to improve health outcomes through stabilizing housing.

2. Outcomes Assessed. Assess your program's success in enabling HOPWA beneficiaries to establish and/or better maintain a stable living environment in housing that is safe, decent, and sanitary, and improve access to care. Compare current year results to baseline results for clients. Describe how program activities/projects contributed to meeting stated goals. If program did not achieve expected targets, please describe how your program plans to address challenges in program implementation and the steps currently being taken to achieve goals in next operating year. If your program exceeded program targets, please describe strategies the program utilized and how those contributed to program successes.

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

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

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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.

Extreme Affordability Gap, High Cost Burden, and Lack of Affordable Housing

In the EMSA the 2012 Fair Market Rent (FMR) for a one-bedroom unit was \$1,328. According to the National Low-Income Housing Coalition publication *Out of Reach 2010* by Keith E. Wardrip, Danilo Pelletiere, and Sheila Crowley, a household in the Washington DC EMSA must earn \$4,427 monthly or \$53,120 annually to rent a one-bedroom unit at FMR and remain within the federal affordability estimate (30% of income spent on housing).

To achieve this "housing affordability wage" and assuming a 40-hour work week, 52 weeks per year, this level of income requires a wage of \$25.54 per hour or more than three times the minimum wage for the District of Columbia (\$8.25 per hour).

HOPWA utilization data for the region indicates that nearly 95% of the consumers had incomes below 30% of Area Median Income.

The monthly Supplemental Security Income (SSI) payment for an individual was \$710.00 in District of Columbia in 2012. If SSI is an individual's sole source of income, a maximum of \$212 in monthly rent is "affordable."

According to the February 2010 study by the DC Fiscal Policy Institute (DCFPI) entitled *Nowhere to Go: As DC Housing Costs Rise, Residents Are Left With Fewer Affordable Housing Options*, nearly 80% of all households that earned less than 30% of AMI in the District of Columbia in 2007 experienced a cost burden defined as spending at least 30% of their income on housing costs. According to the National Alliance to End Homelessness this cost burden was above the national average of 74% for 2007.¹ Additionally, nearly 64% of households earning less than 30% AMI qualified as having extreme cost burden defined as spending more than 50% of the household income on rent and utility costs.²

Across the EMSA there is limited availability of affordable housing options outside of those supported by housing subsidy programs like HOPWA and the Housing Choice Voucher Program. In the District of Columbia, according to the DCFPI report, the number of rental units considered affordable for families living at or below 30% of the AMI (\$750 per month) has decreased from 69,000 in 2000 to 45,000 in 2007. Additionally, the number of homes valued at or below \$250,000 fell from 58,000 in 2000 to 27,000 in 2007.

According to *Housing in the Nation's Capital*, reductions in affordable housing stock applied to the entire EMSA. Several counties within the EMSA had foreclosure rates surpassing the national average of 2.7%: Prince George's County 5.2%, Charles County 3.9% and Prince William 3.7%.³ In West Virginia, Jefferson County only has three rental complexes that either offer their own subsidized housing or accept Housing Choice Vouchers, but these complexes have a long waiting list.

HOPWA eligible clients in Northern Virginia have difficulty finding housing that is affordable. Northern Virginia is an affluent area -- the cost of rental properties is high and approval standards are stringent. Most HOPWA clients have insufficient incomes, many on SSI/SSDI, to qualify for many available rentals. Clients are turned down for various reasons, such as not meeting income requirements or having poor credit. Many landlords/large apartment complexes are not willing to work with the HOPWA programs.

¹ *Affordable Housing Shortage*. "Fact Checker: Accurate Statistics on Homelessness". National Alliance to End Homelessness, September 2007. Downloaded Feb. 17, 2010. <http://www.endhomelessness.org/content/article/detail/1658>.

² *Nowhere to Go: As DC Housing Costs Rise, Residents Are Left with Fewer Affordable Housing Options*. DC Fiscal Policy Institute, Feb. 5, 2010, pg 8.

³ Pettit, K., Hendey, L., Kingsley, G, et. al. *Housing in the Nation's Capital 2009* The Urban Institute. Washington D.C. Downloaded Feb. 19, 2010. <http://www.nvaha.org/pdfs/housingnationscapital09.pdf>

To address this issue in Virginia HOPWA case managers have reached out to landlords to educate them on the benefits of participating in the HOPWA program. Case managers have compiled a list of rental properties that have accepted HOPWA clients in the past, as well as information resources regarding housing options for new clients. The HIV Resources Project also features a number of affordable housing resource lists and search engines. The goal is to provide as much information regarding affordable housing opportunities so that client can secure housing and stabilize their health.

Inadequate Resources to Meet the Needs of all Eligible Residents

Federal funding has not kept pace with the HIV epidemic in the Washington DC EMSA. HOPWA in the Washington DC EMSA has experienced prolonged client usage in long-term programming, decreased client turnover, and a lack of capacity across other HUD funded programs to accommodate clients. This is especially impactful for the EMSA given the affordability gap, cost burden and lack of housing stock for the region. The lack of affordable housing options below the FMR for low-income PLWHA means that many individuals cannot sustain housing without long-term subsidy support. Additionally, other programs funded by local or federal dollars such as the Housing Choice Voucher program experienced long wait lists with little capacity for new clients. So few PLWHA are able to move from TBRA to more permanent housing programs.

As a result in September 2015, the waiting list for TBRA services, expanded to include 1239 people in the District, 242 in Virginia, and 211 in Maryland.

As a result of the TBRA wait list, all other HOPWA programs experienced increased use and a lack of options for moving people into long-term support programs. Transitional and emergency housing programs had trouble moving clients into more permanent programming; and despite the availability of additional emergency dollars the STRMU program spent 90% of the allocated dollars in the EMSA and served 134 households. HOPWA funding to assist clients in the Washington EMSA has not increased proportionately for HAHSTA to meet the needs of the residents of the EMSA.

Because high cost of housing in the District, it is increasingly difficult for clients to find affordable housing and maintain self-sufficiency. Although the current FMR more accurately reflects the costs of available housing for many clients in the EMSA and it appears to show a slight decrease in the median cost it still reflects an amount that is out of reach for the population served by the HOPWA program.

Administrative Cost and Complexity

The Washington DC EMSA covers a large area and incorporates parts of four different states with four distinct housing continua of care. Administering the program in this broad area causes multiple challenges for service delivery. First, the continuum of care in each jurisdiction is different and requires a different set of HOPWA services to address those needs and to ensure parity across the EMSA. Additionally, each sub recipient has different capacity to implement and address those needs. For all of the sub recipients this often means coordinating multiple government entities within their portion of the EMSA in systems where HIV housing may not be a priority. HAHSTA has been working both with the service providers in the District and the sub recipients in the jurisdictions to improve the service delivery system. In addition, the complicated data collection mechanisms required to meet HOPWA guidelines becomes much more challenging to administer across jurisdictions. This requires an increased level of coordination for both HAHSTA and the sub recipients in the jurisdictions and can be confusing for Project Sponsors. This high level of coordination becomes even more challenging when operating on the limited administration support budget that HOPWA allows. Finally, ensuring that programming in this environment meets high quality standards across every jurisdiction is difficult without a set of HUD defined uniform set of quality indicators.

Complexity and Acuity of Client Needs

Clients in the EMSA face a number of barriers in achieving self-sufficiency including extreme poverty, lack of affordable housing options, language and cultural barriers, and systemic barriers such as poor credit. These issues

often require the coordination of several systems including medical systems; employment rehabilitation services; support services such as substance abuse treatment and mental health services; and non-HOPWA funded housing programs such as the Housing Choice Voucher Program. The need for these services is more pronounced as a result of the down turn in the economy. Without the coordination of these systems, clients are at risk for cycling in-and-out of homelessness and continual dependence on governmental systems for stability. This is due not only to lack of funding to create more dynamic systems but also to the level of technical knowledge providers and administrators must possess to adequately address needs and support clients.

Currently the EMSA has a wide array of transitional and emergency housing programs through HOPWA, Shelter Plus Care, and Emergency Shelter Grants. However, the length of time allotted for clients in short-term programming and the lack of long-term supportive programming cause clients to cycle in and out of homelessness. The lack of exit strategies available for clients into long-term supportive housing often mean that clients leaving transitional housing programs also face an upheaval to their support structures.

Other – Documentation Burden

The HOPWA program requires a large amount of assessment data and supporting documentation from clients. Gathering this documentation requires information from clients who are already under a tremendous amount of stress and pressure; it also requires a number of HOPWA and non-HOPWA providers to understand the requirements and work with clients to gather documentation. This burden oftentimes serves as a barrier to helping clients and gathering valid data.

Across the EMSA, STRMU has often struggled to get clients, landlords, and case workers to return documentation required to process cases in a timely manner. This issue prolongs the application process and causes stress for all participating parties. In Northern Virginia, the STRMU project sponsor has added staff to the HOPWA program to proactively pursue required documentation but continues to experience delays and requests going unfilled based on insufficient documentation of STRMU eligible need. In the District of Columbia, the grantee conducted numerous trainings with Ryan White case managers to ensure that staff completing applications is better trained on the process.

The Washington DC EMSA notes the following trends.

Economic downturn continues to negatively impact HIV community.

In the Washington, D.C. EMSA, despite increased availability of slots due to both better forecasting of the rental costs associated with the TBRA program and through leveraged slots in the Housing Choice Voucher Program, the waiting list for permanent housing slots continued to increase.

In Northern Virginia, the sub recipient, NVRC, anticipated that the economic downturn would require significantly more money in STRMU. In fact, the STRMU program in Northern Virginia experienced increased usage; however, the expenditures did not match sub recipient forecasts. As in the District, in Virginia this appears to have been the result of the availability of HPRP money for emergency support.

In Virginia, the economic downturn has had a dramatic effect on the HOPWA eligible population. Some PLWHA who were doubled up with friends and family are being asked to leave because of changes in the hosting household's financial situation. As a result, the HOPWA wait list for TBRA continued to grow. Local homeless shelters saw an increase in requests for assistance. The availability of affordable housing units continued to contract in the region as families throughout the community had to downsize housing, i.e. people who had been homeowners, but have been through foreclosure are competing with HOPWA clients for a limited supply of more affordable rental housing.

Funding formula does not adequately measure housing needs for the Washington DC EMSA

The HUD calculation for Formula Grantees (cumulative AIDS cases) does not accurately depict the funding needs of a metropolitan area with a modern epidemic. Utilizing cumulative AIDS cases as the method for distributing the HOPWA formula grant does not take into account the increasing number of HIV positive individuals needing

assistance as well; those HIV positive clients currently being supported by the HOPWA program; or the relatively recent and dramatic increase in HIV experienced throughout the Washington DC

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.

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

d. Unmet Housing Needs: An Assessment of Unmet Housing Needs

In Chart 1, provide an assessment of the number of HOPWA-eligible households that require HOPWA housing subsidy assistance but are not currently served by any HOPWA-funded housing subsidy assistance in this service area.

In Row 1, report the total unmet need of the geographical service area, as reported in *Unmet Needs for Persons with HIV/AIDS*, Chart 1B of the Consolidated or Annual Plan(s), or as reported under HOPWA worksheet in the Needs Workbook of the Consolidated Planning Management Process (CPMP) tool.

Note: Report most current data available, through Consolidated or Annual Plan(s), and account for local housing issues, or changes in HIV/AIDS cases, by using combination of one or more of the sources in Chart 2.

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If data is collected on the type of housing that is needed in Rows a. through c., enter the number of HOPWA-eligible households by type of housing subsidy assistance needed. For an approximate breakdown of overall unmet need by type of housing subsidy assistance refer to the Consolidated or Annual Plan (s), CPMP tool or local distribution of funds. Do not include clients who are already receiving HOPWA-funded housing subsidy assistance.

Refer to Chart 2, and check all sources consulted to calculate unmet need. Reference any data from neighboring states' or municipalities' Consolidated Plan or other planning efforts that informed the assessment of Unmet Need in your service area.

Note: In order to ensure that the unmet need assessment for the region is comprehensive, HOPWA formula grantees should include those unmet needs assessed by HOPWA competitive grantees operating within the service area.

1. Planning Estimate of Area's Unmet Needs for HOPWA-Eligible Households

1. Total number of households that have unmet housing subsidy assistance need.	1559
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<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	

2. From the total reported in Row 1, identify the number of households with unmet housing needs by type of housing subsidy assistance:	1239
a. Tenant-Based Rental Assistance (TBRA)	
b. Short-Term Rent, Mortgage and Utility payments (STRMU)	320
<ul style="list-style-type: none"> • Assistance with rental costs • Assistance with mortgage payments • Assistance with utility costs. 	182 55 83
c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities	

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

X	= Data as reported in the area Consolidated Plan, e.g. Table 1B, CPMP charts, and related narratives
	= Data established by area HIV/AIDS housing planning and coordination efforts, e.g. Continuum of Care
	= Data from client information provided in Homeless Management Information Systems (HMIS)
X	= Data from project sponsors or housing providers, including waiting lists for assistance or other assessments on need including those completed by HOPWA competitive grantees operating in the region.
	= Data from prisons or jails on persons being discharged with HIV/AIDS, if mandatory testing is conducted
	= Data from local Ryan White Planning Councils or reported in CARE Act Data Reports, e.g. number of clients with permanent housing
	= Data collected for HIV/AIDS surveillance reporting or other health assessments, e.g. local health department or CDC surveillance data

End of PART 1

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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	\$0		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Ryan White-Other	\$207,454	Support Services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Housing Choice Voucher Program	\$0		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Low Income Housing Tax Credit	\$0		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
HOME	\$0		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Shelter Plus Care	\$0		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Emergency Solutions Grant	\$0		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public: West Virginia Consortium	\$2,575	Transport/Meals	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public:	\$0		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:	\$0		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:	\$0		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:	\$0		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Private Funding			
Grants	\$3,060	Food Pantry	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
In-kind Resources	\$0		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private:	\$575,372	Housing	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private:	\$282,619	Supportive Services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Funding			
Grantee/Project Sponsor/Subrecipient (Agency) Cash	\$0		<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Resident Rent Payments by Client to Private Landlord	\$1,516,837		
TOTAL (Sum of all Rows)	\$2,587,917		

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)	\$60,295.00
2.	Resident Rent Payments made directly to HOPWA Program	\$80,298
3.	Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)	\$140,593

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	\$140,593
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	
3.	Total Program Income Expended (Sum of Rows 1 and 2)	\$140,593

End of PART 2

PART 3: Accomplishment Data Planned Goal and Actual Outputs

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

Note: The total households assisted with HOPWA funds and reported in PART 3 of the CAPER should be the same as reported in the annual year-end IDIS data, and goals reported should be consistent with the Annual Plan information. Any discrepancies or deviations should be explained in the narrative section of PART 1.

1. HOPWA Performance Planned Goal and Actual Outputs

	HOPWA Performance Planned Goal and Actual	[1] Output: Households				[2] Output: Funding	
		HOPWA Assistance		Leveraged Households		HOPWA Funds	
		a.	b.	c.	d.	e.	f.
		Goal	Actual	Goal	Actual	HOPWA Budget	HOPWA Actual
	HOPWA Housing Subsidy Assistance	[1] Output: Households				[2] Output: Funding	
1.	Tenant-Based Rental Assistance	612	597		5	\$10,108,665	\$7,722,092
2a.	Permanent Housing Facilities: Received Operating Subsidies/Leased units (Households Served)	45	19		0	\$150,000	\$151,592
2b.	Transitional/Short-term Facilities: Received Operating Subsidies/Leased units (Households Served) (Households Served)	205	138		47	\$1,267,059	\$1,242,280
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	412	134		0	\$631,480	\$517,698
5.	Permanent Housing Placement Services	120	32		0	96,803	\$32,699
6.	Adjustments for duplication (subtract)		-26				
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)	1394	894		52	12,254,007	9,666,361
	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)		12		12	1,000,000	\$1,110,566
9.	Stewardship Units subject to 3 or 10 year use agreements						
10.	Total Housing Developed (Sum of Rows 8 & 9)		12		12	1,000,000	\$1,110,566
	Supportive Services	[1] Output Households				[2] Output: Funding	
11a.	Supportive Services provided by project sponsors/subrecipient that also delivered HOPWA housing subsidy assistance	225	286			450,100	\$359,280
11b.	Supportive Services provided by project sponsors/subrecipient that only provided supportive services.	107	24			80,000	\$72,675
12.	Adjustment for duplication (subtract)						
13.	Total Supportive Services (Columns a. – d. equal the sum of Rows 11 a. & b. minus Row 12; Columns e. and f. equal the sum of Rows 11a. & 11b.)	332	310			530,100	\$431,955
	Housing Information Services	[1] Output Households				[2] Output: Funding	
14.	Housing Information Services	10,000	10,971			545,906	\$502,506
15.	Total Housing Information Services	10,000	10,971			545,906	\$502,506
	Grant Administration and Other Activities	[1] Output Households				[2] Output: Funding	

16.	Resource Identification to establish, coordinate and develop housing assistance resources					0	0
17.	Technical Assistance (if approved in grant agreement)					0	0
18.	Grantee Administration (maximum 3% of total HOPWA grant)					\$400,000	\$328,828
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					751,292	\$692,604
20.	Total Grant Administration and Other Activities (Sum of Rows 16 – 19)					1,151,292	1,021,432
Total Expended						[2] Outputs: HOPWA Funds Expended	
						Budget	Actual
21.	Total Expenditures for program year (Sum of Rows 7, 10, 13, 15, and 20)					15,481,305	12,732,820

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	18	\$12,835.00
2.	Alcohol and drug abuse services	21	\$6,729
3.	Case management	229	\$271,194
4.	Child care and other child services	0	0
5.	Education	0	0
6.	Employment assistance and training	0	0
7.	Health/medical/intensive care services, if approved Note: Client records must conform with 24 CFR §574.310	19	\$13,548.00
8.	Legal services	0	0
9.	Life skills management (outside of case management)	8	\$3,991
10.	Meals/nutritional services	99	\$24,282
11.	Mental health services	0	0
12.	Outreach	0	0
13.	Transportation	111	\$26,447
14.	Other Activity (if approved in grant agreement). Specify:	99	72,929
15.	Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)	604	
16.	Adjustment for Duplication (subtract)	294	
17.	TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)	310	\$431,955

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 <u>Households</u> Served	[2] Output: Total HOPWA Funds Expended on STRMU during Operating Year
a.	Total Short-term mortgage, rent and/or utility (STRMU) assistance	134	\$517,698.00
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.	7	\$24,361.77
c.	Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs.	3	\$3,148.74
d.	Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.	112	\$391,335.73
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.	7	\$20,652.80
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.	5	\$3,278.17
g.	Direct program delivery costs (e.g., program operations staff time)		\$74,920.79

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	597	559	1 Emergency Shelter/Streets		Unstable Arrangements
			2 Temporary Housing		Temporarily Stable, with Reduced Risk of Homelessness
			3 Private Housing	16	Stable/Permanent Housing (PH)
			4 Other HOPWA	1	
			5 Other Subsidy	3	
			6 Institution		
			7 Jail/Prison		Unstable Arrangements
			8 Disconnected/Unknown	8	
			9 Death	10	Life Event
Permanent Supportive Housing Facilities/ Units	19	6	1 Emergency Shelter/Streets		Unstable Arrangements
			2 Temporary Housing		Temporarily Stable, with Reduced Risk of Homelessness
			3 Private Housing	6	Stable/Permanent Housing (PH)
			4 Other HOPWA	1	
			5 Other Subsidy		
			6 Institution	1	
			7 Jail/Prison		Unstable Arrangements
			8 Disconnected/Unknown		
			9 Death	5	Life Event

B. Transitional Housing Assistance

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
Transitional/ Short-Term Housing Facilities/ Units	138	48	1 Emergency Shelter/Streets	1	Unstable Arrangements
			2 Temporary Housing	4	Temporarily Stable with Reduced Risk of Homelessness
			3 Private Housing	6	Stable/Permanent Housing (PH)
			4 Other HOPWA	23	
			5 Other Subsidy	19	
			6 Institution	4	
			7 Jail/Prison	0	Unstable Arrangements

		8 Disconnected/unknown	33	
		9 Death	0	Life Event
B1: Total number of households receiving transitional/short-term housing assistance whose tenure exceeded 24 months		5		

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

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

In Column [2], identify the outcomes of the households reported in Column [1] either at the time that they were known to have left the STRMU program or through the project sponsor or subrecipient's best assessment for stability at the end of the operating year.

Information in Column [3] provides a description of housing outcomes; therefore, data is not required.

At the bottom of the chart:

- In Row 1a., report those households that received STRMU assistance during the operating year of this report, and the prior operating year.
- In Row 1b., report those households that received STRMU assistance during the operating year of this report, and the two prior operating years.

Data Check: The total households reported as served with STRMU in Column [1] equals the total reported in Part 3, Chart 1, Row 4, Column b.

Data Check: The sum of Column [2] should equal the number of households reported in Column [1].

Assessment of Households that Received STRMU Assistance

[1] Output: Total number of households	[2] Assessment of Housing Status		[3] HOPWA Client Outcomes
134	Maintain Private Housing <u>without</u> subsidy (e.g. Assistance provided/completed and client is stable, not likely to seek additional support)	7	Stable/Permanent Housing (PH)
	Other Private Housing without subsidy (e.g. client switched housing units and is now stable, not likely to seek additional support)	3	
	Other HOPWA Housing Subsidy Assistance	1	
	Other Housing Subsidy (PH)		
	Institution (e.g. residential and long-term care)		
	Likely that additional STRMU is needed to maintain current housing arrangements	123	Temporarily Stable, with Reduced Risk of Homelessness
	Transitional Facilities/Short-term (e.g. temporary or transitional arrangement)		
	Temporary/Non-Permanent Housing arrangement (e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days)		
	Emergency Shelter/street		Unstable Arrangements
	Jail/Prison		
	Disconnected		
	Death		Life Event
1a. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the prior operating year (e.g. households that received STRMU assistance in two consecutive operating years).			45
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).			23

Section 3. HOPWA Outcomes on Access to Care and Support**1a. Total Number of Households**

Line [1]: For project sponsors/subrecipients that provided HOPWA housing subsidy assistance during the operating year identify in the appropriate row the number of households that received HOPWA housing subsidy assistance (TBRA, STRMU, Facility-Based, PHP and Master Leasing) and HOPWA funded case management services. Use Row c. to adjust for duplication among the service categories and Row d. to provide an unduplicated household total.

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

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

Total Number of Households	
1. For Project Sponsors/Subrecipients that provided HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded services:	
a. Housing Subsidy Assistance (duplicated)-TBRA, STRMU, PHP, Facility-Based Housing, and Master Leasing	920
b. Case Management	205
c. Adjustment for duplication (subtraction)	123
d. Total Households Served by Project Sponsors/Subrecipients with Housing Subsidy Assistance (Sum of Rows a.b. minus Row c.)	1002
2. For Project Sponsors/Subrecipients did NOT provide HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded service:	
a. HOPWA Case Management	24
b. Total Households Served by Project Sponsors/Subrecipients without Housing Subsidy Assistance	24

1b. Status of Households Accessing Care and Support

Column [1]: Of the households identified as receiving services from project sponsors/subrecipients that provided HOPWA housing subsidy assistance as identified in Chart 1a., Row 1d. above, report the number of households that demonstrated access or maintained connections to care and support within the program year.

Column [2]: Of the households identified as receiving services from project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance as reported in Chart 1a., Row 2b., report the number of households that demonstrated improved access or maintained connections to care and support within the program year.

Note: For information on types and sources of income and medical insurance/assistance, refer to Charts below.

Categories of Services Accessed	[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:	Outcome Indicator
1. Has a housing plan for maintaining or establishing stable on-going housing	646	16	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)	650	12	Access to Support
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	838	12	Access to Health Care
4. Accessed and maintained medical insurance/assistance	846	12	Access to Health Care
5. Successfully accessed or maintained qualification for sources of income	773	23	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/subrecipients that provided HOPWA housing subsidy assistance as identified in Chart 1a., Row 1d. above, report on the number of households that include persons who obtained an income-producing job during the operating year that resulted from HOPWA-funded Job training, employment assistance, education or related case management/counseling services.

Column [2]: Of the households identified as receiving services from project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance as reported in Chart 1a., Row 2b., report on the number of households that include persons who obtained an income-producing job during the operating year that resulted from HOPWA-funded Job training, employment assistance, education or case management/counseling services.

Note: This includes jobs created by this project sponsor/subrecipients or obtained outside this agency.

Note: Do not include jobs that resulted from leveraged job training, employment assistance, education or case management/counseling services.

Categories of Services Accessed	[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:
Total number of households that obtained an income-producing job	89	3

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)	20	0	8	10
Permanent Facility-based Housing Assistance/Units	8	0	8	10
Transitional/Short-Term Facility-based Housing Assistance/Units	52	4	34	0
Total Permanent HOPWA Housing Subsidy Assistance	80	4	42	15
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)	11	123	0	0
Total HOPWA Housing Subsidy Assistance	91	127	42	15

Background on HOPWA Housing Stability Codes

Stable Permanent Housing/Ongoing Participation

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

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

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

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

Temporary Housing

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

Unstable Arrangements

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

7 = Jail /prison.

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

Life Event

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

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

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

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

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

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

End of PART 5

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

The Annual Certification of Usage for HOPWA Facility-Based Stewardship Units is to be used in place of Part 7B of the CAPER if the facility was originally acquired, rehabilitated or constructed/developed in part with HOPWA funds but no HOPWA funds were expended during the operating year. Scattered site units may be grouped together on one page.

Grantees that used HOPWA funding for new construction, acquisition, or substantial rehabilitation are required to operate their facilities for HOPWA eligible individuals for at least ten (10) years. If non-substantial rehabilitation funds were used they are required to operate for at least three (3) years. Stewardship begins once the facility is put into operation.

Note: See definition of *Stewardship Units*.

1. General information

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

2. Number of Units and Non-HOPWA Expenditures

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

3. Details of Project Site

Project Sites: Name of HOPWA-funded project	DRAFT
Site Information: Project Zip Code(s)	
Site Information: Congressional District(s)	
Is the address of the project site confidential?	
If the site is not confidential: Please provide the contact information, phone, email address/location, if business address is different from facility address	

I certify that the facility that received assistance for acquisition, rehabilitation, or new construction from the Housing Opportunities for Persons with AIDS Program has operated as a facility to assist HOPWA-eligible persons from the date shown above. I also certify that the grant is still serving the planned number of HOPWA-eligible households at this facility through leveraged resources and all other requirements of the grant agreement are being satisfied.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Name & Title of Authorized Official of the organization that continues to operate the facility:	Signature & Date (mm/dd/yy)
Name & Title of Contact at Grantee Agency (person who can answer questions about the report and program)	Contact Phone (with area code)

End of PART 6

Part 7: Summary Overview of Grant Activities**A. Information on Individuals, Beneficiaries, and Households Receiving HOPWA Housing Subsidy Assistance (TBRA, STRMU, Facility-Based Units, Permanent Housing Placement and Master Leased Units ONLY)**

Note: Reporting for this section should include ONLY those individuals, beneficiaries, or households that received and/or resided in a household that received HOPWA Housing Subsidy Assistance as reported in Part 3, Chart 1, Row 7, Column b. (e.g., do not include households that received HOPWA supportive services ONLY).

Section 1. HOPWA-Eligible Individuals who Received HOPWA Housing Subsidy Assistance**a. Total HOPWA Eligible Individuals Living with HIV/AIDS**

In Chart a., provide the total number of eligible (and unduplicated) low-income individuals living with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance during the operating year. This total should include only the individual who qualified the household for HOPWA assistance, NOT all HIV positive individuals in the household.

Individuals Served with Housing Subsidy Assistance	Total
Number of individuals with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance.	894

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	702
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)	2
3.	Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	24
4.	Transitional housing for homeless persons	17
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)	43
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	13
9.	Hospital (non-psychiatric facility)	8
10.	Foster care home or foster care group home	0
11.	Jail, prison or juvenile detention facility	7
12.	Rented room, apartment, or house	80
13.	House you own	4
14.	Staying or living in someone else's (family and friends) room, apartment, or house	33
15.	Hotel or motel paid for without emergency shelter voucher	0
16.	Other	4
17.	Don't Know or Refused	0
18.	TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)	894

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	8	32

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.)	894
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	37
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	556
4. TOTAL number of ALL <u>beneficiaries</u> served with Housing Subsidy Assistance (Sum of Rows 1,2, & 3)	1487

b. Age and Gender

In Chart b., indicate the Age and Gender of all beneficiaries as reported in Chart a. directly above. Report the Age and Gender of all HOPWA Eligible Individuals (those reported in Chart a., Row 1) using Rows 1-5 below and the Age and Gender of all other beneficiaries (those reported in Chart a., Rows 2 and 3) using Rows 6-10 below. The number of individuals reported in Row 11, Column E. equals the total number of beneficiaries reported in Part 7, Section 2, Chart a., Row 4.

HOPWA Eligible Individuals (Chart a, Row 1)						
		A.	B.	C.	D.	E.
		Male	Female	Transgender M to F	Transgender F to M	TOTAL (Sum of Columns A-D)
1.	Under 18					
2.	18 to 30 years	36	21	4	0	61
3.	31 to 50 years	254	233	23	0	510
4.	51 years and Older	199	117	7	0	323
5.	Subtotal (Sum of Rows 1-4)	489	371	34	0	894
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	179	165	0	0	344
7.	18 to 30 years	76	82	0	0	158
8.	31 to 50 years	26	23	0	0	49
9.	51 years and Older	17	25	0	0	42
10.	Subtotal (Sum of Rows 6-9)	298	295	0	0	593
Total Beneficiaries (Chart a, Row 4)						
11.	TOTAL (Sum of Rows 5 & 10)	787	666	34	0	1,487

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	2	0	1	0
3.	Black/African American	784	10	541	15
4.	Native Hawaiian/Other Pacific Islander	0	0	0	0
5.	White	104	38	47	18
6.	American Indian/Alaskan Native & White	0	0	2	0
7.	Asian & White	0	0	0	0
8.	Black/African American & White	0	0	0	0
9.	American Indian/Alaskan Native & Black/African American	3	0	1	0
10.	Other Multi-Racial	1	0	1	0
11.	Column Totals (Sum of Rows 1-10)	894	48	593	33
Data Check: Sum of Row 11 Column A and Row 11 Column C equals the total number HOPWA Beneficiaries reported in Part 3A, Section 2, Chart a., Row 4.					

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

Section 3. Households**Household Area Median Income**

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

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

Note: Refer to http://www.huduser.org/portal/datasets/il/il2010/select_Geography_mfi.odn for information on area median income in your community.

Percentage of Area Median Income		Households Served with HOPWA Housing Subsidy Assistance
1.	0-30% of area median income (extremely low)	823
2.	31-50% of area median income (very low)	67
3.	51-80% of area median income (low)	4
4.	Total (Sum of Rows 1-3)	894

Part 7: Summary Overview of Grant Activities**B. Facility-Based Housing Assistance**

Complete one Part 7B for each facility developed or supported through HOPWA funds.

Do not complete this Section for programs originally developed with HOPWA funds but no longer supported with HOPWA funds. If a facility was developed with HOPWA funds (subject to ten years of operation for acquisition, new construction and substantial rehabilitation costs of stewardship units, or three years for non-substantial rehabilitation costs), but HOPWA funds are no longer used to support the facility, the project sponsor or subrecipient should complete Part 6: Annual Certification of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY).

Complete Charts 2a., Project Site Information, and 2b., Type of HOPWA Capital Development Project Units, for all Development Projects, including facilities that were past development projects, but continued to receive HOPWA operating dollars this reporting year.

1. Project Sponsor/Subrecipient Agency Name (Required)

Homes for Hope

2. Capital Development**2a. Project Site Information for HOPWA Capital Development of Projects (For Current or Past Capital Development Projects that receive HOPWA Operating Costs this reporting year)**

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

Type of Development this operating year	HOPWA Funds Expended this operating year (if applicable)	Non-HOPWA funds Expended (if applicable)	Name of Facility: Homes for Hope
<input type="checkbox"/> New construction	\$	\$	Type of Facility [Check <u>only one</u> box.] <input checked="" type="checkbox"/> Permanent housing <input type="checkbox"/> Short-term Shelter or Transitional housing <input type="checkbox"/> Supportive services only facility
<input checked="" type="checkbox"/> Rehabilitation	\$600,000	\$	
<input type="checkbox"/> Acquisition	\$	\$	
<input type="checkbox"/> Operating	\$	\$	
a.	Purchase/lease of property:		Date (mm/dd/yy): 06/09/2005
b.	Rehabilitation/Construction Dates:		Date started: 10/06/15 Date Completed: 03/12/16
c.	Operation dates:		Date residents began to occupy: <input checked="" type="checkbox"/> Not yet occupied
d.	Date supportive services began:		Date started: <input checked="" type="checkbox"/> Not yet providing services
e.	Number of units in the facility:		HOPWA-funded units = 6 Total Units = 6
f.	Is a waiting list maintained for the facility?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, number of participants on the list at the end of operating year
g.	What is the address of the facility (if different from business address)?		3003 G. Street, SE, Washington, DC 20019
h.	Is the address of the project site confidential?		<input type="checkbox"/> Yes, protect information; do not publish list <input checked="" type="checkbox"/> No, can be made available to the public

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

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

	Number Designated for the Chronically Homeless	Number Designated to Assist the Homeless	Number Energy-Star Compliant	Number 504 Accessible
Rental units constructed (new) and/or acquired <u>with or without</u> rehab		6		
Rental units rehabbed		6		
Homeownership units constructed (if approved)				

1. Project Sponsor/Subrecipient Agency Name (Required)
Cornerstone Community

Type of Development this operating year	HOPWA Funds Expended this operating year (if applicable)	Non-HOPWA funds Expended (if applicable)	Name of Facility: Cornerstone
<input type="checkbox"/> New construction	\$	\$	Type of Facility [Check <u>only one</u> box.] <input checked="" type="checkbox"/> Permanent housing <input type="checkbox"/> Short-term Shelter or Transitional housing <input type="checkbox"/> Supportive services only facility
<input checked="" type="checkbox"/> Rehabilitation	\$1,000,000	\$	
<input type="checkbox"/> Acquisition	\$	\$	
<input type="checkbox"/> Operating	\$	\$	
a.	Purchase/lease of property:		Date (mm/dd/yy):
b.	Rehabilitation/Construction Dates:		Date started: Date Completed:
c.	Operation dates:		Date residents began to occupy: <input checked="" type="checkbox"/> Not yet occupied
d.	Date supportive services began:		Date started: <input checked="" type="checkbox"/> Not yet providing services
e.	Number of units in the facility:		HOPWA-funded units = 7 Total Units = 7
f.	Is a waiting list maintained for the facility?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If yes, number of participants on the list at the end of operating year</i>
g.	What is the address of the facility (if different from business address)?		4800 Arkansas Avenue, NW, WDC 20011
h.	Is the address of the project site confidential?		<input type="checkbox"/> Yes, protect information; do not publish list <input checked="" type="checkbox"/> No, can be made available to the public

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

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

	Number Designated for the Chronically Homeless	Number Designated to Assist the Homeless	Number Energy- Star Compliant	Number 504 Accessible
Rental units constructed (new) and/or acquired <u>with or without</u> rehab		7		
Rental units rehabbed		7		
Homeownership units constructed (if approved)				

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

Charts 3a., 3b. and 4 are required for each facility. In Charts 3a. and 3b., indicate the type and number of housing units in the facility, including master leased units, project-based or other scattered site units leased by the organization, categorized by the number of bedrooms per unit.

Note: The number units may not equal the total number of households served.

Please complete separate charts for each housing facility assisted. Scattered site units may be grouped together.

3a. Check one only

- ☒ Permanent Supportive Housing Facility/Units
☐ Short-term Shelter or Transitional Supportive Housing Facility/Units

3b. Type of Facility

Complete the following Chart for all facilities leased, master leased, project-based, or operated with HOPWA funds during the reporting year.

Name of Project Sponsor/Agency Operating the Facility/Leased Units:

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

4. Households and Housing Expenditures

Enter the total number of households served and the amount of HOPWA funds expended by the project sponsor/subrecipient on subsidies for housing involving the use of facilities, master leased units, project based or other scattered site units leased by the organization.

Housing Assistance Category: Facility Based Housing		Output: Number of Households	Output: Total HOPWA Funds Expended during Operating Year by Project Sponsor/subrecipient
a.	Leasing Costs		
b.	Operating Costs		
c.	Project-Based Rental Assistance (PBRA) or other leased units		
d.	Other Activity (if approved in grant agreement) <u>Specify:</u>		
e.	Adjustment to eliminate duplication (subtract)		
f.	TOTAL Facility-Based Housing Assistance (Sum Rows a. through d. minus Row e.)		



Government of the District of Columbia
FY2016
Consolidated Annual Performance Evaluation Report

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