



# CITY OF SAN JOSE



## FY 2015-16 Consolidated Annual Performance Evaluation Report (CAPER)

Prepared by:  
City of San José  
Department of Housing  
200 E. Santa Clara Street, 12<sup>th</sup> Floor  
San José CA 95113  
408-535-3860

**Cover Photo Credit**

City of San José Environmental Services Department

The cover photo is of a mural designed and painted by a group of high school students at San Jose High Academy. The students began with a design intended to depict the connection between their community and the nearby Coyote Creek. Students wanted to also include a message of cultural unity and incorporated flags of the countries represented by the students at the school on the tree. They also incorporated national animals and plants from the countries represented.

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## CR-05 - Goals and Outcomes

### Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

The City of San José's FY 2015-2016 *Consolidated Annual Performance Evaluation Report (CAPER)* describes the progress made towards achieving the housing and community development goals identified in the City's *Five-Year Consolidated Plan (2015-2020)* and the *FY 2015-2016 Annual Action Plan*. These Plans guide the funding priorities for San José's federal housing grant programs, which are administered by the City's Housing Department and overseen by the U.S. Department of Housing and Urban Development (HUD). These programs include: Community Development Block Grant (CDBG), Home Investment Partnerships (HOME), Housing Opportunities for Persons with AIDS (HOPWA), and Emergency Solutions Grant (ESG).

The 2015-2016 Fiscal Year marked the beginning of the new Five-Year Consolidated Plan (2015-2020). Similar to the end of the previous five-year period, the City of San José experienced continued growth, as well as extraordinary challenges. For the last few years, Santa Clara County has had the strongest job growth in the nation. Although the increase has lagged slightly compared with neighboring jurisdictions, the jobs base has continued to expand by approximately 2.5% in San José over this period. While San José has experienced encouraging economic improvements, many San José residents continue to face mounting concerns about income inequality, the lack of affordable housing, and displacement of lower-income households from their communities due to market forces. Additionally, responding to homelessness and its effects on the community have continued to be a key policy priority in San José and throughout the region during this Consolidated Plan cycle.

While policies and programs are moving us in the right direction, the circumstances over the past few years in California have underscored the importance of ongoing adequate federal funding for the many vital housing and community development activities that local governments perform. Maintaining the flexibility to direct these resources to meet changing local priorities, is paramount to utilizing these funds in the most effective manner.

The City received a total allocation of \$12 million in Federal funding from CDBG, HOME, HOPWA, and ESG programs for FY 2015-16. In FY 2011-12, San Jose, like most cities, experienced significant cuts in federal funds. Since that time, federal funding levels have not have remained static or been increased slightly. The City leveraged its FY 2015-16 federal allocations with other funds to provide vital resources for activities identified as the areas of greatest need in the 2015-2020 Consolidated Plans. These needs are summarized below:

- INCREASE AND PRESERVE AFFORDABLE HOUSING OPPORTUNITIES;
- RESPOND TO HOMELESSNESS AND ITS IMPACTS ON THE COMMUNITY;
- STRENGTHEN NEIGHBORHOODS;
- PROMOTE FAIR HOUSING.

Major accomplishment achieved during the 2015-16 Fiscal Year are highlighted in the following section. Each set of annual goals in the 2015-16 Annual Action Plan are measured against progress toward the goals set in the 5-year Consolidated Plan. The specific activities funded during the 2015-16 Fiscal Year (FY) were identified as funding priorities to address the four areas of need and demonstrate impact in the community. The City and its grantees were able to meet most of the goals set in the 2015-16 Annual Action Plan. A description of each program, and program accomplishments are described in greater detail throughout this report. The executive summary provides highlights of key accomplishments over this performance period.

While measuring performance is an essential part of gauging progress towards established goals, measuring the outcomes of a given program or service is often a major indicator of success and states the impacts that those programs or services have on the community. Each of the services and programs funded through the federal sources have one or more outcome indicator. Based on the program or service, City staff work with community partners, public agencies, and service providers to develop each program and/or service outcome indicators. In addition to describing the City's and its sub-grantee performance, accomplishments are also measured by outcomes.

## **FY 2015-2016 (ANNUAL) HIGHLIGHTS**

### **INCREASE AND PRESERVE AFFORDABLE HOUSING OPPORTUNITIES**

The City identified four key programs to support the strategy and desired outcome of increasing and preserving affordable housing. These include:

- Construction or Development of New Affordable Apartments;
- Rehabilitation of Existing Apartments
- Construction of New Homeowner Housing and;
- Tenant Based Rental Assistance and/or Rapid Rehousing

Construction or development of new affordable apartments - In FY 15-16 the City assisted in the construction of 37 new apartments, affordable to Extremely low-income (less than 30% area median income), Very low-income (50% AMI) and Low-income families (80% AMI). Although below the first year goal of 80 apartments constructed, the City committed \$10.5 Million in HOME funds toward the development of new affordable housing. These investments along with previous commitments of federal funds, positions the City to significantly exceed the 5-year goal of constructing 160 new federally funded affordable apartments.

Rehabilitation of existing apartments - During this performance period, the City invested \$3 Million of CDBG funds toward the acquisition and rehabilitation of the Plaza Hotel; a forty-nine unit SRO residential facility to assist in housing the homeless. Acquisition was completed in FY 2015-16 with the rehabilitation set for completion in FY 2016-17. In addition, the City purchased a parcel in South San Jose to support development of up to 32 new affordable housing.

Tenant Based Rental Assistance and/or Rapid Rehousing - Measured in Households served, the Tenant Based Rental Assistance Program, funded through the Housing for People With Aids (HOPWA) program assisted 72 households find or retain affordable housing; far exceeding the projected goal of 25 households assisted. With 72 households served, the program has reached 65% of the five-year goal in the first year.

## **RESPOND TO HOMELESSNESS AND ITS IMPACTS ON THE COMMUNITY**

Based on the 2015 San José homeless census and survey, approximately 4,000 homeless individuals reside in San José on any given night. This represents a decrease of 15% from 2013. In spite of the improvement, 69% of those counted remain unsheltered. Therefore, efforts to end homelessness remain a top priority in San José. The City expended \$2.1 Million in federal CDBG, HOME and ESG funds toward services and housing for the homeless. To address the critical needs of San José's homeless residents, the City implemented four programs to support homeless needs:

- HOME funded Tenant Based Rental Assistance (TBRA);
- Citywide Outreach and Shelter;
- The Downtown Outreach Program and;
- Rapid Rehousing and Supportive Services

Under the federally funded programs, performance may be tracked differently based on the type of assistance and desired outcome of the service or program. Within the four homeless programs funded and reported in this CAPER, performance is measured by *Persons Assisted*, which tracks the number of unduplicated individuals assisted over the year; *Households Assisted*, which counts each household regardless of the number of individuals within the home and; *Outreach Contacts*, documents the total number of contacts counted by the different outreach programs.

Outreach and Shelter (*Persons Assisted*) - In FY 2015-16, the City assisted 505 homeless individuals obtain services such as case management or housing search sessions while also providing 11,392 shelter beds nights; far exceeding the annual goal of assisting 335 individuals.

Home TBRA and Rapid Rehousing Services (*Households Assisted*) - Under the HOME funded TBRA program and ESG funded Rapid Rehousing program, 61 homeless individuals and families received subsidies to assist them in obtaining permanent housing. In spite of falling below the annual goal of 215, this is a significant accomplishment given the challenging rental market in San Jose.

Citywide and Downtown Outreach (*Outreach Contacts*) - While San Jose continued to support outreach services citywide, the City also funded a new service provider in FY 2015-16 to establish homeless outreach and engagement programs in downtown San Jose and to establish a dedicated community outreach and mobile case management team. Between the citywide and downtown programs, 2,596 outreach contacts were achieved, exceeding the goal of 1,350.

In the case of Homelessness programs and services, City staff has adopted County wide outcome indicators for homeless programs and services which have been established by the Counties County Continuum of Care (CoC). The CoC, is a multi-sector group of stakeholders, including City staff, who are charged with coordinating large scale implementation of efforts to end homelessness in the County. Some of the key outcomes in 2015-16 fiscal year include:

- 37% of clients contacted via street/encampment outreach moved from street to permanent housing destination or temporary destinations (Emergency Shelter or Transitional Housing), and some institutional destinations. This far exceeds the goal of 10%.
- 46% of clients served thru the Rapid Rehousing and Supportive Services Program exited to permanent housing destinations.

### **STRENGTHENING NEIGHBORHOODS**

Activities pertaining to strengthening neighborhoods were solely funded through CDBG in FY 2015-16. In an effort to achieve one of HUDs primary objective of developing viable urban communities, this category provides funding for programs, services and projects that contribute to viable urban communities through decent housing; suitable living environments and expanded economic opportunities. These objectives were addressed in conjunction with the funding priorities identified by the community. These include:

#### **Neighborhood Programs**

In 2015-16, to support the programs component of Strengthening Neighborhoods, the City funded the non-profit, Rebuilding Together Silicon Valley to manage and operate a “Minor Repair Program”. This Program provides funding and inspection services to make accessibility improvements and minor repairs such as roofing, heating and plumbing repairs to owner occupied single-family homes and mobile homes.

**Minor Repair Program** - The City’s Minor Repair Program assisted in 1,843 repairs in the homes of 259 low-income San Jose residents. Some of the key outcomes of this program include:

- 91% of households have improved safety conditions in their home.
- 96% of households have improved accessibility and mobility modifications in their home as a result of the improvement

**Encampment and Place-based Cleanup Program** - The City also funded the San Jose Streets Team (SJST), a non-profit agency with the goal of creating opportunities for homeless individuals to gain skills to help them succeed. SJST provides job training and placement for homeless individuals while linking them to services such as case management and shelter services. Through the Encampment and Place-based Cleanup Program, 2,280 Cubic yards of trash and debris were removed from streets, creeks, and encampments; over 4,200 hours of case management were provided to 120 homeless and formerly homeless individuals and over 3,000 hours of employment development services were provided to 120 program participants. Some of the key outcomes of this program include:

- 33 individuals graduated from the program and retained employment for at least three months

Targeted Code Enforcement: The City also funded targeted Code Enforcement within the three place-based neighborhoods as well as neighborhoods identified in the Mayors Gang Prevention Task Force FY 2015-16. Within these areas Code Enforcement performed enhanced multi-family inspections as well as surveys focusing on blighted conditions of residential properties. Code Enforcement conducted 5,647 inspections and re-inspections, which resulted in 2,655 notices sent to property owners and 4,286 violations corrected. The project served 1,820 unduplicated households. One key outcome includes:

- 87% of substandard housing violations identified by inspectors were corrected within 120 calendar days from the date inspectors notified the property owners of the violations

#### Neighborhood Services

Through the services component of Strengthening Neighborhoods, the City funded four types of services. The first type of service funded through CDBG was homeless services as discussed earlier in this summary. The second type of service is the fair housing services which will be discussed later in this summary. The two remaining services summarized in this section include senior services and neighborhood engagement services.

Senior Services - The City funded two services to support the needs of senior residents in San Jose. Through the City's federal programs the City funded the Meals on Wheels Program and Senior Isolation to Inclusion Program. The two programs combined to serve over 76,822 meals, coordinate 10,013 assisted door-to-door transportation services, and provide just over 244,800 hours of caregiver respite services. The two programs combined to serve 807 low-income seniors in FY 2015-16. One example of a key outcome for these services include:

- 96% of the low-income dependent seniors (666 individuals) served by the Senior Isolation to Inclusion Program have improved their independent living skills and remain in their homes and out of a nursing home for at least six months

Neighborhood Services: The City funded three non-profit agencies combined to provide 47 leadership development training sessions to support leadership development training for 173 residents and potential future community leaders. One example of a key outcome includes:

- 86% participants of CommUniverCity's Community Leadership Program indicated they are more prepared to assume positions of leadership as a result of participation in the program.

#### Capital Projects (Completed)

Due to the complexity of planning, procurement, and construction, Capital Projects often span multiple fiscal years. In 2015-16 the City committed funding to a number of projects that include pedestrian safety improvements at intersection throughout East San Jose, ADA upgrades to curb ramps within CDBG eligible areas, and improvements to a non-profit homeless service provider's facility. However,

the focus of this report are the project accomplished as they were completed this fiscal year. Completed projects for this period include:

LED Lighting - Completion of the two year project to replace low-pressure sodium street light in lower-income neighborhoods with LED lights to improve visibility and safety in those communities. In FY 2015-16 183 lights were retrofitted.

The Five Wounds Art Walk Project - an interactive multi-media art exhibit between San Jose High Academy and Olinder Elementary School designed to educate neighborhood residents about water pollution its effects on the City's storm drain system.

The Santee Drop-in Center and Play Structure Project - was originally approved in the 2013-14 Annual Action Plan. This project was a collaboration between the City and the Franklin McKinley School District to create community space on School District property within the Santee community. After long delays in the bidding and construction process, construction of the center began in the summer of 2015 and was completed in February 2016. Since opening, several community meeting have been held at the facility as well as ongoing educational programs to support the Santee community.

### **PROMOTING FAIR HOUSING CHOICES**

The Fair Housing Act which is enforced by HUD, prohibits discrimination and intimidation of people in their housing choices. Fair Housing covers most housing whether publically or privately funded. As an entitlement City, San Jose must ensure that all programs are administered in a manner that affirmatively furthers the policies of the Fair Housing Act. To help support and advance the City's Fair Housing requirements, San Jose has funds the services of a non-profit fair housing consortium comprised of five different non-profit agencies. In FY 2015-16, the consortium met all of the established performance goals in the FY 2015-2016 which include:

Fair Housing Services - Between the five consortium members, 62 fair housing presentations, 96 fair housing investigations, 191 client briefings and 98 legal representations were achieved in FY 2015-16. The consortium served 410 unduplicated participants. Outcomes for this project include:

- 90% of presentation participants became more familiar with the laws governing fair housing following the presentation.
- Provision of legal services resulted in 80% of complainants with improved access or availability of housing

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

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals. (Note: Actual Strategic Plan & Actual Program Year will show the same numbers as this is year one of the five year plan)

Goal	Category	Source	Indicator	Unit of Measure	5-year Strategic Plan Goal	5-year Actual To Date	Percent of 5-year goal Complete	1-year Strategic Plan Goal	1-year Actual to Date	Percent of 1-year goal Complete
Affordable Housing	Affordable Housing	CDBG HOPWA HOME	Rental apartments constructed	Household Housing Unit	160	37	23%	80	37	46%
Affordable Housing	Affordable Housing	CDBG HOPWA HOME	Rental apartments rehabilitated	Household Housing Unit	70	0	0%	70	0	0%
Affordable Housing	Affordable Housing	CDBG HOPWA OME	Homeowner Housing Added	Household Housing Unit	6	2	33%	2	1	50%
Affordable Housing	Affordable Housing	CDBG HOPWA HOME	Tenant-based rental assistance/Rapid Rehousing	Households Assisted	110	72	65%	25	72	288%
Fair Housing	Non-Housing Community Development	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1140	410	36%	215	410	191%
Homelessness	Homeless	CDBG HOME ESG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	145		0	145	
Homelessness	Homeless	CDBG HOME ESG	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	650	61	9%	215	61	28%
Homelessness	Homeless	CDBG HOME ESG	Homeless Person Overnight Shelter	Persons Assisted	1600	505	32%	335	505	151%

Goal	Category	Source	Indicator	Unit of Measure	5-year Strategic Plan Goal	5-year Actual To Date	Percent of 5-year goal Complete	1-year Strategic Plan Goal	1-year Actual to Date	Percent of 1-year goal Complete
Homelessness	Homeless	CDBG HOME ESG	Homelessness Prevention	Persons Assisted	20	0	0%	N/A	N/A	N/A
Homelessness	Homeless	CDBG HOME ESG	Other	Other (Outreach Contacts)	6400	2596	41%	1350	2596	192%
Strengthen Neighborhoods	Non-Homeless Special Needs Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	193000	92,735	48%	169000	92,735	55%
Strengthen Neighborhoods	Non-Homeless Special Needs Non-Housing Community Development	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1250	572	46%	330	572	173%
Strengthen Neighborhoods	Non-Homeless Special Needs Non-Housing Community Development	CDBG	Homeowner Housing Rehabilitated	Household Housing Unit	550	259	47%	125	259	207%
Strengthen Neighborhoods	Non-Homeless Special Needs Non-Housing Community Development	CDBG	Jobs created/retained	Jobs	250	15	6%	0	15	

Goal	Category	Source	Indicator	Unit of Measure	5-year Strategic Plan Goal	5-year Actual To Date	Percent of 5-year goal Complete	1-year Strategic Plan Goal	1-year Actual to Date	Percent of 1-year goal Complete
Strengthen Neighborhoods	Non-Homeless Special Needs Non-Housing Community Development	CDBG	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	5400	1500	28%	1200	1820	125%

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

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

In the first year, the City has made significant progress on achieving the goals identified in the five-year Consolidated Plan.

**Responding to Homelessness and Its Impacts on the Community**

Investments and Expenditures

<b>Program</b>	<b>Committed</b>	<b>Expended</b>
CDBG	\$872,197	\$776,342
HOME	\$1,699,701	\$537,794
ESG	\$964,644	\$710,047

The City of San José, in coordination with other public and private agencies in Santa Clara County, continues to have success in addressing homelessness. The City’s multi-faceted approach includes funding direct services, as well as advocating for policies, programs, and funding to support the end of homelessness. In the 15-16 program year, the City invested HOME, CDBG, and ESG funds to support homeless residents. Additionally, the City’s HOPWA program prioritizes homeless individuals. Highlights of this year’s efforts to address homelessness and its impacts on the community include the following projects.

- HOME TBRA – The City used HOME funds to provide tenant-based rental subsidies and deposit assistance for 46 households, targeting employable homeless individuals and families. Households pay no more than 30% of their income towards housing costs (i.e., rent and utilities). The TBRA program is an example of the “multi-faceted approach” discussed above. The City collaborates with outside agencies which provide intensive case management services to the TBRA clientele. Such services, when combined with rental assistance, improve the client’s ability to successfully transition out of homelessness, retain housing and increase their self-sufficiency after exiting the TBRA program.

The HOME-funded TBRA program offers deposit assistance equal to up to 2 months of rent in order to encourage landlords to rent to the program’s clientele. Further, the TBRA program has taken the approach to analyze San José rents to arrive at a Rent Standard for the program rather than simply using Fair Market Rents (FMR). This approach is allowed by HUD regulations and provides a more realistic view of the current rental market. Even with these favorable program designs, San José’s high rents and low vacancy rates, along with the clientele’s specific challenges, finding affordable and adequate housing is a tremendous challenge. These factors help explain why only 35% of the committed funds were able to be expended. With more affordable housing developments coming on line in the next 12-18 months, we see more opportunity to house the City’s TBRA clients.

- Citywide Outreach and Shelter Program – This program, supported with ESG and CDBG funding, funded HomeFirst Services of Santa Clara County to provide street outreach, emergency shelter operations, case management, and operation of a centralized Homeless Outreach and Engagement Helpline (phone and email). HomeFirst reported 2064 calls and

emails on the helpline were received and responded to within 48 hours. When a call or email came in, a team of outreach workers and/or case managers were deployed to the site to connect the homeless individuals to housing, and offer emergency shelter, transportation, case management and other comprehensive supportive services. Every visit was recorded in a database, which helped the City understand how many encampments were in San José and which ones got the most complaints. The database was also used to determine which encampments got cleaned. The project served 305 homeless individuals (unduplicated) in the program year with 893 outreach contacts, 6,536 person shelter days and 129 case management sessions. Results of these efforts include:

- 31% of clients who were contacted via street/encampment outreach and exited the program, moved from street to permanent housing destinations or temporary destinations (Emergency Shelter or Transitional Housing), and some institutional destinations. This represents 33 individuals and far exceeds the goal of 10%.
- Downtown Outreach Program – This City supported People Assisting The Homeless (PATH), a nonprofit organization, to implement a homeless outreach and engagement program in downtown San Jose, establishing a dedicated community outreach and mobile case management team, conducting a thorough assessment to establish the geography and extent of homelessness in the city, engaging local service providers and community stakeholders, and conducting permanent housing location, placement, and retention activities. The goal of the program was to increase community engagement around homelessness and to move people from the streets to housing in an effort to reduce homelessness in Downtown San Jose.

A key achievement of this program is the high number of assessments completed (157 assessments). The Santa Clara County Continuum of Care (CoC) utilizes the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT). Completing the VI-SPDAT in HMIS enters the homeless individual into the CoC Community Queue. The Community Queue is then used to match individuals with new housing opportunities as they become available. This includes permanent supportive housing, rapid re-housing, and transitional housing. PATH's Downtown Outreach Program was new this year and while the number of individuals housed in 15-16 is small, several clients have future move-in dates scheduled. Over the past year, the program served 184 homeless individuals (unduplicated), conducted 1,703 outreach contacts, and provided 460 case management sessions and/or service linkages. Additionally, PATH completed a downtown homeless assessment report. The project resulted in the following outcomes:

- 85% of individuals engaged in services (157 people) completed a VI-SPDAT assessment to identify the individual's vulnerability and service prioritization and enter them into the CoC's coordinated assessment system.
- 40% of clients (74 homeless individuals) contacted via street/encampment outreach moved from street to temporary destinations (Emergency Shelter or Transitional Housing), and some institutional destinations (e.g. foster care, long-term care facility).
- 4 clients contacted via street/encampment outreach moved from street to a permanent housing destination during the fiscal year. An additional 6 clients served in FY15-16 were housed in July or August.

- Rapid Rehousing and Supportive Services – This ESG and CDBG-funded project included services provided by a Consortium of five agencies: Bill Wilson Center (lead agency), LifeMoves, Family Supportive Services, Sacred Heart Community Services, and Next Door Solutions to Domestic Violence. The project supported 491 unduplicated participants. Services included 806 hours of case management, 4,856 shelter bed nights, 468 housing search sessions, and 32 deposit/rental assistance. The project resulted in the following outcomes:
  - 66% of clients served gained or increased employment or non-employment cash income.
  - 46% of clients served thru emergency shelter and/or supportive services exited to permanent housing destinations.
  - 26% of clients served thru emergency shelter and/ or Rapid Re-housing and receiving ongoing rental support exited to a permanent housing destination and maintained housing for 6 months.

**Increasing and Preserving Affordable Housing Opportunities**

**Investments and Expenditures**

<b>Program</b>	<b>Budgeted in Annual Action Plan</b>	<b>Expended</b>
CDBG	\$2,955,387	\$1,904,131
HOME	\$10,484,564	\$9,844,895
HOPWA	\$840,123	\$745,900

The City is focusing much of its federal and nonfederal resources on developing and rehabilitating housing for the City’s low and extremely low income residents, and homeless individuals and families. This past year has marked significant progress that includes the completion of a new rental development, the commitment of funds to other new rental housing development, and the continued construction of another rental development. It is anticipated that there will be two rental development projects that will be completed and occupied in program year 2016-2017. In addition to the new affordable housing developments, the City continues to invest in its TBRA program. The City has prioritized many of its TBRA coupons to assist homeless veterans and employable homeless residents.

- **New Rental Housing Development** – The City has made significant progress adding new affordable housing opportunities for low income and homeless individuals and families with the investment of HOME funds in several projects. At the time of this report, one development was completed in FY15-16, two are in various stages of construction, and another is in pre-development stages. A total of 74 affordable apartments (37 of which are HOME funded) were added this year with another 305 affordable apartments under development in HOME-supported projects.

- Japantown Seniors – Completed and occupied in program year 2015-2016, Japantown Seniors Apartments is an affordable rental development of seventy-four (74) one-bedroom apartments, thirty-seven (37) of which are restricted as HOME apartments. Further, twenty-six (26) of the apartments were occupied by previously homeless individuals with Housing Choice and HUD-VASH vouchers.



Japantown Seniors



Donner Lofts

- Donner Lofts – In its latter stages of construction at the time of this report, Donner Lofts is an affordable rental development of 101 apartments (92 studios and 9 one-bedroom apartments); forty-three (43) of which are restricted as HOME apartments. 20 of the apartments have been set-aside as permanent supportive apartments for homeless households. Completion and full occupancy is expected in late 2016. Accomplishments for this development will be reported in next year's CAPER.



The Met (North)

- The Met (North) – In its latter stages of construction at the time of this report, The Met is an affordable rental development of 70 apartments (11 studios, 25 one-bedroom apartments, 14 two-bedroom apartments, and 21 three-bedroom apartments). 9 of the apartments are Transition in Place (TIP) units for homeless households. Completion and full occupancy is expected in early 2017. Accomplishments for this development will be reported in next year’s CAPER.
- Second Street Studios – City council approved expenditure of up to \$8,000,000 of HOME funds for this project in July 2016. The project is in pre-development stages of construction at the time of this report. Second Street Studios is an affordable rental development of 134 apartments (128 studios, and 6 one-bedroom apartments). All of the apartments have been set-aside as permanent supportive apartments for homeless households. Completion and full occupancy is expected in late 2017. Accomplishments for this development will be reported in 2018’s CAPER.
- **Homeowner Housing Development** – One project with Habitat for Humanity was completed in the program year. HOME funds were used to assist in the acquisition of the dilapidated and foreclosed upon homes. Habitat for Humanity completed the rehabilitation along with sweat equity from the new owner of the home. State funds in the form of CalHome funds were used to assist the homebuyer with down payment assistance. Due to the sharp increase in the cost of acquiring the housing in San José and the need to still make it affordable to the buyers, the program has become unfeasible and will no longer continue. HOME funds previously allocated for this program have been reallocated for new rental development and/or TBRA.
- **Acquisition and/or Rehabilitation for Affordable Housing** – The City has made progress on increasing the availability of housing for low-income and homeless residents over the past year by acquiring property for future development.
  - The Plaza - For homeless residents with housing coupons/vouchers, finding affordable housing has been a tremendous challenge in the San Jose area. To address this challenge, the City used CDBG funds to acquire a vacant and dilapidated 49-unit SRO

building known as The Plaza Hotel located at 96 South Almaden Boulevard. The City also approved a CDBG grant to a community based nonprofit to rehabilitate the property in order to house homeless persons. The rehabilitation is expected to be completed and occupied the spring of 2017.

- Gallup/Mesa – CDBG funds were used to acquire two parcels located at 5647 Gallup Drive and 1171 Mesa Drive in south San José. In FY16-17, the City will be issuing a request for proposals for the development of up to thirty-five (35) affordable apartments.
- **HOPWA Tenant Based Rental Assistance (TBRA) and Supportive Services** – The City manages the HOPWA program for Santa Clara County and San Benito County. The HOPWA project sponsors, The Health Trust, and San Benito County Department of Community Services, provide rental subsidies, case management, housing placement assistance, and other supportive services to low income people living with HIV/AIDS. Over the past year, the HOPWA program provided over subsidies to 72 unduplicated households and supportive services to 100 unduplicated households.
  - 97% of clients (68 households) receiving TBRA maintained permanent, stable housing during the program year.
  - 85% of clients (85 households) receiving support services will have obtained or maintained benefits and/or income during the measurement year.

**Strengthening Neighborhoods**

**Investments and Expenditures**

<b>Program</b>	<b>Budgeted in Annual Action Plan</b>	<b>Expended</b>
CDBG	\$5,046,082	\$4,282,365

- **Senior Services** – CDBG funds supported two community based organizations to provide services for over 800 unduplicated, low-income seniors.

**Senior Isolation to Inclusion**, a program of Catholic Charities, provided 244,830 hours of caregiver respite, coordinated 10,013 assisted door-to-door transportation services, and provided 54,322 meals to 694 unduplicated low-income elderly residents.

- 81% of clients (562 seniors) served by the program have demonstrated a 10% increase in socialization and subsequent decrease in depression/isolation after participating in the program for at least three months.
- 96% of the low-income dependent seniors (666 individuals) served by this program have improved their independent living skills and remain in their homes and out of a nursing home for at least six months.

**Meals on Wheels**, a program of The Health Trust, served 113 low-income seniors (unduplicated) with 22,538 healthy, hot meals, and provided 15,268 social visits and wellness checks, far exceeding the goals set at the start of the program year. Through

private donations, the program was also able to provide pet food and supplies, so clients served were able to continue living with their animal companions.

- 85% of the seniors served (96 individuals) reported that they looked forward to the daily visit from the driver "all" or "some" of the time.
- 80% of the clients served (90 individuals) reported that they visit with their driver "frequently" or "occasionally", increasing their socialization and decreasing isolation.



Participants of the Senior Isolation to Inclusion Program at Yu Ai Kai Community Senior Services



Harold and Aurthur, participants of the Meals on Wheels program

- **Neighborhood Engagement and Leadership Services** – CDBG funds supported three neighborhood engagement programs in the three place-based initiative communities.

The **Somos Mayfair Neighborhood Engagement** program supported 100 unduplicated resident leaders in the Mayfair neighborhood with 28 leadership development training sessions throughout the program year. These community leaders developed and led community activities that engaged over 2,000 (duplicated) residents, such as parent workshops, reading circles, bridge to kinder summer program, a youth soccer league, and more. The program also implemented a community budgeting process for community-led project grants.

- 74% of the community leaders and participants in community activities increased their leadership at home and in the community.

The **Santee Engagement and Leadership Program**, lead by the Franklin McKinley Children's Initiative, supported 46 community residents by providing leadership training, applying for grants for neighborhood projects and implementing them in the community, and providing support to a group of neighborhood gardeners at a local community garden.

- 86% of participants demonstrated increased leadership in their community.
- 88% of participants demonstrated an increase in self-governing practices.
- 82% of participants demonstrated an increase in ownership of their community.

The **CommUniverCity Community Leadership Program (CLP)** supported 27 community members in District 3 by providing 10 community leadership development trainings and supporting participants in developing and implementing neighborhood improvement projects.

- 86% participants indicated they are more prepared to assume positions of leadership as a result of participation in the program.



2015-16 Community Leadership Program Graduation Ceremony

- **Encampment and Place-based Cleanup Program** – The City awarded CDBG funds to support the efforts of the San Jose Streets Team (SJST). The purpose of the project was threefold: 1) to remove trash and other debris in homeless encampments and in neighborhoods; 2) to provide project participants with outreach case management, employment development services, job training, and housing placement assistance; and 3) to place individuals into permanent jobs. The project served 120 unduplicated participants, exceeding all goals and achieving many successes, including the following activities and outcomes:
  - Removed 2,280 cubic yards of trash and debris from the City's Place-Based Initiative (PBI) neighborhoods, homeless encampments, and neighborhood hotspots identified by the Mayor's Gang Prevention Task Force.
  - Provided 4,248 hours of case management to 120 homeless and formerly homeless individuals.
  - Provided 3,089 hours of employment development services to 120 program participants.
  - 19 homeless participants were placed in permanent housing.
  - 33 individuals graduated from the program and retained employment for at least three months.
- **Code Enforcement** - This project focused on providing enhanced code enforcement services in the three Place-Based Initiative neighborhoods, Five Wounds/Brookwood Terrace, Mayfair and Santee, as well as neighborhoods identified by the Mayor's Gang Taskforce, such as Cadillac, Kollmar, Poco, Roundtable and Virginia. Code Enforcement Inspectors

conducted enhanced multifamily apartment building inspections, as well as surveys focusing on blighted conditions of residential properties in the neighborhood visible from the public right-of-way. Enhanced multi-family inspections provide inspections beyond the City's normal inspection schedule, resulting in more frequent and more comprehensive code enforcement inspections of multi-family buildings, resulting in more violation corrections than would occur without CDBG support. The surveys provide a comparison of neighborhood violations before and after Code Enforcement intervention. The code enforcement efforts included 5,647 inspections and re-inspections, which resulted in 2,655 notices sent to property owners and 4,286 violations corrected. The program served 1,820 unduplicated households. Results of these interventions include:

- 89% of blight violations identified by inspectors were corrected within 60 calendar days from the date inspectors notified the property owners of the violations.
- 87% of substandard housing violations identified by inspectors were corrected within 120 calendar days from the date inspectors notified the property owners of the violations.
- **Place-based Capital Street and Infrastructure Enhancements** – The neighborhoods of Santee, Mayfair, and Five Wounds/Brookwood Terrace all indicated a need for pedestrian safety and lighting improvements and prioritized projects to address this need. Several projects were underway during the program year including:
  - LED Lights (Underway) – Community Members in the Place-Based Initiative communities (Santee, Mayfair, and Five Wounds/Brookwood Terrace) identified the need to improve lighting in their neighborhoods to increase safety. CDBG community development efforts have resulted in the conversion of a total of 1,254 streetlights from low-pressure sodium to LED lights, resulting in improved visibility and increased energy efficiency. The project has been underway for the past two years and 183 streetlights were converted in the 15-16 program year. The City expects the entire project to be completed by August 2016. Outcomes include the following:
    - 81% of residents surveyed (n=85) rated the overall new LED lighting level (brightness, visibility), appearance (color), and feel (ambiance) as good or excellent as compared to the previous "low pressure sodium" (LPS) lighting.
    - The City estimates a 60% savings in energy use for each streetlight converted from low-pressure sodium to LED lighting.
  - Five Wounds/Brookwood Terrace Pedestrian Safety Improvements (Underway) – This project, which includes embossed crosswalks, pedestrian-scale street lighting, flashing beacons, and other pedestrian safety improvements is underway with the contract awarded this year, and construction expected to be completed by late 2016.
  - Five Wounds/Brookwood Terrace Road Humps (Underway) – Community members in the Five Wounds/Brookwood Terrace neighborhood identified pedestrian safety as a top priority for CDBG infrastructure improvements. Striping, signage, and road

hump installation along Forrestdale Ave and Jeanne Ave was completed in October 2015. Flashing beacons, wheelchair ramps, signage and striping are being installed at E. William Street and S. 18th Street William. Additionally, three radar speed display signs are being installed on Julian Street near San Jose High Academy and will be complete by August 2016. King Road Pedestrian Safety Improvements (Underway) – Two projects are in the design phase. The pedestrian safety project at King and St. James is currently under road assessment survey. Additionally, plans and specifications are in development for the pedestrian safety project at King and San Antonio.

- ADA Ramps (Underway) – This project will increase pedestrian accessibility and livability through the installation of 255 new or retrofitted curb ramps in place-based neighborhoods. The project is underway with 77 ramps completed in FY15-16. The project is on track to be completed by November 2016.

- **Other Place-Based Community Development Improvements**

- Five Wounds Art Walk (Completed) – This interactive multimedia art exhibit, starting at San Jose High Academy and ending at Olinger Elementary School was completed this program year and included painting of 5 art boxes, 2 murals, 14 painted storm drains, and two talking trash cans. Each project was designed by students and local arts and shared a watershed theme, intended to educate neighborhood residents about how water and pollution meet up in the storm sewer system. The results of pre and post-surveys revealed the following accomplishments:
  - At the completion of the project 79% of residents surveyed indicated they knew there is a creek near their home, compared to 62% before the project.
  - 70% of residents surveyed understood that trash that enters the storm drain goes into the creek untreated, compared with 64% before the project.
  - 59% of residents indicated they noticed more art in their neighborhood, compared to 46% before the project.



Local artist John Cloud created this art box on the corner of 19<sup>th</sup> and Santa Clara Streets.



The colorful "Drains to Our Creeks" logo was designed by local artist Monika Rose.

- Santee Drop-In Center and Playground (Completed) – The Santee neighborhood identified a need for open space and community gathering space. To address this need, the City invested CDBG funds into the rehabilitation of a playground and community drop-in center in Santee. Construction began in summer 2015 and the center opened in February 2016. The drop-in center is now available for the community and current activities offered at the center include ESL classes, summer activities for teens, senior wellness classes, and computer courses. Post-project survey of 88 neighborhood residents living within a half-mile of the center and playground revealed the following outcomes:
  - 97% of residents reported the new park in their neighborhood improved their quality of life.
  - 100% of residents reported access to a community center improved their quality of life.
  - 49% of residents reported the increase in parking in their neighborhood improved their quality of life.



Santee Playground



Santee Drop-In Center

- Mayfair Community Garden Enhancement (Underway) – This project will improve a community garden with 115 plots includes installation of a greenwaste pad, a shade structure, and a fence replacement. In the past year, the pads and shades have been installed and the last phase of the project, the new fence, is expected to be completed by the end of July 2016.
- Recovery Café Rehabilitation (Underway) – This project will rehabilitate the kitchen and social hall, and make ADA improvements of a church where a local nonprofit provides respite, community connections, and services for homeless individuals. The construction of this project is will begin in the Fall of 2016, and is expected to be completed by Spring of 2017.
- Library Facility Improvements – This project includes construction of technology bars in four libraries, floor replacement at five libraries, and the construction of a teen space at Biblioteca Latinoamericana. All libraries are located in low-income neighborhoods.

Planning, design, and cost analyses were completed during the 15-16 program year and construction will begin at the end of July 2016.

- Minor Repair Program – The primary purpose of the Minor Repair program is to arrest the deterioration of owner occupied housing for extremely low-income residents thereby restoring and preserving decent affordable housing in a cost-effective manner. The City provided CDBG funds to Rebuilding Together to address immediate health and safety needs as well minor accessibility and mobility needs. In the program year, the project provided 1,843 items of urgent, safety and accessibility/mobility repairs, and 46 items of major (e.g., roof replacements) rehabilitation activities to ensure safe and decent living environment to 259 low income households. The results of this project include:
  - 91% of households have improved safety conditions in their home.
  - 96% of households have improved accessibility and mobility modifications in their home as a result of the improvement.

**Promoting Fair Housing Choice**

**Investments and Expenditures**

<b>Program</b>	<b>Budgeted in Annual Action Plan</b>	<b>Expended</b>
CDBG	\$396,600	\$396,600

The City’s seeks to promote and increase fair housing choice through several strategies, such as requiring developers affirmatively market available apartments and focusing on providing housing for extremely low income households that are cost burdened. In addition to considering fair housing choice in decisions related to affordable housing development, the City provides funding to non-profit community-based organizations to provide services to low-income residents to address barriers to fair housing choice. The organizations funded provide needed services to low-income residents, such as investigating complaints of discrimination in rental housing, including conducting fair housing testing and interviewing residents to confirm and document cases of alleged discrimination. If complaints are valid, the funded agencies provide assistance to the clients in the form of client brief services or legal representation. Cases are resolved when the landlord corrects the action, such as providing reasonable accommodation for people with disabilities, stopping an eviction, or accepting a new tenant that had been previously denied because of race, color, religion, national origin, sex, disability, and familial status. In addition to these vital services, CDBG funds support Fair Housing outreach and education, including trainings for tenants and landlords to better understand fair housing requirements. The trainings prevent landlords from violating the law and educate tenants regarding their rights.

Fair Housing Consortium – CDBG funds supported a consortium of agencies that provide Fair Housing services. The consortium included the Law Foundation of Silicon Valley (lead agency), Project Sentinel, Senior Adult Legal Assistance (SALA), Asian Law Alliance (ALA), and Legal Aid Society. Services provided in the 15-16 program year included 62 fair housing presentations, 96 fair housing investigations, 191 client brief services, and 98 legal representations. Outcomes for this project include:

- 90% of presentation participants became more familiar with the laws governing fair housing following the presentation.
- Provision of legal services resulted in 80% of complainants with improved access or availability of housing.

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

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

91.520(a)

	CDBG	HOME
White	3,018	48
Black or African American	313	12
Asian	281	13
American Indian or American Native	159	5
Native Hawaiian or Other Pacific Islander	29	1
<b>Total</b>	<b>3,800</b>	<b>79</b>
Hispanic	849	36
Not Hispanic	2,951	43

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

### Narrative

As reflected in the table above, the City's programs served a diverse population of individuals and families in 2015-16. While several programs focus on serving specific underserved populations, all programs are prohibited from discriminating against any protected class when determining eligibility for programs. Affordable housing developers are required to develop and implement an affirmative marketing plan when leasing affordable apartments. All subrecipients of federal funds are also required to adhere to the City's Language Access Plan, ensuring resources are accessible to residents with Limited English Proficiency.

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

### Identify the resources made available

Source of Funds	Source	Resources available in FY 2015-2016	Projected Resources for Remainder of Consolidated Plan (2016-2020)	Amount Expended During FY 2015-2016
CDBG	Public - federal	\$14,911,853	\$17,187,005	\$10,544,096
HOME	Public - federal	\$12,422,437	\$11,554,697	\$10,475,097
HOPWA	Public - federal	\$866,106	\$2,960,913	\$767,977
ESG	Public - federal	\$964,644	\$2,365,921	\$735,347

Table 3 – Resources Made Available

### Narrative

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	100	100	Citywide

Table 4 – Identify the geographic distribution and location of investments

### Narrative

The City generally allocates federal entitlement dollars according to low- and moderate-income (LMI) census tracts without target areas. However, in light of current budget limitations, San José recognizes the importance of a coordinated effort to invest in its neighborhoods and has prioritized place-based strategies. In the 2010-15 Consolidated Plan, San José initiated the Place-Based Initiative (PBI) strategy by focusing leveraged investments in the Santee/McKinley, Five Wounds/Brookwood Terrace, and Mayfair neighborhoods to create clean, safe, and engaged places. In the 2015-2020 Consolidated Plan, the City continued to emphasize the importance of neighborhoods and to refine its approach by seeking to make high-impact, targeted investments in strategic locations and activities that advance the four goals identified in the 15-16 Action Plan. To the extent possible, the funding strategy seeks to leverage resources, support partnerships, advance multiple City goals, be outcome instead of output driven, and invest in programs that are replicable and sustainable without the need for ongoing federal and other public resources.

Over the past year, the City invested in several community development project, neighborhood engagement, and leadership development activities in the three PBI neighborhoods. Over the past two years, the City has invested CDBG funds into replacing high-pressure sodium lights in the three place-based neighborhoods with LED lights to increase visibility and safety and increase energy efficiency. This

project is nearly complete with 1,254 streetlights converted to date. A neighborhood Art Walk in Five Wounds/Brookwood Terrace was also completed in the program year, which included the painting/installation of 5 utility boxes, 2 murals, 14 painted storm drains, and 2 talking trash cans, all intended to educate the community on the impact of trash and pollution in storm drains released untreated into our local waterways.

All three PBI neighborhoods have indicated that pedestrian safety is a priority. As a result, the City has invested significant resources into the three neighborhoods to install traffic calming measures, improve pedestrian level lighting, and increase the accessibility. Several projects are underway and planned to be complete in the 16-17 program year.

Community members of the PBI neighborhoods also indicated a need for increased neighborhood engagement and leadership. The supported three community based agencies to implement neighborhood engagement programs in Santee, Mayfair, and Five Wounds/Brookwood Terrace. The three programs resulted in 173 community members participating in leadership training and implementing community projects in their neighborhoods. Additionally, approximately 500 residents participated in community events lead by these new neighborhood leaders.

The PBI neighborhoods are were also supported in the 15-16 program year with enhanced code enforcement services to improve substandard housing conditions. Additionally, the San Jose Streets Team interim assistance activity provided neighborhood cleanup services in Santee, Mayfair, and Five Wounds/Brookwood Terrace.

While the City has focused significant resources on the three PBI neighborhoods, investment in other low-income communities across the City was achieved. For example, the Library Rehabilitation project is underway for five neighborhood branch libraries. Addressing homelessness is a Citywide priority and the City is investing CDBG, HOME, and ESG funds to serve the homeless community Citywide. This includes both services and capital investments, such as the Recovery Café rehabilitation, a homeless day center, and rehabilitation of the Boccardo Reception Center, a homeless shelter.

## Leveraging

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

### Leveraging for Entitlement Funds

Leveraging HUD resources allows the City to bring in local, state, and other resources to combine with federal financial resources to maximize the reach and impact of the City's HUD-funded programs. The following are either HUD or City-required matching requirements for the four federal housing and community development programs:

- In both the CDBG and HOPWA programs, the City requires sub-recipients to contribute at least 20 percent of the program/activity/service cost from non-federal sources (that is, \$1 of non-federal funds for every \$5 of federal funds).
- In the HOME program, HUD requires entitlement cities to contribute at least 25 percent of the dollars disbursed from non-federal sources (that is, \$1 of non-federal funds for every \$4 of federal funds).
- In the ESG program, there is a one-to-one match (that is, \$1 of matching funds for every \$1 of ESG funding). The City matches the ESG funds with local Housing Trust Fund (HTF) dollars (see explanation below) invested in ESG-eligible homeless services. All HTF grantees are required to submit backup documentation for all costs, which are recorded to satisfy the matching requirements for the ESG program. In addition, the ESG program allows other federal sources to be used as matching funds. The City uses CDBG-funded homeless services (outreach and shelter) as a match for ESG funds.

Outside of these match requirements, the City pairs other federal programs such as the Neighborhood Stabilization programs (NSP 1 and 2) and the HOPWA Permanent Supportive Housing (PSH) programs to meet San Jose's housing needs and priorities. The HOPWA-PSH renewal grant was awarded this program year and will begin in FY16-17. The City also applied for and was awarded the HOPWA-VAWA (Violence Against Women Act) demonstration project grant, which will begin in FY16-17. The success of the City's HOPWA and HOPWA-PSH programs helped demonstrate the need and opportunities for this new project.

### Leveraging for State & local Housing & Community Development sources

#### *State Housing and Community Development Sources*

In addition to federal resources, the State of California has provided funding for affordable housing development, homebuyer programs, transit-oriented development, special needs housing, and infrastructure. However, over the last few years, resources have either been depleted (such as Proposition 1C) or eliminated (such as the former Low- and Moderate-Income Housing Fund as part of former redevelopment agencies). Some tools such as inclusionary zoning policies are of limited use in California because they cannot be used for multifamily rental housing due to the Palmer vs. City of Los Angeles court decision. However, new tools such as Citywide Inclusionary Housing Ordinance for ownership units and the Affordable Housing Impact Fee program are expected to generate additional revenue in the coming years. In 2016, a variety of legislative proposals to create affordable housing

resources – such as expanding the low-income housing tax credit program, and allowing inclusionary housing policies to apply to multifamily rental have been proposed.

The following is a list of State funding sources that the City accessed during this fiscal year:

- **Low-Income Housing Tax Credit (LIHTC) Program:** administers both federal and State programs that encourage private investment in affordable rental housing. For the Japantown Seniors development, the City leveraged \$4,900,000 in HOME dollars with \$14,738,128 in Tax Credits.
- **Affordable Housing Program (AHP):** AHP grants are awarded through a competitive application process to Bank members working with housing developers or community organizations to create rental or homeownership opportunities for lower-income households. For the Japantown Seniors development, the City leveraged \$4,900,000 in HOME dollars with \$750,000 in AHP funds.
- **CalHome:** first-time homebuyer down payment assistance, home rehabilitation, homebuyer counseling or mortgage assistance programs. The City assisted two homebuyers for \$117,000 and 3 housing rehabilitation loans through the CalHome program for FY 2015-16.
- **Building Equity and Growth in Neighborhoods Program (BEGIN):** downpayment assistance program; the BEGIN program assisted 12 homebuyers in the 2015-16 program year with \$450,000.

#### *County and Local Housing and Community Development Sources*

There are a variety of countywide and local resources that support housing and community development programs. Some of these programs offer assistance to local affordable housing developers and community organizations while others provide assistance directly to individuals. These resources are discussed below:

- **Low and Moderate Income Housing Asset Fund:** Program income generated from the Housing Department's \$675 million loan portfolio funded by former redevelopment agency affordable housing funds is deposited in this Fund (LMIHAF) and used to finance a variety of affordable housing programs. In the past fiscal year, LMIHAF generated \$52 million in revenue and funded 6 residential developments and land purchases to augment HOME funding or to serve as the sole source of funding. These FY 2015-16 commitments have produced or will result in approximately 250 new and newly-affordable rental homes. In addition, staff oversaw the completion of 405 new affordable apartments funded by LMIHAF, the City's issuance of bonds, and/or oversight of its Development Agreements.
- **Inclusionary Housing Program:** The City currently has an Inclusionary Housing Program in place in former redevelopment project areas, which requires that 20 percent of residential for-sale units be affordable or that other options are pursued, including the payment of in-lieu fees to the City. The inclusionary program assisted 15 homebuyers with \$1,123,000 in loans during FY 2015-16.

**Housing Trust Fund:** The City's Housing Trust Fund (HTF) provides ongoing funding for housing and support programs that seek to address homelessness, in part by creating a vehicle eligible to compete for outside funding sources. In FY 2015-2016, approximately \$4.2 million in HTF was used towards the following to respond to the impacts of homelessness in the community: City staffing and non-personnel costs; regional initiatives such as the "All the Way Home" campaign to end veterans homelessness; funding for the County of Santa Clara to support community-wide Continuum of Care work including the Care Coordination Project and HMIS; direct supportive services such as outreach, case management, employment placement, and housing support; and matching funds for federal, State and regional grants.

- **General Fund:** In 2015-16, The City's General Fund provided \$3.97 million for homeless services. \$2.2 million funded a Place-Based Rapid Re-Housing Pilot Program targeting homeless residents

living in encampments and \$1.7 million was set aside for ongoing homeless encampment abatement and deterrent services.

- **Mortgage Credit Certificates (MCC) Program:** MCCs provide assistance to first-time homebuyers by allowing an eligible purchaser to take 15 percent of their annual mortgage interest payment as a tax credit against federal income taxes. The County administers the MCC Program on behalf of the jurisdictions in the County, including San José and issued two certificates for \$108,000 in the fiscal year. Additional funding was provided in February 2016 and the County expects to issue more certificates in the coming year
- **Housing Trust Silicon Valley (HTSV):** This nonprofit lender combines private and public funds to support affordable housing activities in the County, including assistance to developers and homebuyers as well as multifamily supportive housing developments. For the fiscal year, the Housing Trust assisted six homebuyers with loan closings for \$327,750.
- **Housing Authority of the County of Santa Clara:** Acting on behalf of the City of San José Housing Authority, the City contracts with the Housing Authority of the County of Santa Clara (HACSC) to administer and manage the Section 8 Voucher program and public housing programs within San José. HACSC receives federal funding to run the following programs:
  - Section 8 Housing Choice Voucher Program: rental assistance to low-income households.
  - Continuum of Care (Formerly Shelter Plus Care): rental assistance program for homeless persons with a disability.
  - Family Self-Sufficiency Program: employment assistance program for Section 8 participants.
  - Veterans Affairs Supportive Housing (VASH): housing assistance for homeless veterans.
  - Family Unification Program: voucher assistance for families who have been separated due to a lack of adequate housing.
  - Non-Elderly Disabled (NED) Vouchers: voucher program to allow non-elderly disabled people to transition out of care-giving institutions.
  - Moderate Rehabilitation Program: project-based rental assistance for low-income families.
  - Project-based Voucher Commitments: project-based rental assistance for new and newly-affordable rental properties that serve vulnerable populations, including the homeless, disabled, seniors, large families, and other groups who are particularly disadvantaged in finding suitable affordable housing in our high-cost county.

In January 2008, HUD designated the HACSC as a “Moving to Work” (MTW) agency through June 30, 2018. The goal of the MTW program is to increase cost effectiveness, promote self-sufficiency, and expand housing options for low-income families. The MTW designation provides more flexibility in use of funding sources and will support the creation of more efficient programs. The City continues to partner with the HACSC to identify MTW activities that may benefit low-income families of the community, especially homeless households.

HACSC further plays a direct role in developing affordable apartments. Acting as a nonprofit housing developer, HACSC applies for funds from the City and a variety of State, federal, and private sources for its various development projects.

HACSC assists approximately 16,000 households through the federal Section 8, of which approximately 6,000 households receive assistance through the City of San Jose voucher program. The Section 8 waiting list contains 17,647 households and is estimated to be a seven-year wait. HACSC also develops, controls, and manages more than 2,600 affordable rental housing

properties throughout the County. HACSC's programs are targeted toward LMI households, and more than 80 percent of its client households are extremely low-income families, seniors, veterans, persons with disabilities, and formerly homeless individuals.

HACSC is an active developer of affordable housing and has constructed, rehabilitated, and/or assisted with the development of more than 30 apartment projects that service a variety of residents, including special needs households.

Note: Subsidized housing is housing owned and managed by private or nonprofit owners who receive subsidies in exchange for renting to LMI tenants, while public housing is housing owned and managed by the housing authority. Public Housing is defined by HUD as "housing assisted under the provisions of the U.S. Housing Act of 1937 or under a state or local program having the same general purposes as the federal program. Distinguished from privately financed housing, regardless of whether federal subsidies or mortgage insurance are features of such housing development."

HACSC, the City of San José Housing Department (CSJHD) and County of Santa Clara Office of Supportive Housing (OSD), in partnership with the Veterans Administration Palo Alto Health Care System (VA), worked together in FY 2015-16 to issue a joint NOFA/RFP for project-based vouchers, for release in July 2016

**If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

On April 26, 2016, the City adopted a resolution updating the current procedure for the disposition of surplus City-owned property to reflect the general terms of Assembly Bill 2135 with the purpose of making more land available for affordable housing. The adopted policy directs the City to continue to generally follow the revised State law as a means of promoting affordable housing within the City. However, in order to maintain its local municipal powers and preserve the City's ability to determine appropriate uses for its surplus properties, and to protect the value of properties that will never be appropriate for development as residential, staff is proposing modifications to the "Process for Determining Whether Property is Surplus." This resolution provides an exemption for Downtown in order to be consistent with the City's Affordable Housing Impact Fee.

This year the Valley Transportation Authority (VTA) adopted a new Affordable Housing Policy for land parcels in its Joint Development Portfolio. The policy requires the inclusion of affordable housing on VTA land that is proximate to transit when residential is the proposed use. City staff met with VTA to discuss the strategy and will continue to stay engaged as VTA issues new RFQs for specific sites.

On Tuesday, Dec. 8, 2015, the City Council declared a shelter crisis in San José. The Council also adopted an inclement weather response for vulnerable populations. As part of this inclement weather response plan, four City-owned facilities were designated as overnight warming facilities for homeless individuals. A warming center is a short-term emergency shelter that operates overnight for a set period of time when temperatures or a combination of rain, wind and temperatures become dangerously inclement.

In 2009 the City acquired and rehabilitated two single family homes on Vermont Street in the Rose Garden neighborhood. The homes are now being leased to a nonprofit organization that is providing housing for 12 formerly homeless veterans.

On the parcel at 868 Delmas Avenue, formerly owned by the City and conveyed to Habitat for Humanity, the City worked actively in the past year to finally move development forward. The one single family home planned for this site was delayed for several years after Habitat found contamination, and had it remediated while the housing market recovered from its recession. In the past fiscal year, the City committed an additional \$258,000 to reimburse costs of remediation, and amended its DDA to enable Habitat to successfully start construction in May 2016.

**Leveraging for HOME funds**

The amount of funds the City must matched is dependent upon the amount of HOME funds disbursed throughout the federal fiscal year. The data is collected up to September 30<sup>th</sup> (the end of the federal). The numbers below are based on the most current data collected as of publishing. The final numbers will be amended prior to submitting the CAPER to HUD.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	\$15,299,546
2. Match contributed during current Federal fiscal year	\$ 2,255,223
3 Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$17,554,769
4. Match liability for current Federal fiscal year	\$ 65,782
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$17,488,987

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

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
Homesafe	4/10/2016		\$5,430,351					\$5,430,351
Kings Crossing	4/10/2016		\$9,923,822					\$9,923,822
The Verandas	4/10/2016		\$14,108,460					\$14,108,460
Markham Plaza I	4/10/2016		\$17,082,610					\$17,082,610
Markham Plaza II	4/10/2016		\$15,106,671					\$15,106,671
98 Archer	4/10/2016		\$1,687,669					\$1,687,669
Plaza del Sol	4/10/2016		\$7,797,735					\$7,797,735
4th Street	4/10/2016		\$31,565,025					\$31,565,025
Willow Glen Sr.	4/10/2016		\$10,052,494					\$10,052,494
Curtner Gardens	4/10/2016		\$16,945,043					\$16,945,043
Canoas Terrace	4/10/2016		\$21,598,815					\$21,598,815
Edenvale	4/10/2016		\$30,701,355					\$30,701,355

Table 6 – Match Contribution for the Federal Fiscal Year

### Program Income

The amount of funds the City must matched is dependent upon the amount of HOME funds disbursed throughout the federal fiscal year.

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
\$3,202,076	\$5,014,585	\$3,447,326	\$434,163	\$7,782,335

Table 7 – Program Income

## HOME MBE/WBE Report

It is policy to require developers, contractors and/or sub-recipients to solicit bids from women and minority owned businesses. In bid notifications, it is required to include a statement that encourages MBE/WBE businesses to apply.

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

Table 8 – Minority Business and Women Business Enterprises

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

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

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

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

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

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

**Table 1: POPULATION SERVED**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of homeless households to be provided affordable housing units	<b>110</b>	<b>61</b>
Number of non-homeless households to be provided affordable housing units	<b>228</b>	<b>38</b>
Number of special-needs households to be provided affordable housing units	<b>25</b>	<b>72</b>
<b>Total</b>	<b>363</b>	<b>171</b>

**Table 11 – Number of Households**

**Table 2: TYPE OF HOUSING ASSISTANCE**

	<b>One-Year Goal</b>	<b>Actual</b>
Number of households supported through rental assistance	<b>135</b>	<b>133</b>
Number of households supported through the production of new units	<b>186</b>	<b>37</b>
Number of households supported through the rehab of existing units	<b>42</b>	<b>1</b>
Number of households supported through the acquisition of existing units	<b>0</b>	<b>0</b>
<b>Total</b>	<b>363</b>	<b>171</b>

**Table 12 – Number of Households Supported**

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

While the City did not meet some of the affordable housing goals set in the Action Plan, several projects underway will assist in meeting or exceeding the goals set in the coming year.

#### Table 1

The City far exceeded the goal for providing affordable housing apartments to special-needs households through our HOPWA program. This program provided TBRA to 72 households. The actual number of households served is even higher than what is reflected in the table above due to the City's HOPWA-PSH program. The HOPWA-PSH program provided TBRA to an additional 20 households in the program year.

The City met 55% of the goal for the number of homeless households to be provided affordable housing units. Seventy nine homeless households were assisted through HOME-funded TBRA and ESG-supported rapid rehousing assistance. One of the most significant challenges in meeting this goal is the tight rental market in the City with low vacancy rates. Even when provided a TBRA coupon or rapid rehousing deposit/rental assistance, it remains difficult to find apartments at fair market rent with landlords willing to rent to individuals with credit issues, criminal histories, or lack of recent rental references. The City expects to make progress on this goal in FY16-17 with the completion of The Plaza, which will provide 49 apartments dedicated to homeless households. These additional apartments will meet the goal of providing 110 homeless households with affordable apartments.

The City met 17% of the goal for the number of non-homeless households to be provided affordable housing units. While falling well short of the goal, the City expects to make significant progress in the first half of the next program year. The appearance of a lack of progress on this goal is primarily due to delays in construction of affordable housing developments, which will be completed in FY16-17, such as Donner Lofts (101 affordable apartments) and The Met North (70 affordable apartments).

#### Table 2

The City exceeded the goal for the number of households supported through rental assistance by providing rental assistance through HOPWA and HOME programs. In the 15-16 program year, the HOME TBRA program supported 46 households with rental assistance and the HOPWA program supported 70 households.

While the City did not meet the goals for rehabilitation and production of new apartments, several projects are underway that will meet the goals in the coming year. Significant progress was made in the production of new apartments with the completion 37 affordable apartments at Japantown Senior Apartments. Projects underway include Donner Lofts (101 affordable apartments; 43 HOME-assisted), The Met North (70 affordable apartments; 47 HOME-assisted), and Second Street Studios (134 affordable apartments; 58 HOME-assisted). Additionally, the CDBG-funded acquisition and rehabilitation of The Plaza will add 49 new affordable apartments for homeless individuals in the 16-17 program year, which will exceed our goal of 42.

The City provided HOME funds to Habitat for Humanity to support the acquisition and rehabilitation of one home to low-income family. Due to the sharp increase in the cost of acquiring the housing in San José and the need to still make it affordable to the buyers, the program has become unfeasible and will no longer continue. HOME funds previously allocated for this program have been reallocated for new rental development and/or TBRA.

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

The City will continue to focus on the production of new affordable housing opportunities, as well as supporting homeless and special-needs individuals and families with rental assistance. Short delays in some of the projects the City expected to complete in 15-16 will result in accomplishments to be realized in 16-17 or future years.

Due to the delays in the construction of affordable housing, the City will make adjustments on the

expected goals for the number of households supported, as well as the number of new apartments constructed in future action plans.

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

<b>Number of Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	0	65
Low-income	0	18
Moderate-income	0	1
<b>Total</b>	<b>0</b>	<b>84</b>

**Table 13 – Number of Persons Served**

**Narrative Information**

Much of the City’s current affordable housing portfolio consists of apartments for individuals with incomes between 50-60% of Area Median Income. Earlier this year the City adopted a two year Housing Investment Plan and began planning for a joint NOFA with the County of Santa Clara County and the Housing Authority of Santa Clara County. With these actions, the City is prioritizing the provision of housing for homeless individuals and families, which resulted in a large proportion of extremely low-income households served this year. The individuals served with HOME funds include homeless persons receiving rental assistance, and low-income tenants of new rental apartments developed with HOME funds.

While CDBG funds invested in the 15-16 program year will result in an increase in availability of affordable housing in the next year when the rehabilitation of the Plaza is complete, which will provide 49 new apartments of affordable housing for homeless individuals. Investments in HOME projects in the 15-16 year will also result in new apartments in 16-17, such as the Met North, which will include 70 new affordable apartments (47 of which are HOME units), and all apartments will be occupied by extremely low-income households.

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

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

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

The 2015 San José Homeless Census and Survey identified a total of 4,063 individuals residing in San José on any given night, a 15% decrease from the 4,770 persons counted in 2013. Of the 4,063 homeless persons counted in San José, 69% of them were unsheltered (residing on the street, in vehicles, in abandoned buildings or in encampment areas). There were 778 homeless individuals (19% of the total homeless population) counted in encampments, primarily in the open space along Coyote Creek, in freeway rights-of-way and along railroad lines. In both the 2013 and 2015 Homeless Point-In-Time Counts, the City funded targeted encampment and outreach efforts to historically hard-to-count populations (i.e. youth and encampment residents).

In FY 2015/16, the City prioritized rapid re-housing with supportive services as well as a Crisis Response System, which included Homeless Outreach and Engagement. Both ESG and CDBG funds were allocated to homeless outreach and engagement services with homeless persons in encampments and on the streets. While the focus was rapid re-housing, ESG funds were also used to end someone's homeless episode quickly through interim housing strategies, case management support, and financial assistance. Approximately 24% of ESG funds were expended on homeless outreach and engagement services.

The City-wide Homeless Outreach and Engagement Program provided a coordinated response to the community about homeless persons living on the streets and in encampments throughout San José. Funded with both ESG and CDBG and managed by HomeFirst, the Program engaged homeless clients throughout San José, with the goal of transitioning them from the streets to permanent housing. The Program used a centralized Homeless Outreach and Engagement Helpline (408-510-7600) and email address ([outreach@homefirstscc.org](mailto:outreach@homefirstscc.org)). HomeFirst reported 2064 calls and emails were received and responded to within 48 hours. When a call or email came in a team of outreach workers and/or case managers were deployed to the site to connect the homeless individuals to housing, and offer emergency shelter, transportation, case management and other comprehensive supportive services. Every visit was recorded in a database, which helped the City understand how many encampments were in San José and which ones got the most complaints. The database was also used to determine which encampments got cleaned. The City-wide Outreach Program provided 893 outreach contacts to 305 unduplicated homeless persons throughout San José. Further, 34% of clients contacted via street outreach moved from the street to a permanent destination or institution (significantly exceeding the goal of 10%).

PATH managed the Downtown Homeless Outreach and Engagement Program, which included a dedicated community outreach and mobile case management team, an assessment process to establish the geography and extent of homelessness, engagement with local service providers and community stakeholders, and permanent housing location, placement, and retention activities. The goal of the program was to increase community engagement around homelessness and decrease the number of people experiencing homelessness in the downtown core. PATH provided 1703 outreach contacts to homeless persons in the downtown core to 184 unduplicated homeless individuals. Further, 40% of clients contacted via street outreach moved from the street to a temporary destination and institutional

destination and 4 people moved into a permanent housing destination. This low number can be explained because the program targeted and served primarily individuals experiencing chronic homelessness with chronic illnesses who faced multiple barriers to permanent housing. PATH commented that Santa Clara County's tight rental housing market, high rents, and low vacancy rate poses significant challenges to permanently housing our most vulnerable.

As a result of ESG and CDBG funding, PATH made a total of 184 unduplicated contacts and Homefirst made a total of 305 unduplicated contacts with homeless individuals. Unduplicated contacts were individuals and/or families who were assessed for available housing options and linked to temporary shelter, case management, transportation and medical services. Engaging with someone for long enough to gain trust can take weeks, months or years, especially for those who do not access shelter or services and most likely have multiple barriers securing permanent housing and gaining stability.

The City continued coordinating with the Santa Clara Valley Water District and other government and nonprofit partners to implement an ongoing response to homeless encampments which balances the needs of the encampment occupants and responds to the concerns of neighborhoods and the damage to the environment resulting from the encampments. Outreach and engagement teams worked in conjunction with the abatement team once a site was identified for cleanup, to offer services and referrals.

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

The City continued to support emergency and transitional housing options, but prioritized moving people quickly into housing with supportive services as seen in the successful Housing First approach. Efforts included creating mutually beneficial partnerships with property owners and managers to remove the stigma of renting to extremely low income and formerly homeless people, and increasing the number of units of permanent housing available to homeless people linked with supportive wraparound services.

While the City's primary outcome for ESG grantees was rapid re-housing and housing maintenance, ensuring shelter in the interim was critical. In FY 2015/16, ESG funded 6,536 personal shelter days while homeless individuals engaged with a case manager and secured permanent housing (rather than remaining outdoors). The ESG-funded Outreach Teams were also able to connect individuals to other appropriate supportive housing programs, including the HOME-funded Tenant-Based Rental Assistance Program (TBRA).

The ESG and CDBG funded Rapid Re-housing and Supportive Services Project was provided by a consortium of five agencies: Bill Wilson Center (lead agency), LifeMoves (formerly InnVision Shelter Network), Family Supportive Housing, Sacred Heart Community Service, and Next Door Solutions to Domestic Violence. The project provided services, which included emergency shelter, to homeless clients searching for permanent housing. With a goal of providing 8,250 personal shelter days, the ESG and CDBG-funded program provided 39,763 shelter days. Further, 46% of clients served through emergency shelter and/or supportive services exited to permanent housing destinations (the consortium exceed the goal of 40%).

The City's Crisis Response System included various essential services centered on hygiene and emergency shelter.

Using the local Housing Trust Fund, the City funded HomeFirst to operate a Shower & Sanitation Program, which provided showers, meals and laundry facilities to unsheltered individuals not already accessing services through other programs. Operated out of the Boccardo Reception Center (BRC) the program served up to 30 clients daily five days per week on a drop-in basis. Priority was given to those referred by HomeFirst and PATH's citywide and downtown outreach teams. HomeFirst provided 1,402 showers and 784 loads of laundry to 223 unduplicated homeless clients. 99% of clients reported that the Shower & Sanitation Program met their basic needs.

On December 8, 2015, the City Council declared a state of emergency due to a shelter crisis, pursuant to California Government Code Section 8698, as the possibility of severe weather coupled with potential flooding posed a significant threat to the health and well-being of the approximately 2,800 unsheltered individuals in San José living along the waterways, on the streets, and in other exposed areas. Funded by local Housing Trust Fund monies, HomeFirst was contracted to operate the Overnight Warming Locations (OWL) at four City owned facilities for a combined 100 unsheltered persons in San Jose during periods of inclement weather. The OWL program served 219 duplicated individuals (150 unduplicated) in 5 activation periods, which came to 15 nights of activation at two of the sites and 11 nights of activation at the other two sites.

When the City Council declared a state of emergency due to a shelter crisis on December 8, 2015, the City implemented a pilot Temporary Church Shelter Program to provide enhanced support to interested faith-based institutions with the goal of creating additional shelter opportunities as a response to inclement weather conditions. As described in part 17 of Title 20 of the San Jose Municipal Code, a church or religious institution may provide temporary shelter to homeless persons. The Code, however, requires a special use or conditional use permit and limits the provision of overnight shelter up to 15 people per location - as permitted by maximum site occupancy - for up to 35 calendar days each year. In addition, Council Policy 6-30, which requires public notification and outreach for any pending land use and development proposals applies. Council expedited Special Use or Conditional Use Permit applications for temporary church shelter and waived the fees and the public outreach requirement. The City worked with ten religious institutions to provide technical assistance to develop safe and effective shelter management plans and training for volunteers providing services and site inspections. The churches assisted 91 people and utilized 1,670 volunteers. As a result of the successful program, the City will make changes to the existing ordinance to further increase the impact of the program.

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

In FY 2015/16, the City prioritized street-based services and rapid re-housing for literally homeless persons rather than prevention services. All City programs had similar outcomes based on rapidly re-housing homeless persons rather than preventing homelessness.

The City, however, continued to partner with the County of Santa Clara on the two-year AB109 Central County Community Reintegration Pilot Project. Providing supportive housing through HomeFirst, the

Project served homeless individuals heavily involved in the criminal justice system. The Project enrolled 19 of the 20 clients with 13 of them moving in permanent supportive housing.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.**

The City partnered with The Health Trust to administer time-limited tenant-based rental assistance to homeless households in San José. Tenant-based rental subsidies were one of the City's primary resources in helping non-chronic homeless households who are employable and capable of transitioning to some level of self-sufficiency and rapidly exit from homelessness into long-term stable housing. Funded through two sources, HOME and the General Fund, the City supported over 200 households with this service in FY 2015/16. Typically, the assistance lasts for a period of up to two years and is paired with case management, employment placement, and other individualized supportive services. This helps to ensure that the participant is fully prepared to transition off the subsidy at the end of the program duration. The target population for both the General Fund Place-Based Rapid Re-housing Program and the HOME TBRA programs are transitionally homeless individuals and families. The transitionally homeless population typically consists of those with behavioral and/or criminal justice system involvement which exacerbates their homeless episode. The ultimate goal for the transitionally homeless population is economic self-sufficiency through employment.

Targeting the underserved and providing the means necessary to obtain permanent supportive housing quickly proved successful overall. However, securing apartments in such a competitive rental market continued to be the biggest challenge. While rental subsidies provided for a great opportunity to homeless individuals while they regained self-sufficiency, even those who attained gainful employment were turned away in high numbers by landlords. Credit and criminal records were barriers that landlords were not overlooking, even for items that occurred many years ago. Landlords had numerous people showing up for an open apartment and took the renter with the highest income and cleanest record. Given the City's priority of rapidly re-housing homeless persons, regardless of the immense challenge to secure housing, there were several funding sources that supported various programs.

In FY 2015/16, the San José City Council continued to allocate an annual amount of \$2M from the General Fund for a Place-Based Rapid Re-Housing Program that provided rapid re-housing, security deposits, rental subsidies, employment placement, and case management to 100 transitionally homeless individuals who lived in a targeted encampment in San José with the highest concentration of homeless persons, trash, crime, and damage to the environment. In order to make a measurable and long-term beneficial impact on the people living there, as well as the surrounding neighborhoods, businesses, and environment, the City offered supportive housing to everyone living there and implemented site remediation measures. The site was permanently closed in December 2014. To date, 254 homeless persons were housed and of that number, 130 were housed through the City's program with services provided by Downtown Streets Team.

Similar to the above mentioned Place-Based Rapid Re-housing Program, the City funded the Tenant-Based Rental Assistance Program (TBRA) through HOME dollars. The HOME TBRA Program provided

housing subsidies matched with appropriate case management services to employable homeless households, including but not limited to families with children, Veterans, those residing downtown or in targeted encampments, or those working with social workers through the County's Valley Homeless Healthcare Program. The City's TBRA administrator, in concert with the clients' case managers, helped program participants to locate appropriate rental housing, perform housing inspections, and coordinate monthly subsidy payments per HOME TBRA guidelines. In FY 2015/16, forty households were housed in TBRA.

As a result of the challenges in identifying suitable market-rate apartments, the City developed a Transition in Place (TIP) Housing Program that provided access to subsidized apartments. By providing access to Extremely Low-Income (ELI) apartments, it was likely that Tenant-Based Rental Assistance participants will be able to transition in place and remain housed. The City utilized a variety of strategies to gain access to existing restricted affordable apartments including paying for rehabilitation costs of existing apartments, buying down rents of very low- or low-income apartments, and subsidizing the development costs of new construction.

In FY 2015/16, participants in the General Fund Place-Based Rapid Re-Housing Program benefited from the existing portfolio of dedicated TIP units. Those referred (based on apartment turnover) came with a case manager and some level of recent housing history. The City partnered with First Community Housing to access to ten apartments at Creekview Inn in which seven General Fund Place-Based Rapid Re-Housing Program participants occupy. The City also partnered with Abode Services to set aside 31 of their scattered single room occupancy apartments through Housing for Independent People of which 9 are occupied. In the pipeline is a partnership with Eden Housing, Inc. for 8 family apartments at Eden Palms, as well as a partnership with Charities Housing for 9 apartments at Met North.

The City of San José, in coordination with other public and private agencies in Santa Clara County, continued to address homelessness through a multi-faceted approach that includes: funding and providing direct services; advocating for policies, programs, and funding that support ending and preventing homelessness, and researching best practices to better serve the area's homeless and at-risk residents. The City aligned itself closely with Destination: Home, a public-private partnership formed in 2008 to implement the initiatives identified by the Blue Ribbon Commission on Ending Homelessness and Solving the Affordable Housing Crisis. Destination: Home is a convener, advocate, and driving force in bringing Santa Clara County to systematically reduce its most vulnerable homeless populations.

The Care Coordination Project (CCP) is a community-wide effort established in 2011 for the purpose of coordinating the care of the County's most vulnerable and long-term homeless residents by bringing together all of the services and benefits that clients need to obtain and maintain housing, including drug and alcohol rehabilitation, mental health services, government benefits and housing resources. In FY 2015/16, the City continued to partner with the County Office of Supportive Housing to provide support for the salaries and related costs of eight (8) intensive case managers and other supportive services in the CCP with funding in the amount of \$800,000 from the Housing Trust Fund. Each intensive case manager maintained active case loads of no more than twenty chronically homeless or newly housed clients totalling capacity at one hundred sixty (160) clients.

On a regional level, over the past year leaders from the City, the County, other government agencies such as the Housing Authority of the County of Santa Clara and the Santa Clara Valley Water District, service providers, philanthropy, community institutions, and business organizations implemented the Community Plan to End Homelessness in Santa Clara County. The Community Plan was developed to

enhance the community's work towards ending and preventing homelessness among all homeless persons and families. Building supportive housing requires a strong partnership and commitment between the City, the County of Santa Clara, and the Housing Authority of Santa Clara County. The City typically provides development financing while the County coordinates supportive services and the Housing Authority funds project-based vouchers.

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

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

Not applicable. There are no public housing units located in the City.

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

While the majority of their units have been converted to affordable housing stock, HACSC is proactive in incorporating resident input into the agency's policy-making process. An equitable and transparent policy-making process that includes the opinions of residents is achieved through the involvement of two tenant commissioners, one being a senior citizen, on the HACSC board.

HACSC has been a MTW agency since 2008. In this time the agency has developed 36 MTW activities. The vast majority of their successful initiatives have been aimed at reducing administrative inefficiencies, which in turn opens up more resources for programs aimed at LMI families. The following is excerpted from HACSC's August 2014 Board of Commissioner's report:

"HACSC's Family Self Sufficiency (FSS) Program is designed to provide assistance to current HACSC Section 8 families to achieve self-sufficiency. When a family enrolls in the five-year program, HPD's FSS Coordinator and LIFESteps service provider helps the family develop self-sufficiency goals and a training plan, and coordinates access to job training and other services, including childcare and transportation. Program participants are required to seek and maintain employment or attend school or job training. As participants increase their earned income and pay a larger share of the rent, HACSC holds the amount of the tenant's rent increases in an escrow account, which is then awarded to participants who successfully complete the program. HACSC is currently in the initial stages of creating a pilot successor program to FSS under the auspices of its MTW flexibility called Focus Forward."

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

Not applicable.

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

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

The City is addressing barriers that hinder affordable housing and residential investment with the key programs and policies listed below: <sup>1</sup>

**Barrier:** The City's General Plan currently directs the majority of the City's new housing into growth areas and Urban Villages that require area plans before housing can be built.

**Action:** In late 2015, the City convened a General Plan Task Force for a planned 4-Year Major Review. The Task Force proposed several changes to increase the supply of affordable housing and these will be heard by the City Council in Fall 2016.

- One change would allow one hundred percent deed restricted affordable housing developments on small vacant or underutilized sites outside of the existing Growth Areas on properties with a Mixed-Use Commercial or Neighborhood/Community if certain criteria are met.
- Establish an Urban Village wide goal that, with full build out of the planned housing capacity of the given Village, 25% or more of the units built would be deed restricted affordable housing, with 15% of the units targeting households with income below 30% of Area Median Income. This is a goal, not a requirement to be imposed on individual projects.
- Residential projects that are 100% affordable to low (up to 60% AMI), very low (30-50% AMI) and extremely low income (up to 30% AMI), can proceed within an Urban Village ahead of a Growth Horizon, or in a Village in a current Horizon that does not have a Council approved Plan, if the project meets certain criteria.

**Barrier:** Prior to 2016, the City's Apartment Rent Ordinance allowed for a maximum allowable rent increase of 8% per year resulting in rapid rent increases and displacement during the region's recent economic boom.

**Action:** This year the City Council voted to strengthen the Apartment Rent Ordinance. Effective June 17, 2016, the updated Policy lowers the maximum allowable rent increase from 8% to 5% and outlines the process for filing cost past-through petitions. In addition the City has collaborated with external nonprofit housing agencies to provide education, legal, and outreach services to tenants and landlords covered by the Apartment Rent Ordinance.

**Barrier:** Mobilehome Parks are increasingly at risk of conversion and closure as the economy booms and land values rise.

**Action:** The City Council adopted a new City Council Policy to provide guidance for resident compensation and relocation if and when a mobilehome park closes. In addition staff drafted General

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<sup>1</sup> City of San Jose. "Action Plan FY14-15." 2013.

Plan text amendment goals supporting the preservation of mobilehome parks in San José. These General Plan changes are anticipated to be adopted in FY 2016-2017.

**Barrier:** Cities in California cannot enforce Inclusionary Housing policies and ordinances for rental housing due to the *Palmer v. the City of Los Angeles* court decision stating that such ordinances violate builder's constitutional rights.

**Action:** The City of San José supported State legislation that would have changed state law removing this barrier. In addition, the City continues to work on implementing the Citywide Inclusionary Housing Ordinance, effective on July 1, 2016. The City will continue to review the current policy's implementation to ensure it provides certainty to developers as well as incentives to comply by providing affordability or payment of in-lieu fees, whether under the Policy or on a negotiated basis in exchange for development concessions.

**Barrier:** California state law currently limits the total amount of the Low Income Housing Tax Credits that the Tax Credit Allocation Committee can allocate to \$70,000,000. Most affordable housing development uses tax credits to fill the affordability gap.

**Action:** The City of San José supported AB 2817, a bill that would increase the aggregate housing credit dollar amount that may be allocated among low-income housing developments by \$300,000,000 to a total of \$370,000,000.

**Barrier:** In response to the high cost of developing housing in California, the Legislature in 1987 authorized a state low-income housing tax credit program to leverage the federal credit program. Unfortunately, state taxes are deductible from federal taxes, meaning that investors claiming the state LIHTC must then pay taxes on their higher federal income. With the federal corporate tax rate at 35%, this means that investors claiming state LIHTC's generally pay no more than 65 cents for each dollar. In other words, for every dollar the state invests in this critical program, the federal government currently takes 35 cents.

**Action:** The City of San José supported State Senate Bill 873 which would substantially increase the value of the state's investment in the LIHTC program by allowing a developer who receives an award of state LIHTCs to sell the credits to an investor without requiring the investor to be part of the ownership entity (typically a limited partnership). The bill greatly increases the efficiency of the program and allows many more affordable housing units to be built for the same level of state tax expenditure. This bill gives the state a bigger bang for its buck.

**Barrier:** State Proposition 13 was adopted in 1979 and limits the amount of property tax that local governments can collect. This limit has forced local governments to favor land uses that generate sales taxes to pay for City services.

**Action:** This year the City has engaged in conversations with partner agencies, non-profits, and other organizations to develop a more coordinated, regional response to creating affordable housing opportunities. This includes working with the County, neighboring jurisdictions, and Congestion Management Agencies such as the Valley Transportation Authority (VTA). This also includes the exploration of strategies to facilitate a more balanced regional distribution of affordable housing production and possible tax sharing mechanisms to address fiscal land use issues created in part by California's Proposition 13.

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

Place-Based Community Development: To address obstacles relating to low levels of neighborhood engagement in low income neighborhoods, the City allocated CDBG dollars into three neighborhood engagement programs in three place-based initiative communities (Mayfair, Santee, and Downtown San Jose). These program included trainings and empowered community leaders to develop and lead community workshops and activities.

Homelessness: The City recently adopted an urgency ordinance allowing a church/religious assembly to provide temporary shelter to homeless persons without obtaining a Special Use or Conditional Use Permit and allowing a temporary shelter to be provided no more than twice a year, for a total of no more than 70 days. This will ensure that this program remains operational while staff completes the necessary analysis and public outreach required to fulfill the City Council direction to revise the existing non-urgency ordinance. The goal of that effort is to improve the utility and the breadth of services provided to homeless individuals via this program on an on-going basis.

Bridge Housing: Permanent Supportive housing is considered to be the best long term solution for homelessness, but it is costly and takes several years to plan and build. For this reason San Jose is looking at ways to build transitional communities rapidly and at lower cost. The City is currently exploring ways to adapt manufactured housing with shared cooking, dining and bathroom facilities for use as “bridge housing” until permanent affordable apartments become available. The City is also co-sponsoring State legislation that would allow the City to create a special building code for low cost cabins with shared kitchen, dining and bathroom facilities.

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

The Department of Housing provides lead-based paint (LBP) testing and assessment services on all dwellings built prior to 1978 that receive rehabilitation assistance. In addition to the trained and lead-certified Housing Department staff, the City has a contract with a private environmental consultant to provide testing and assessment services. These services are being provided to comply with Federal regulations 1012 and 1013 of Title X, as well as to ensure a safe living environment for the residents of San José. As a result of funding shifts, the Home Repair Program was primarily funded through non-federal funding sources. Although the funding used does not require lead based paint testing or associated remediation the City continued to test homes receiving rehabilitation funding. The City’s Home Repair Program has been on hold for the better part of three years. The Projects underwritten and implemented during this period were a result of the existing pipeline. As a result the City’s lead testing totals were minimal this past year. In 2015-16 the City tested 2 homes for lead based paint.

In Fiscal year 2016-17, the Minor Repair Program was expanded to include more extensive repairs. With this expansion, the City will be proactively testing a significant number of homes compared this past year.

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

The City, in its continuing effort to reduce poverty, has prioritized funding agencies that provide direct assistance to the homeless and those in danger of becoming homeless. Additionally, the City has made a commitment to improve the communication and service delivery capabilities of agencies and organizations that provided programs to assist the homeless.

Investments of CDBG and ESG funding this year resulted an increase in income for hundreds of homeless and formerly homeless individuals and families. For example, the ESG and CDBG-supported Rapid Rehousing and Supportive Services Program, managed by Bill Wilson Center, resulted in 51% of clients reporting an increase in employment or non-employment cash income. In addition, 85% of clients receiving support services through the City's HOPWA program obtained or maintained benefits and/or income during the program year. The San Jose Streets Team Job Training program resulted in 15 job placements for homeless or formerly homeless individuals.

A key effort is Work2Future, the local administrative arm of the Workforce Innovation and Opportunity Act of 2013 (WIOA). Work2Future operates one-stop centers that serve the areas of San José, Campbell, Morgan Hill, Los Altos Hills, Gilroy, Los Gatos, Saratoga, Monte Sereno, and the unincorporated areas of the County. The Department of Labor is the main funding stream for the centers. Other sources include state, local, and federal grants and corporate support. Strategically positioned within the Office of Economic Development, Work2Future addresses the workforce and economic development needs of the local area in collaboration with small and large businesses, educational institutions and community-based organizations.

Additionally, the City's Office of Economic Development began an initiative in 2014 to explore pathways to middle-wage jobs and manufacturing employment to create new economic opportunities for the residents of San Jose.

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

The City is strives to improve intergovernmental and private sector cooperation to synergize efforts and resources, and develop new revenues for community service needs and the production of affordable housing. Ongoing collaborative efforts include:

- Regular quarterly meetings between entitlement jurisdictions at the CDBG Coordinators Meeting and Regional Housing Working Group.
- Twice monthly meetings between the Directors of the City of San Jose Housing Department, the Santa Clara County Office of Supportive Housing, and the Santa Clara County Housing Authority.
- Developing joint jurisdiction RFPs and project review committees with the Santa Clara County Office of Supportive Housing and the Santa Clara County Housing Authority. This partnership will simplify the application process for affordable housing developers, facilitate joint review and coordinate funding for capital projects, project-based housing vouchers, and support services.
- Coordination on project management for projects funded by multiple jurisdictions.

### *Achievements in PY15-16*

In FY15-16 the City worked with the County of Santa Clara Office of Supportive Housing (OSH) and the Housing Authority of the County of Santa Clara (HACSC) to develop a joint Notice of Funding Availability

for Permanent Supportive Housing for the chronically homeless and other homeless populations. The \$48 million NOFA, \$40 million of which was from the City of San José, was released in mid-July and will be awarded in the 16-17 program year.

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

The City benefits from a strong network of housing and community development partners, such as the Regional Housing Working Group, Work2Future, and the Continuum of Care. The City is a leader in the Santa Clara Continuum of Care (CoC), including membership on the leadership board, the performance management workgroup, and the coordinated assessment workgroup. The membership of the CoC is a collaboration of representatives from local jurisdictions comprised of community-based organizations, the Housing Authority of County of Santa Clara, governmental departments, health service agencies, homeless advocates, consumers, the faith community, and research, policy and planning groups.

In addition, the Housing Department periodically hosts round table discussions with affordable housing developer partners to address issues relating to housing finance and loan compliance.

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

The City's 2010 Analysis of Impediments to Fair Housing Choice identified public and private impediments. Below is a listing of these impediments along with the actions that have been taken to overcome their effects:

**Impediment:** Santa Clara County is primarily composed of sprawling low density suburban development with housing isolated from employment centers, retail, services and amenities.

**Action:** The City's Envision 2040 General Plan seeks to create vibrant urban villages with dense mixed use development near transit and commercial corridors. The plan was adopted in 2011 and is currently undergoing a 4-year major review under to find ways to encourage the development of new affordable housing. The Valley Transportation Authority (VTA) recently adopted a Joint Housing Development policy requiring a set aside for affordable housing on all VTA owned joint development sites.

**Impediment:** Zoning and development standards for Secondary Dwelling Units can limit the feasibility of constructing such units.

**Action:** The City is currently updating its zoning ordinance to facilitate more Secondary Dwelling units. Possible changes include smaller minimum lot sizes, smaller rear yard setbacks, allowing Secondary Dwelling Unit parking in the front driveway apron, not requiring full kitchens and more. It is anticipated that changes will be adopted by the City Council in Fall 2016.

**Impediment:** Regulations for Transitional Housing

**Action:** Currently the California Building code does not allow for the creation of low cost temporary cabins for the homeless. The City is currently co-sponsoring a bill with Assembly member Nora Campos to allow San Jose to create a shelter crisis building code allowing the creation of a government sanctioned temporary transitional housing community using cabins and common bathroom and cooking facilities. If the bill is signed by the Governor, the City will work on implementing a pilot community.

The City has also established a shelter urgency ordinance to provide temporary shelter to homeless persons without obtaining a Special Use Permit or Conditional Use Permit. The Church Shelter ordinance allows places of worship to host up to 30 homeless individuals living in their cars for up to 90 days no more than twice per year. The City is also exploring the expansion of outreach, support and funding options to attract/incentivize additional participation from more faith-based groups.

**Impediment:** Parking requirements serve as a constraint to housing development because they increase development costs and consume space in building envelopes that could be used for additional housing units.

**Action:** The City of San Jose recently approved its first multifamily housing development with zero parking. The building is located near several high quality transit lines (Diridon Station) and incorporates Transportation Demand Management (TDM) to provide alternatives to car ownership. In addition, TransForm, a nonprofit organization recently released Green Trip Connect, a new data driven tool that allows planners and policy makers to calculate the transportation benefits of locating in a walkable community near transit. The tool helps to illustrate the cost savings of reduced parking policies and other strategies such as bike share, secure bike parking, free transit passes for residents, car share and more.

**Impediment:** The Housing Element is a state-mandated element of the City's general plan and it must be updated every 5-7 years. The Housing element must identify that the City has zoned adequate sites to accommodate projected housing demand for the period.

**Action:** On January 27, 2015, the City of San Jose adopted a Housing Element that will extend to 2023. The Housing Element identified sufficient sites for market rate and affordable housing and was certified by the California Department of Housing and Community Development.

**Impediment:** Individuals with mobility disabilities often need accessible units that are located on the ground floor or have elevator access, larger kitchens, bathrooms, and showers that can accommodate wheel chairs.

**Action:** The City recently approved a three-year \$5,000,000 pilot program to provide housing rehabilitation assistance to property owners who will rent to homeless veterans of the U.S. armed forces who have housing vouchers, coupons, or are receiving other forms of rental assistance. The program will provide incentives for building owners to make accessibility upgrades for Veterans with mobility disabilities.

**Impediment:** There are many barriers to housing choice for homeless individuals. Such barriers include insufficient income, landlords who will not accept vouchers, eviction histories, poor credit histories, criminal or drug histories, policies that do not allow pets and more.

**Action:** The City has purchased two motels and is in the process of converting them into low cost temporary housing.

As a result of the challenges of identifying apartments for individuals already with rental subsidies and case management, the City developed a Transition in Place (TIP) program that provided access to apartments in subsidized housing developments. Providing this access to deeply affordable apartments greatly increased the likelihood that participants from tenant-based rental assistance programs are able

to "transition in place" and remain stably housed once their rental coupon expires. The City utilized a variety of strategies to gain access to existing restricted affordable apartments, including paying for rehabilitation costs at properties, buying down rents of very low or low-income apartments, and subsidizing development costs of new construction. The cost of the program varies depending on the mechanism used to gain access to the apartments.

Through the TIP program, a property owner gave the City a right to refer into a specific number of apartments prospective tenants who held a rent subsidy coupon from the City. The program served individuals and families who were homeless but quickly rehoused and stabilized through time limited rental subsidies and support. Through employment and supportive services, the goal of the program is that individuals and households are expected to achieve independence, defined as the ability to pay a 30-40% AMI rent within a 2 year period. This equated to rents between \$559 and \$744 for a studio apartment. In FY 2015/16, the City identified 71 apartments for the program. However, turnover for the apartments was extremely slow and in this fiscal year, only 16 apartments were open for referral from the City.

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

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

*Monitoring CDBG, HOME, HOPWA and ESG*

The City continues to follow the grantee monitoring requirements outlined by HUD for the use of federal funds. The City has also standardized policies and procedures for use city-wide, which incorporate many of the HUD requirements. City staff continues to participate in the Grants Management Working Group that brings together all City departments that provide grants to the community. The Working Group shares best practices and discusses program performance of the grantees that each City department funds.

A major element of the monitoring process is the tracking of grantee performance. The Department of Housing uses the citywide Webgrants database system. This database tracks programmatic and financial performance and allows potential applicants to apply for funds electronically.

The intent of the monitoring process is to identify any potential red flags and, if necessary, provide the necessary technical assistance so that sub-recipients can successfully implement their projects. If a significant problem is discovered, City staff meets with project staff to discuss and resolve any issues. Examples of such problems include:

- Services are not documented
- Goals are not being met
- Project files are not in order
- Lack of fiscal controls and/or documentation
- Required reports are not being submitted in a timely manner
- Expense reporting does not adhere to regulations or policies

For CDBG, HOME, ESG and HOPWA programs, service providers are required to submit monthly Reimbursement Requests and Reconciliation Reports to document expenses and ensure that both line item budgets and total project budgets are not over-expended. Monthly review or reimbursement requests enables the City to ensure that all costs incurred by sub-recipients are eligible and documented as required by the applicable federal regulations. Additionally, service providers are required to submit quarterly performance reports and a cumulative annual report. Review of these reports allows staff to determine whether corrective measures are necessary and provide a basis for monitoring procedures.

In addition, Housing Department staff review financial documentation of its subrecipients. The sub-recipients are required to establish and maintain a system of accounts that is in conformance with generally accepted principles of accounting for budgeted funds. This system of accounts is subject to review and approval by the City. In addition, subrecipients are required to submit an annual agency audit. Financial monitoring is based on the program budget that is incorporated in the grant agreement between the City and the subrecipient. Subrecipients are required to submit to the City the name of a fiscal agent, if any, who is responsible for the financial and accounting activities of the project, including

the receipt and disbursement of project funds.

In addition to the review of quarterly progress reports and financial documents, the City conducts on-site visits with sub-recipients at least every two years. Programmatic monitoring visits include review of documentation of national objective and eligibility, client intake documentation, income eligibility, staffing levels, recordkeeping, and outcome measures tracking. Financial monitoring visits involve review of invoices and all back up documentation including staff timesheets, receipts, and proof of payment documentation on file. If deficiencies are identified, the City determines whether corrective action, technical assistance, or both is needed.

In the 15-16 year, the City conducted a risk assessment of all federally-funded subrecipients and on-site monitoring visits of most grantees.

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

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

The City published the CAPER for public review and comment on August 22, 2016. The City accepted public comments for 15 days until September 8, 2016. Public hearings were held during the Housing and Community Development Commission (HCDC) on September 8, 2016 and the City Council meeting on September 13, 2016.

Public notices of the CAPER and associated public hearings were distributed via email and newspaper advertising in five local newspapers. Print newspaper display ads were posted in the *El Observador* (Spanish), *Vietnam Daily News* (Vietnamese), *Philippine News* (Tagalog), *World Journal* (Chinese) and *San José Mercury News* (English).

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

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

The City does not anticipate changes in CDBG program objectives.

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

Adopted in November 2003, San José's Economic Development Strategy (EDS) details a vision and outlines a strategy for San José's economic future. Identified as the number one strategic initiative in the EDS is to build and expand the Norman Y. Mineta San José International Airport (the Airport) into a world-class airport facility.

To facilitate the construction of the Airport, the City applied for and was awarded a \$25.8 million loan under the Section 108 program through the U.S. Department of Housing and Urban Development (HUD) for the acquisition of 23.23 acres of land from the FMC Corporation. The land is directly adjacent to the Airport and was used for construction staging in support of the new terminal construction. The acquisition was in conjunction with an additional City bond-financed purchase of 51.64 acres of land which was also acquired from FMC. To fund a portion of the interest on the Section 108 loan, the City applied for and received a \$2 million Brownfield Economic Development Initiative (BEDI) grant.

The approximate 75 acres of land, identified as Airport West is intended, in the long-term, to accommodate 1.5 million square feet of high-end office R&D, 300 hotel rooms and up to 95,000 square feet of retail space that will each support the Airport and the City's overall revenue position.

In July 2009, the first six gates in the new Terminal B concourse were activated. The entire Terminal B concourse and the consolidated rental car center and the public parking garage, provided 3,000 spaces for all rental car operations based at the Airport, as well as 350 public parking spaces at street level, was completed and opened for operation in July 2010. Terminal B was integrated with the Terminal B concourse for a total of 12 aircraft gates served by new ticket counters, security checkpoint, baggage claim, an automated inline baggage screening system and new retail and restaurants. In addition, Terminal A was expanded and renovated which included new shops and restaurants. The City continues to work on meeting the proposed 836 jobs creation goal. In 2014-2015 346 new jobs were created of which 248 were full time equivalents. To date, 803 jobs have been created, of which 650 were full-time equivalent (FTE) jobs. Of those 650 FTE jobs, 594 jobs were held by low- and moderate-income persons.

In March 2015, the City of San José sold 26.3 acres which included the remaining balance of the 23.23 acres to a local developer for the construction of approximately 200,000 square feet of speculative office. Proceeds from the sale, in the amount of \$13.64 million have been remitted to HUD. There is an outstanding balance of \$1.2 million which the city will pay off in the next couple of years. The Developer will notify any prospective tenant that will be subject to the job requirements associated with the Section 108 funding.

## CR-50 - HOME 91.520(d)

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

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

Housing Department inspectors perform annual on-site inspections of HOME-assisted rental housing to determine compliance with applicable property standards. As part of the monitoring process, the Housing Department verifies information maintained by the property owners concerning leases, tenant incomes, rents, and utility allowances, and verifies compliance with the provisions stated in written agreements and HOME regulations. Below is a listing of properties that have used HOME funds:

Rental Project	# of total units	# of HOME units	# of units Inspected	# of deficiencies identified	Unit Reinspected	Deficiencies Corrected? (Y/N)
Canoas Terrace	112	112	25	75	22	Yes
Curtner Studios	165	165	74	34	29	
Edenvale Special Needs	15	14	8	5	3	
Fourth Street Apartments	100	19	5	8	5	
*Japantown Seniors	74	37	0	0	0	n/a
Homesafe	24	24	17	87	8	
Kings Crossing	94	34	40	45	26	
Markham Plaza I	153	153	32	37	23	
Markham Plaza II	152	152	34	37	23	
Peacock Commons	28	13	9	18	8	
Plaza del Sol	80	80	17	5	5	
Willow Glen Seniors	133	133	29	13	8	

\*Japantown received its occupancy permit in late 2015. The first set of inspections within the first 12 months after completion will be conducted late 2016.

TBRA Program. The agency that administers the HOME-funded TBRA program completes initial and annual HQS inspections on every unit. The Health Trust provided housing search services, application review and approval, inspections and other services related to TBRA. City staff monitors/reviews reimbursement requests, eligibility of rent increases, client income changes, household changes and other related issues that affect subsidy levels. The City also enters into a Memorandum of Agreement with agencies that provide TBRA clients with case management services.

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

The City reviews the marketing plans of HOME-funded projects to be sure that the development markets to populations which are least likely to apply. Further, the City requests that project owners annually review their marketing plan and certify whether any changes have occurred or need to occur.

To meet affirmative marketing requirements, project sponsors or their property management companies typically mail notices to nonprofits serving income-eligible clients and place advertisements in local newspapers announcing the availability of units. City Council offices also highlight units' availability through their newsletters to constituents, as does the Housing Department's website. Typically, project sponsors receive several times the number of eligible applicants as there are available, affordable units to fill. Eligible applicants who do not receive a unit are put on a waiting list that is maintained indefinitely and updated every six months. As new applicants learn of existing properties and contact those property management companies, they are added to property waiting lists.

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

The City received \$5,064,887 of program income during the reporting period. \$3,013,163 of this program income was used for the construction of new rental housing development (i.e., The Met, Donner Lofts, and Japantown). \$434,163 of program income was used for TBRA costs (i.e., subsidies, deposits, administration). Projects such as The Met and Donner Lofts are still under construction and the units and tenants are yet to be realized. Japantown and TBRA assisted 83 households; 65 of which were Extremely Low Income (30% of AMI or below), and 18 were Low Income (30-50% AMI).

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

N/A

## CR-55 - HOPWA 91.520(e)

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

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

<b>Number of Households Served Through:</b>	<b>One-year Goal</b>	<b>Actual</b>
Short-term rent, mortgage, and utility assistance payments	0	0
Tenant-based rental assistance	25	72
Units provided in transitional housing facilities developed, leased, or operated with HOPWA funds	0	0
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	0	0
<b>Total</b>	25	72

**Table 14 – HOPWA Number of Households Served**

### Narrative

The City's HOPWA program has been very successful in the reporting period. The City exceeded the housing goals and provided 72 households with tenant based rental assistance. In addition to TBRA, all households received case management, whether funded through HOPWA or Ryan White, increasing the participant's ability to maintain their housing and health. The City's HOPWA TBRA program has a very high success rate with 100% of clients maintaining stable housing during the program year.

The need for housing subsidies for people living with HIV/AIDS in Santa Clara County and San Benito County far exceeds the resources available. As such, the City has applied for competitive HOPWA grants to supplement the formula funding. Through the HOPWA-Permanent Supportive Housing Program (HOPWA-PSH), the City supports an additional 18 households with housing subsidies and supportive services, including medical case management. The City applied for and was awarded a new HOPWA competitive grant for FY16-17 to support people living with HIV/AIDS who are victims of domestic violence. This demonstration program will bring an addition \$1.3 million in resources to Santa Clara County to support this population.

## CR-60 - ESG 91.520(g) (ESG Recipients only)

### ESG Supplement to the CAPER in *e-snaps*

#### For Paperwork Reduction Act

#### 1. Recipient Information—All Recipients Complete

##### Basic Grant Information

Recipient Name	SAN JOSE
Organizational DUNS Number	063541874
EIN/TIN Number	946000419
Identify the Field Office	SAN FRANCISCO
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Santa Clara County Continuum of Care

##### ESG Contact Name

Prefix	Ms
First Name	KATHRYN
Last Name	KAMINSKI
Title	Development Officer - Grants

##### ESG Contact Address

Street Address 1	200 E. Santa Clara Street
Street Address 2	12th Floor
City	San Jose
State	CA
ZIP Code	95113-
Phone Number	4087935534
Email Address	kathryn.kaminski@sanjoseca.gov

##### ESG Secondary Contact

Prefix	Mr
First Name	James
Last Name	Stagi
Title	Grants and Neighborhood Programs Administrator
Phone Number	408-535-8238
Email Address	James.stagi@sanjoseca.gov

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

Program Year Start Date	07/01/2015
Program Year End Date	06/30/2016

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

**Subrecipient or Contractor Name** HomeFirst Services of Santa Clara County  
**City** Milpitas  
**State** CA  
**Zip Code** 95035  
**DUNS Number** 158280180  
**Is subrecipient a victim services provider** No  
**Subrecipient Organization Type** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount** \$211,871

**Subrecipient or Contractor Name** Bill Wilson Center  
**City** Santa Clara  
**State** CA  
**Zip Code** 95050  
**DUNS Number** 095988747  
**Is subrecipient a victim services provider** No  
**Subrecipient Organization Type** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount** \$466,230

**Subrecipient or Contractor Name** People Assisting the Homeless (PATH)  
**City** San Jose  
**State** CA  
**Zip Code** 95113  
**DUNS Number** 847856390  
**Is subrecipient a victim services provider** No  
**Subrecipient Organization Type** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount** \$218,968

**Subrecipient or Contractor Name** Next Door Solutions to Domestic Violence  
**City** San Jose  
**State** CA  
**Zip Code** 95112  
**DUNS Number** 121366546  
**Is subrecipient a victim services provider** Yes  
**Subrecipient Organization Type** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount** \$13,106

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

### 10. Shelter Utilization

Number of New Units – Rehabbed	0
Number of New Units – Conversion	0
Total Number of bed - nights available	87,800
Total Number of bed - nights provided	72,868
Capacity Utilization	83%

Table 15 – Shelter Capacity

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

The City of San Jose Housing Department works closely with the Continuum of Care (CoC) to ensure that the priorities and programs supported with ESG (and CDBG) funds are aligned with the CoC goals. The CoC has approved performance measures (both HUD-mandated and local measures) and are developing benchmarks for the selected measures. Over the past few years, the City focused on street outreach (including encampments), shelter, intensive case management, and rapid re-housing (including housing search, placement, and maintenance services). The primary performance measures used to measure success across all programs are related to the rate of moving individuals and families from street/encampments to temporary destinations and into permanent housing. Programs measure housing rates for both individuals/families with access to subsidies and those without subsidies.

#### Bill Wilson Center Supportive Services and Rapid Rehousing Program

- 46% of clients served thru emergency shelter and/or supportive services exited to permanent housing destinations.
- 26% of clients served thru emergency shelter and/ or Rapid Re-housing and receiving ongoing rental support exited to a permanent housing destination and maintained housing for 6 months.

#### HomeFirst Homeless Outreach and Shelter Program

- 31% of clients who were contacted via street/encampment outreach and exited the program, moved from street to permanent housing destinations or temporary destinations (Emergency Shelter or Transitional Housing), and some institutional destinations. This represents 33 individuals and far exceeds the goal of 10%.
- 100% of clients who were enrolled in case management for at least 30 days and had access to rental subsidies maintained permanent housing for 6 months.

#### PATH Downtown Outreach and Shelter Program

- 26% of clients contacted via street/encampment outreach moved from street to temporary destinations (Emergency Shelter or Transitional Housing), and some institutional destinations (e.g. foster care, long-term care facility).
- 4 clients contacted via street/encampment outreach moved from street to a permanent housing destination. An additional 4 clients have move in dates scheduled for July or August 2016.

## CR-75 – Expenditures

### 11. Expenditures

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

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance	25,834	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	23,463	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Homelessness Prevention</b>	<b>49,297</b>	<b>0</b>	<b>0</b>

Table 16 – ESG Expenditures for Homelessness Prevention

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

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance	0	80,671	66,271
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	72,276	233,232
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Rapid Re-Housing</b>	<b>0</b>	<b>152,947</b>	<b>299,503</b>

Table 17 – ESG Expenditures for Rapid Re-Housing

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

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Essential Services	0	0	0
Operations	126,332	159,861	137,822
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
<b>Subtotal</b>	<b>126,332</b>	<b>159,861</b>	<b>137,822</b>

Table 18 – ESG Expenditures for Emergency Shelter

**11d. Other Grant Expenditures**

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Street Outreach	233,682	186,361	272,722
HMIS	87,945	94,010	0
Administration	42,898	50,322	25,300

**Table 19 - Other Grant Expenditures**

**11e. Total ESG Grant Funds**

Total ESG Funds Expended	2013	2014	2015
	540,154	643,501	735,347

**Table 20 - Total ESG Funds Expended**

**11f. Match Source**

	2013	2014	2015
Other Non-ESG HUD Funds	811,981	789,623	810,278
Other Federal Funds	0	0	0
State Government	0	0	0
Local Government	761,487	641,576	705,542
Private Funds	0	0	0
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
<b>Total Match Amount</b>	<b>994,475</b>	<b>1,573,468</b>	<b>1,515,820</b>

**Table 21 - Other Funds Expended on Eligible ESG Activities**

**11g. Total**

Total Amount of Funds Expended on ESG Activities	2013	2014	2015
	2,113,622	2,074,700	2,251,167

**Table 22 - Total Amount of Funds Expended on ESG Activities**



## NOTICE OF AVAILABILITY OF THE CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) AND SCHEDULE OF PUBLIC HEARINGS

**THIS NOTICE is to announce the availability of the FY 2015-16 Consolidated Annual Performance and Evaluation Report (CAPER) for public review beginning August 22, 2016.** The CAPER is an annual report on the City's expenditure of federal funds and its progress in meeting the housing and community development goals outlined in the City's federally-required Consolidated Plan, and covers the Community Development Block Grant (CDBG) Program, HOME Investment Partnership Program (HOME), the Emergency Solutions Grant (ESG) Program, and the Housing Opportunities for People with AIDS (HOPWA) Program.

The following is the schedule for the public review process and approval of the documents:

Date	Action
August 22, 2016	Release of draft documents for public review City of San José Housing Department 200 East Santa Clara St., 12 <sup>th</sup> Floor San José, CA 95113 Tel No: 408-535-3860 <a href="http://www.sanjoseca.gov/CAPER">www.sanjoseca.gov/CAPER</a>
August 22, 2016 - September 8, 2016	Public review and comment period
September 8, 2016	Housing and Community Development Advisory Commission Public Hearing 200 East Santa Clara St., Wing 118-119 San José, CA 95113 5:45 PM
September 13, 2016	City Council Public Hearing and Consideration of Plan Approval City Council Chambers, San José City Hall, 200 East Santa Clara St. San José, CA 95113 1:30 PM

PAPER <b>MN</b>	SENT <b>8-4-16</b>
PUBLISH <b>8-19-16</b>	
AGENDA <b>9/13/16</b>	PROOF —

The public is invited to attend any of the meetings listed above or to provide written comment to the City of San José Housing Department, 200 E. Santa Clara Street, San José, CA 95113, Attn: James Stagi. Comments may also be submitted via e-mail to [james.stagi@sanjoseca.gov](mailto:james.stagi@sanjoseca.gov) or via telephone at (408) 535-8238. The meeting locations are accessible to persons with disabilities. For persons with speech/hearing impairments or for persons requiring interpreter assistance, please call (408) 294-9337 (TTY) as soon as possible, at least three business days before the meeting.

**Para residentes que lean Español:** Este anuncio es con respecto al documento CAPER 2015-16. El CAPER es un documento anual que informe en el gasto de los fondos federales y el progreso de la Ciudad para cumplir las metas de vivienda y desarrollo comunitario estipuladas en el Plan Consolidado de la Ciudad federalmente requerido. Para más información, por favor llame a Eric Calleja al 408-975-2650

**Cho cư-dân nói bằng tiếng Việt:** CAPER của năm 2015-16 là một bản báo cáo hàng năm về sự chi tiêu của Thành Phố của quỹ liên bang và những tiến trình của thành phố trong việc đáp ứng các mục tiêu về nhu cầu gia-cư và phát triển công đồng như đã được đề ra trong Kế Hoạch Hợp Nhất của thành phố mà liên bang yêu cầu. Để biết thêm, xin vui lòng liên lạc với Therese Trần qua số điện thoại (408)793-5549.

**對說華語的聖荷西市民:** "CAPER" 2015-16, 市府聯邦資金費用的綜合年度報告. 陳述市府依據聯邦的要求, 在住屋和社區發展目標上, 所達成的進展概況. 若需詳細資料, 請聯絡 華語 Ann Tu (408)975-4450

**Para sa mga residente na ang wika ay Tagalog:** Paunawa tungkol sa "CAPER" sa taong 2015-16. Ang "CAPER" ay kasulatan ng gobyerno ng "housing and community development" para sa isang taon na plano ng San Jose ukol sa salapi ng expenditure at mga pangangailangan ng komunidad. Para sa karagdagang impormasyon, tawagan si Arlene Silverio sa 408-793-5542

**San Jose Mercury News**

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CITY OF SAN JOSE  
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SAN JOSE, CA 95113

**PROOF OF PUBLICATION  
IN THE CITY OF SAN JOSE  
IN THE STATE OF CALIFORNIA  
COUNTY OF SANTA CLARA**

**FILE NO. A.Marquez: CAPER**

In the matter of

**San Jose Mercury News**

The undersigned, being first duly sworn, deposes and says: That at all times hereinafter mentioned affiant was and still is a citizen of the United States, over the age of eighteen years, and not a party to or interested in the above entitled proceedings; and was at and during all said times and still is the principal clerk of the printer and publisher of the San Jose Mercury News, a newspaper of general circulation printed and published daily in the City of San Jose, County of Santa Clara, State of California as determined by the court's decree dated June 27, 1952, Case Numbers 84096 and 84097, and that said San Jose Mercury News is and was at all times herein mentioned a newspaper of general circulation as that term is defined by Sections 6000; that at all times said newspaper has been established, printed and published in the said County and State at regular intervals for more than one year preceding the first publication of the notice herein mentioned. Said decree has not been revoked, vacated or set aside.

I declare that the notice, of which the annexed is a true printed copy, has been published in each regular or entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

**08/19/2016**

Dated at San Jose, California  
August 19, 2016

I declare under penalty of perjury that the foregoing is true and correct.



Principal clerk of the printer and publisher of the San Jose Mercury News

Legal No.

0005788091

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San Jose City Clerk

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*JP mail*

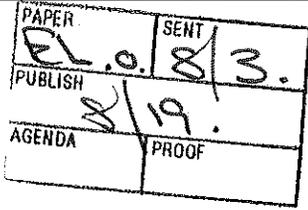


## NOTICE OF AVAILABILITY OF THE CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) AND SCHEDULE OF PUBLIC HEARINGS

**THIS NOTICE is to announce the availability of the FY 2015-16 Consolidated Annual Performance and Evaluation Report (CAPER) for public review beginning August 22, 2016.** The CAPER is an annual report on the City's expenditure of federal funds and its progress in meeting the housing and community development goals outlined in the City's federally-required Consolidated Plan, and covers the Community Development Block Grant (CDBG) Program, HOME Investment Partnership Program (HOME), the Emergency Solutions Grant (ESG) Program, and the Housing Opportunities for People with AIDS (HOPWA) Program.

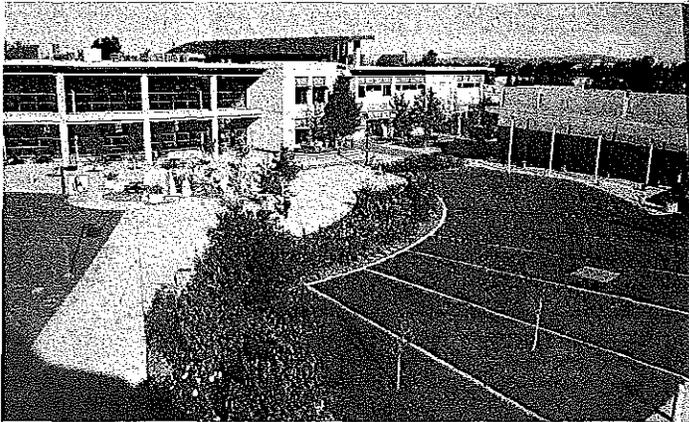
The following is the schedule for the public review process and approval of the documents:

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August 22, 2016	Release of draft documents for public review City of San José Housing Department 200 East Santa Clara St., 12 <sup>th</sup> Floor San José, CA 95113 Tel No: 408-535-3860 <a href="http://www.sanjoseca.gov/CAPER">www.sanjoseca.gov/CAPER</a>
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# MISSION COLLEGE, N LUGAR TODO PARA TI



College en Santa Clara, está cerca de atracción Great America, o la mayor comunidad de Silicon r 40 años. Mission College ofrece s de 2 años para transferirse a unia id de 4 años y también certificados para ayudarte obtener un trabajo ado rápido. Unos de los programas ados que ofrece Mission College historia, Matemáticas, Ciencias, y desarrollo de la primera infancia, a, diseño gráfico, la tecnología lios, tecnología de farmacia, y el culinario.

agosto el centro de bienvenida, en College tendrá una casa abierta

donde habrá consejeros de habla hispana para ayudarte en el proceso para asistir al colegio comunitario. El evento será de 10 de la mañana a 2 de la tarde.

Todos los días el centro de bienvenida tiene consejeros de habla hispana para ayudarte con la aplicación de admisión, registrarte para tus cursos y encontrar información sobre ayuda financiera y becas. Los profesores y todo personal quieren ayudar a los estudiantes tener éxito.

Rosa Sosa de Mexico empezó en Mission College con su visa estudiantil F1 y ahora ha obtenido programas del colegio Mission College, de la universidad de San Jose y más

reciente recibió su licenciatura en ley de la universidad de Arizona. A los 17, Rosa estaba muy "contenta, nerviosa, pero ansiosa de aprender" y ahora alienta a otros estudiantes que se envuelvan en su plantel porque "90 por ciento del tiempo, estaban más interesados de aprender de mí."

Otro estudiante Basma Baiya dijo "cuando yo primero empecé en Mission College, yo estaba muy nerviosa de hablar en público. Mis maestros me enseñaron como prepararme y dar presentaciones. Ahora, yo me siento con confianza cuando me levanto enfrente de una audiencia."

Mission College tiene un programa premiado llamado Puente que trabaja con estudiantes para obtener un título y regresar a su comunidad como líderes y mentores para las futuras generaciones. Mission también ofrece tutoría y consejería para los estudiantes. Mission College ofrece Programas Intensivos de inglés como segundo lenguaje y también cursos gratis de inglés como segundo lenguaje para ayudar a la comunidad de Silicón Valley sentirse cómodo con el lenguaje de Inglés. Los programas intensivos de inglés como

segundo lenguaje son de 8 a 16 semanas e incluyen 20 horas de instrucción a la semana. Para más información sobre el programa de Inglés como segundo lenguaje visite nuestra página de internet.

Finalmente, una última historia de éxito es Ronda Manning, la dueña de San Jose House of Soul Food. Ella sabía que quería experiencia en administración en el área de la industria de restaurantes. Usando las habilidades que aprendió en el programa de administración de hospitalidad de Mission College ella abrió su propio restaurante. Encontró que el programa fue retador y comprensivo, aprendiendo como ser dueño, operar y manejar un restaurante.

Si Mission College suena como el lugar para ti, las clases empiezan el 27 de agosto. Estudiantes están animados a venir al plantel el 20 de agosto para aplicar, registrarse para cursos y hablar con el departamento de ayuda financiera. Mission College ha sido el colegio de Silicon Valley por 40 años. Más información está disponible en <missioncollege.edu>.

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### NOTIFICACIÓN DE DISPONIBILIDAD DEL REPORTE CONSOLIDADO DE EVALUACIÓN Y DESEMPEÑO ANUAL (CAPER) Y HORARIO DE AUDIENCIAS PÚBLICAS

ESTA NOTIFICACIÓN es para anunciar la disponibilidad del Reporte Consolidado de Evaluación y Desempeño Anual (CAPER) del Año Fiscal 2015-16 para revisión pública comenzando agosto 22, 2016. El CAPER es un reporte anual sobre el desembolso de los fondos federales por la Ciudad y su progreso en satisfacer las metas para el desarrollo de viviendas y comunidades que están delineadas en el Plan Consolidado como requisito federal y que cubre el Programa de Fondos para Desarrollo de la Comunidad (CDBG), El Programa HOME de Inversiones Asociadas (HOME), El Programa de Fondos para Soluciones de Emergencia (ESG), y el Programa de Oportunidades de Vivienda para Personas con SIDA (HOPWA).

Lo siguiente es el horario para el proceso de revisión pública y aprobación de documentos:

FECHA	ACCION
agosto 22, 2016	Emisión de los documentos en borrador para la revisión pública Departamento de Viviendas de la Ciudad de San José 200 East Santa Clara St., 12th Floor San José, CA 95113 Tel No: 408-535-3860 www.sanjoseca.gov/CAPER
agosto 22, 2016 - septiembre 8, 2016	Período de revisión pública y comentarios
septiembre 8, 2016	Audiencia Pública de la Comisión Asesora del Desarrollo de Viviendas y Comunidades 200 East Santa Clara St., Wing 118-119 San José, CA 95113 5:45 PM
septiembre 13, 2016	Audiencia Pública del Ayuntamiento de la Ciudad y Consideración de la Aprobación del Plan Cámara del Ayuntamiento de la Ciudad, Alcaldía de San José 200 East Santa Clara St. San José, CA 95113 1:30 PM

El público está invitado a atender cualquiera de las audiencias listadas arriba o proveer comentarios escritos al Departamento de Viviendas de la Ciudad de San José, 200 E. Santa Clara Street, San José, CA 95113, Attn: James Stagi. Los comentarios también se pueden someter vía correo electrónico al james.stagi@sanjoseca.gov o por teléfono al (408) 535-8238. Las localidades para las audiencias tienen acceso para las personas discapacitadas. Para las personas con impedimento del habla o audición o para personas que requieren servicios de intérprete, por favor llame al (408) 294-9337 (TTY) lo más pronto posible, por lo menos tres días hábiles antes de la audiencia.

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PUBLISH	8/19.
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San José Housing Dept.



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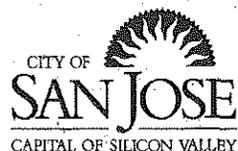
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# 綜合年度實施和評估報告(CAPER) 及公聽會日期公告

茲公告2015-16財政年度綜合年度實施和評估報告(CAPER)將於8月22日2016年開始供公眾閱覽。The CAPER是本市按照聯邦要求的綜合計劃所描繪的聯邦經費運用和進展的年度報告，以達到房屋政策和社區發展目標，它包括有Community Development Block Grant(CDBG) Program, HOME Investment Partnership Program(HOME), the Emergency Solutions Grant(ESG)Program, and the Housing Opportunities for People with AIDS(HOPWA)Program。

下列是公眾閱覽日程及待審文件：

Date	Action
8月22日, 2016年	草案開放供公眾閱覽 地址: City of San Jose Housing Department 200 East Santa Clara St., 12th Floor San Jose, CA 95113 電話: 408-535-3860 網址: <a href="http://www.sanjoseca.gov/CAPER">www.sanjoseca.gov/CAPER</a>
8月22日, 2016年 — 9月8日, 2016年	公眾閱覽及評論階段
9月8日, 2016年	房屋和社區發展委員會公聽會 地址: 200 East Santa Clara St., Wing 118-119 San Jose, CA 95113 時間: 5:45 PM
9月13日, 2016年	市議會公開聽證暨計劃審核 地址: City Council Chambers, San Jose City Hall 200 East Santa Clara St. San Jose, CA 95113 時間: 1:30 PM

歡迎各界人士參加上列會議或提供書面意見給聖荷西市房屋發展局 City of San Jose Housing Department, 200 E. Santa Clara Street, San Jose, CA 95113, Attn: James Stagi, 書面意見亦可經由電子郵件提出, 電郵地址: [james.stagi@sanjoseca.gov](mailto:james.stagi@sanjoseca.gov)或電話: (408)535-8238。會議場所有殘障出入設施, 如有聽講障礙人士或需翻譯協助者, 請盡早電: (408)294-9337(TTY), 最晚需在會議前三個工作日前提出。

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**PAUNAWA NA MAYROON NANG  
PINAGTIBAY NA TAUNANG  
PAGSASAGAWA AT ULAT SA PAGHUSGA  
(CAPER) AT TAKDANG MGA  
PAMBUBLIKONG PANDINIG**

ANG PAUNAWANG ito ay upang ilahad na mayroon ng FY 2015-16 na Pinagtibay na Taunang Pagsasagawa at Ulat sa Paghusga (CAPER) para sa pampublikong pagrerebisa simula sa Agosto 22, 2016. Ang CAPER ay isang taunang pag-uulat ng mga gastusin sa federal na pondo ng Lungsod at ang pagsulong nito upang tugunan ang mga layuning pagbabago sa pabahay at komunidad na nakatala sa Pinagsanib na Plano na itinalaga ng federal sa Lungsod, at sumasakop sa Programa ng Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), ang mga Programa sa Emergency Solutions Grant (ESG), at ang Programa sa Housing Opportunities sa mga Taong may AIDS (HOPWA).

Ang mga sumusunod ang nakatakdang pampublikong proseso ng pagrerebisa at pagsang-ayon sa mga dokumento:

Petsa	Aksyon
Agosto 22, 2016	Pagpapalabas ng mga planong dokumento para sa pampublikong pagrerebisa  Lungsod ng San Jose Housing Department Agosto 22, 2016 200 East Santa Clara St., 12th Floor San Jose, CA. 95113 Tel. No. 408-535-3860 www.sanjoseca.gov/CAPER
Agosto 22, 2016	Pampublikong pagrerebisa at takdang komento
Setyembre 8, 2016	Housing and Community Development Advisory Commission 200 East Santa Clara St., Wing 118-119 San Jose, CA. 95113 5:45 PM
Setyembre 13, 2016	Pampublikong Pandinig sa Konseho ng Lungsod at Konsiderasyon sa Pagsang-ayon sa Plano City Council Chambers, San Jose City Hall 200 East Santa Clara St., San Jose, CA. 95113 1:30 PM

Inaanyayahan ang publiko na dumalo sa kahit saang pagpupulong na nakalista sa itaas o kaya ay magbigay ng nasulat na komento sa Lungsod ng San Jose Housing Department, 200 E. Santa Clara Street, San Jose, CA 95113, Attn: James Stagi. Ang mga komento ay maaaring isumite sa pamamagitan ng email kay james.stagi@sanjoseca.gov o sa pamamagitan ng pagtawag sa telepono (408) 535-8238. Ang mga lugar ng pagpupulong ay maaaring puntahan ng mga may kapansanan. Sa mga taong may kakulangan sa pananalita/pandinig o sa mga taong nangangailangan ng asiste ng interpreter, tumawag sa (408) 294-9337 (TTY) sa lalong madaling panahon, kahit tatlong araw na may pasok bago pa man magpulong.



**THÔNG BÁO VIỆC HIỆN CÓ BẢN BÁO CÁO CÁO LƯỢNG GIÁ VÀ ĐÚC KẾT THÀNH QUẢ HOẠT ĐỘNG HÀNG NĂM, VÀ LỊCH TRÌNH NHỮNG BUỔI ĐIỀU TRẦN CÔNG KHAI**

**THÔNG BÁO NÀY** nhằm loan báo rằng hiện đã có Bản Báo Cáo Lượng Giá và Đúc Kết Thành Quả Hoạt Động Hàng Năm (Consolidated Annual Performance and Evaluation Report, CAPER) để công chúng có thể xem xét bắt đầu từ ngày 22 tháng Tám, 2016. CAPER là bản báo cáo thường niên về sự chi tiêu ngân quỹ liên bang và tiến trình đáp ứng mục tiêu phát triển gia cư và cộng đồng như được mô tả trong Kế Hoạch Hợp Nhất của Thành phố theo đòi hỏi từ Liên Bang và bao gồm Community Development Block Grant (CDBG) Program, Home Investment Partnership Program (HOME), the Emergency Solution Grant (ESG) Program, và the Housing Opportunities for People with AIDS (HOPWA) Program.

Dưới đây là lịch trình những buổi điều trần duyệt xét tiến trình và chấp thuận các văn kiện:

Ngày	Sự Việc
22 Tháng Tám, 2016	Phổ biến bản thảo cho công chúng xem xét. City of San José Housing Department 200 East Santa Clara St., 12th Floor San José, CA 95113 Tel No: 408-535-3860 <a href="http://www.sanjoseca.gov/CAPER">www.sanjoseca.gov/CAPER</a>
22 Tháng Tám, 2016 - đến 8 Tháng Chín, 2016	Thời gian công chúng xem xét và đóng góp ý kiến.
8 Tháng Chín, 2016	Điều trần trước Ủy Ban Cố Vấn Phát Triển Gia Cư và Cộng Đồng. 200 East Santa Clara St., Wing 118-119 San José, CA 95113 5:45 PM
13 Tháng Chín, 2016	Điều trần trước Hội Đồng Thành Phố và Cầu Xét Chấp Thuận Kế Hoạch. City Council Chambers, San José City Hall, 200 East Santa Clara St. San José, CA 95113 1:30 PM

Công chúng được mời tham dự những buổi họp liệt kê ở trên hay đóng góp ý kiến bằng cách gửi thư về City of San Jose Housing Department, 200 E. Santa Clara Street, San Jose, CA 95113, Attn: James Stagi. Ý kiến cũng có thể được gửi bằng email đến [james.stagi@sanjoseca.gov](mailto:james.stagi@sanjoseca.gov) hay gọi điện thoại đến số (408) 535-8238. Tất cả các địa điểm hội thảo đều dễ dàng cho những người bị trở ngại trong vấn đề đi đứng. Những ai có trở ngại về ngôn ngữ, khiếm thính, hay cần sự giúp đỡ của thông dịch viên xin gọi số (408) 294-9337 (TTY) càng sớm càng tốt nhưng phải ít nhất 3 ngày trước khi buổi hội thảo diễn ra.



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

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

**Revised 1/22/15**

**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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**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](mailto:HOPWA@hud.gov). Electronic submission to HOPWA Program office is preferred; however, if electronic submission is not possible, hard copies can be mailed to: Office of HIV/AIDS Housing, Room 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	1
2a.	<b>Permanent Housing Facilities:</b> Received Operating Subsidies/Leased units	
2b.	<b>Transitional/Short-term Facilities:</b> Received Operating Subsidies	
3a.	<b>Permanent Housing Facilities:</b> Capital Development Projects placed in service during the operating year	
3b.	<b>Transitional/Short-term Facilities:</b> Capital Development Projects placed in service during the operating year	
4.	Short-term Rent, Mortgage, and Utility Assistance	1
5.	<b>Adjustment for duplication (subtract)</b>	1
6.	<b>TOTAL Housing Subsidy Assistance (Sum of Rows 1-4 minus Row 5)</b>	1

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

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

**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 Subrecipient. 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.

**Subrecipient 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 subrecipient organization provides housing and/or other supportive services directly to clients, the subrecipient organization must provide performance data on household served and funds expended. Funding flows to subrecipients as follows:

HUD Funding → Grantee → Project Sponsor → Subrecipient

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

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

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

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

OMB Number 2506-0133 (Expiration Date: 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

<b>HUD Grant Number</b> CAH15F0004	<b>Operating Year for this report</b> <i>From (mm/dd/yy)</i> 07/01/15 <i>To (mm/dd/yy)</i> 06/30/16			
<b>Grantee Name</b> City of San José				
<b>Business Address</b>		200 E. Santa Clara Street, 12 <sup>th</sup> Floor		
<b>City, County, State, Zip</b>	San José	Santa Clara	CA	95113
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		94-6000419		
<b>DUN &amp; Bradstreet Number (DUNs):</b>	063541874	<b>Central Contractor Registration (CCR):</b> <b>Is the grantee's CCR status currently active?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <b>If yes, provide CCR Number:</b>		
<b>Congressional District of Grantee's Business Address</b>	16			
<b>*Congressional District of Primary Service Area(s)</b>	11    14    15    16    17			
<b>*City(ies) and County(ies) of Primary Service Area(s)</b>	<b>Cities:</b> Hollister, San Juan Bautista, Campbell, Cupertino, Gilroy, Los Gatos, Morgan Hill, Mt. View, Palo Alto, San Jose, Santa Clara, Saratoga, Sunnyvale		<b>Counties:</b> Santa Clara, San Benito	
<b>Organization's Website Address</b>  www.sjhousing.org	<b>Is there a waiting list(s) for HOPWA Housing Subsidy Assistance Services in the Grantee service Area?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <b>If yes, explain in the narrative section what services maintain a waiting list and how this list is administered.</b>			

\* 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.*

<b>Project Sponsor Agency Name</b> The Health Trust, AIDS Services		<b>Parent Company Name, if applicable</b> The Health Trust	
<b>Name and Title of Contact at Project Sponsor Agency</b>	Trang Van		
<b>Email Address</b>	trangv@healthtrust.org		
<b>Business Address</b>	Sobrato Center for Non-profits – San Jose, 1400 Parkmoor Ave., Suite 230		
<b>City, County, State, Zip,</b>	San Jose, CA 95126		
<b>Phone Number (with area code)</b>	408-961-9823		
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	94-6050231	<b>Fax Number (with area code)</b> 408-961-9856	
<b>DUN &amp; Bradstreet Number (DUNs):</b>	011506016		
<b>Congressional District of Project Sponsor's Business Address</b>	15		
<b>Congressional District(s) of Primary Service Area(s)</b>	11,14,15,16		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	<b>Cities:</b> Campbell, Gilroy, Los Gatos, Milpitas, Morgan Hill, Mt. View, Palo Alto, San Jose, Santa Clara, Sunnyvale.	<b>Counties:</b> Santa Clara	
<b>Total HOPWA contract amount for this Organization for the operating year</b>	\$950,497		
<b>Organization's Website Address</b>	www.healthtrust.org		
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  <b>If yes, explain in the narrative section how this list is administered.</b>	

<b>Project Sponsor Agency Name</b> County of San Benito – Community Services and Workforce Development		<b>Parent Company Name, if applicable</b>	
<b>Name and Title of Contact at Project Sponsor Agency</b>	Enrique Arreola		
<b>Email Address</b>	earreola@cosb.us		
<b>Business Address</b>	1111 San Felipe Road Suite 108		
<b>City, County, State, Zip,</b>	Hollister, CA 95023		
<b>Phone Number (with area code)</b>	831 634 4918		
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	94-6000530	<b>Fax Number (with area code)</b> 831 637 0996	
<b>DUN &amp; Bradstreet Number (DUNs):</b>	069115202		
<b>Congressional District of Project Sponsor's Business Address</b>	20 <sup>th</sup> Congressional District		
<b>Congressional District(s) of Primary Service Area(s)</b>	20 <sup>th</sup> Congressional District		
<b>City(ies) <u>and</u> County(ies) of Primary Service Area(s)</b>	<b>Cities:</b> Hollister, San Juan Bautista	<b>Counties:</b> San Benito County	
<b>Total HOPWA contract amount for this Organization for the operating year</b>	\$10,000		
<b>Organization's Website Address</b>	<a href="http://hhsa.cosb.us/">http://hhsa.cosb.us/</a>		
<b>Is the sponsor a nonprofit organization?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  <b>If yes, explain in the narrative section how this list is administered.</b>	

### 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	N/A			Parent Company Name, if applicable
Name and Title of Contact at Subrecipient	N/A			
Email Address	N/A			
Business Address	N/A			
City, State, Zip, County	N/A			
Phone Number (with area code)	N/A		Fax Number (include area code)	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	N/A			
DUN & Bradstreet Number (DUNs):	N/A			
North American Industry Classification System (NAICS) Code	N/A			
Congressional District of Subrecipient's Business Address	N/A			
Congressional District of Primary Service Area	N/A			
City (ies) and County (ies) of Primary Service Area(s)	Cities: N/A		Counties: N/A	
Total HOPWA Subcontract Amount of this Organization for the operating year	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	N/A	Parent Company Name, if applicable		
Name <u>and</u> Title of Contact at Contractor/ Sub-contractor Agency	N/A			
Email Address	N/A			
Business Address	N/A			
City, County, State, Zip	N/A			
Phone Number (included area code)	N/A	Fax Number (include area code)		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	N/A			
DUN & Bradstreet Number (DUNs)	N/A			
North American Industry Classification System (NAICS) Code	N/A			
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: N/A		Counties: N/A	
Total HOPWA Subcontract Amount of this Organization for the operating year	N/A			

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

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

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

*The City of San Jose's Housing Department is located in Santa Clara County, California. San José is the tenth largest City in the nation and the third largest City in California with a population of approximately 1,026,908 persons in 2015. In FY 2015-16 the City received a HOPWA formula allocation of \$866,106 from the Department of Housing and Urban Development (HUD). The HOPWA allocation also includes funds for San Benito County, a rural county south of Santa Clara County, with a population of 58,267 in 2013. The City has contracted with the Health Trust and the San Benito County Health and Human Services Agency to provide services to individuals living with HIV/AIDS.*

*The fatality rate due to HIV/AIDS has significantly declined since 1995. Many people with HIV/AIDS are living longer, healthier lives, and therefore require assistance for a longer period of time. These individuals are increasingly lower-income and homeless, have more mental health and substance abuse issues, and require basic services such as housing and food in order to ensure they adhere to the medications necessary to prolong their lives. During FY 2015-2016, the City's HOPWA programs provided tenant-based rental subsidies, supportive services, and housing placement assistance to 117 persons and helped foster independence for people living with HIV/AIDS in the Counties of Santa Clara and San Benito. The HOPWA programs promote permanence, independence, and dignity, and improve the overall quality of these residents' lives.*

*In addition to the formula allocation, in FY 2013-14 the City's renewal application for \$1.3 million for the Housing Opportunities for Persons with AIDS (HOPWA) Permanent Supportive Housing (PSH) in partnership with the Health Trust was approved for an additional three years (through FY 2015-16). This funding supports affordable housing opportunities and supportive services to very low- and low-income Santa Clara County residents living with HIV/AIDS. It also provides funds for resource identification to establish, coordinate and develop housing assistance resources. The funds were allocated in approximately three equal amounts for each program year with the exception of the resource identification funds, which were allocated primarily in the second year. The City's HOPWA program is directed by Kathryn Kaminski and she can be reached via email at [Kathryn.kaminski@sanjoseca.gov](mailto:Kathryn.kaminski@sanjoseca.gov) or via telephone at 408-793-5534.*

### **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.

#### **The Health Trust AIDS Services Program (THTAS)**

Under the Housing for Health program during FY1516, THTAS staff assisted one hundred and thirteen (113) unduplicated clients financially or through support services in the form of subsidies, placement assistance, and case management. With HOPWA entitlement (formula) funds, THTAS staff assisted seventy (70) households within Santa Clara County by providing housing subsidies. Thirty-four (34) households received permanent housing placement assistance in the form of housing deposits or other move-in costs.

One of the challenges of housing the very low income clients that make up the majority of THTAS clientele is the fact that they are competing with everyone else for the few available units on the open market in the most expensive housing area in the nation. According to the Mercury News, January 15, 2016, the average rent in San Jose increased 10% with average apartment price rising to \$2,436. Although San Jose has rent control that limits the rent

increase of 8% once per year, this is however restricted to specific criteria that does not impact all rental units thus many units are above the Fair Market Rents that do not accurately reflect the expensive market.

The subsidies and support services were distributed throughout Santa Clara County: 84% of clients assisted live in the City of San Jose with the others distributed from Palo Alto in the North to Gilroy in the South, and Campbell, Los Gatos, Morgan Hill, Mountain View, Milpitas, Sunnyvale and Santa Clara in between.

Clients receiving a housing subsidy are contacted at least quarterly by the housing case management specialist assigned to their case. The main purposes of these scheduled contacts are to monitor the client's housing retention as well as conduct the required annual recertification process. The annual recertification consists of the unit inspections to ensure the residence continues to meet housing quality standards and the verification of the annual income and family composition review of the household to ensure that they continue to be eligible in this program. Clients are encouraged to contact housing staff if, and when, they encounter difficulties that prevent them from meeting their obligations as tenants – such as the inability to pay their share of rent for any reason. Additional contacts may involve facilitating resolution of client/landlord issues, processing of rent increase notices, or helping to resolve difficulties between clients and those with whom they share the home or apartment. Client contacts are reported to medically-case managed clients' case managers, as they are integral to the coordinated care provided to housing clients who need the extra assistance the nurses and social workers provide.

Clients not receiving a housing subsidy but who need help maintaining their housing are also assisted by case managers represented by Non-Medical Case Managers, Medical Social Workers and Registered Nurses. The level of assistance is driven by the clients' medical, psychosocial and/or financial acuity.

The Housing for Health program maintains a wait list which is managed by the Housing Program Coordinator. Potentially eligible households are added to the list as of the date the referral for housing assistance is made. Referrals are accepted from AIDS Services staff, other HIV/AIDS service agencies or medical care providers, as well as self-referrals from AIDS Services clients. In addition to the date of referral, the wait list also tracks priority and preference for assistance for each household listed, e.g., homeless individuals have the highest priority for assistance, followed by households at risk of homelessness. The system of priority and preference for a housing subsidy is intended to be fluid and adjustable as clients' circumstances change. For example, a household that was homeless at the time of referral may be stably housed and not have a priority for receiving a subsidy at the time assistance becomes available. As funds become available, clients are contacted by the Housing Program Coordinator; information is updated and proper verification of income and circumstances that would grant them preferred status is obtained. This system of priority also ensures that the limited funds available are effectively utilized to assist those with the highest needs first.

#### San Benito County

During FY 2015-16, San Benito County served 4 unduplicated clients. The County fell short in meeting both its TBRA and supportive services goals. This was the result of the County's small population (58,000 according to the 2014 ACS data) which makes it difficult to predict how many persons will request assistance from the program. Assistance was provided in the form of rental assistance, food vouchers and dental assistance.

All eligible households received services, thereby eliminating the need for wait lists. Because there is not a large client turnover rate, limiting the program's capacity to distribute direct client services has not been necessary. Two (2) clients received housing subsidies, 4 received food vouchers and 2 clients received dental assistance.

**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.

#### The Health Trust AIDS Services Program (THTAS)

A review of the program database and client files showed that 93% of clients receiving a HOPWA subsidy remained in stable housing at the end of FY15-16. This exceeded the program stated goal of 90% with the same high retention rate as the prior year.

Experience has shown that providing subsidies and housing deposits alone does not guarantee housing permanence, especially among the clients that THTAS serves. As a result of the challenges mentioned earlier (very low incomes, bad credit and rental histories, criminal justice histories, multiple diagnoses related to HIV disease process coupled with mental health and substance abuse issues), many of the households served by this program are unable to remain housed without considerable supportive assistance. The intensive efforts of the Housing Case Management Specialists, Nurse and Social Work Medical Case Managers, and Non-Medical Case Managers are essential to achieving the main goals of AIDS Services: individuals attaining and maintaining stable housing, attaining and maintaining income and benefits, and accessing medical care. Because of these efforts, THTAS continues to maintain a high rate of stable housing for its clients receiving HOPWA subsidies.

#### San Benito County

In FY 2014-15, 100% of HOPWA clients receiving services were able to maintain stable housing and avoid homelessness and therefore improve their access to care. This exceeded the program stated goal of 75%. Project staff was able to serve all eligible local clients seeking services.

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

#### The Health Trust AIDS Services Program (THTAS)

The Health Trust AIDS Services program has an excellent working relationship with all available housing and support service agencies in Santa Clara County. The continuum of care for the AIDS community in Santa Clara County has historically been well coordinated, and the AIDS Services case managers have experience working with other AIDS organizations, charities, clinics and medical facilities.

In addition to the HOPWA funds expended, clients on this project may receive service through the Ryan White Care Act, County general fund, and private and corporate donations for medical and non-medical case management, benefits counseling, home health, emergency financial assistance, medical transportation, short term housing assistance and food. Case management for several HOPWA-subsidized clients was provided by HOPWA PSH. The use of these funds provided a broad range of basic and essential case management needs for the homeless and much needed services for those at risk who would be unable to remain housed without ongoing supportive services.

Housing program staff have also developed and established collaborative professional working relationships with many nonprofit housing providers who manage low-income housing tax credit properties. These nonprofit housing providers include Charities Housing Corporation, Eden Housing Corporation, Mid-Peninsula Housing Coalition, Housing for Independent People, and the Ecumenical Association for Housing. Additionally, collaborative relationships have been established with the State Parole office to coordinate the smooth transition of HIV/AIDS clients being released from prison into the Santa Clara County community and with Santa Clara County in assisting the homeless with HIV/AIDS obtain medical care and housing

#### San Benito County

The County of San Benito is making strides with recruitment and community partners by connecting with the Hollister Pregnancy Center and Access Support Network (ASN). By forming these important partnerships, we anticipate the number of referrals will increase this fiscal year. Outreach was conducted at local hospitals, clinics, the health department and other local nonprofits.

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

Regularly scheduled technical assistance meetings (perhaps on a bi-annual basis) with the staff of the Housing Dept. of the City of San Jose and HUD representatives would be very beneficial. This type of meeting would facilitate a more thorough discussion of specific program issues and reporting requirements as well as learn of any updates to the program.

#### **c. Barriers and Trends Overview**

Provide a narrative addressing items 1 through 3. Explain how barriers and trends affected your program's ability to achieve the objectives and outcomes discussed in the previous section.

1. Describe any barriers (including regulatory and non-regulatory) encountered in the administration or implementation of the HOPWA program, how they affected your program’s ability to achieve the objectives and outcomes discussed, and, actions taken in response to barriers, and recommendations for program improvement. Provide an explanation for each barrier selected.

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

The Health Trust AIDS Services

**HOPWA/HUD Regulations.** Any specific communications regarding differences between HOPWA and HUD regulations would be appreciated. It would be beneficial to get clear guidance on pressing issues that arise such as the usage of medical marijuana in subsidized housing, as it is becoming a universal prescription to address various health needs.

**Supportive Services.** In an effort to assist the clients in getting housed and retaining their housing, the supportive services provided can be very intensive, especially for the homeless, in order to address the various barriers that many often face. It is difficult at times to provide the necessary support to clients in the program due to the staffing levels that are provided as part of the contract. The heavy caseloads only allow for staff to continually assist clients as emergencies and crisis occur rather than focusing on working with the client to address the barriers and challenges that can manifest itself into housing retention issues or concerns.

**Housing Availability/Affordability.** The Bay area housing market will continue to be tight and one of the worse in the nation. As the market rate unit prices increase, it is becoming more challenging to find landlords willing to work with the lower program rents and in several cities in Santa Clara County, subsidized rents are non-existent for our clients. Low-Income Housing Tax Credit properties may become the only ones offering units priced at or below the HUD Fair Market Rent level. However, these properties have their own eligibility criteria that often deny clients due to extensive credit and criminal history. Additionally, these units may become less available to HOPWA subsidized clients, as the new renters impacted by foreclosures and the closing of the San Jose homeless encampment are also competing for these affordable units. Due to the demand of affordable units, the wait lists for these subsidized properties continue to grow with wait times of at least one year, which are not beneficial to the homeless clients who are struggling with their health conditions and are in dire need of housing. Housing staff must continually and tirelessly work with clients and landlords to find any available housing. More often than not, when a unit is available, it may be available only for a matter of hours. To address this issue we have assigned a dedicated housing specialist to continuously search for available units and stay in closer contact with the landlords. Despite these challenges THT will continue to maintain an excellent level support services to keep clients stably housed and continue the competitive search for available units.

**Client Barriers.** A large percentage of the clients assisted by the program have multiple barriers for renting either on their own or with a subsidy. These barriers are inter-related and include 1) multiple diagnoses; 2) credit history; 3) rental history; and 4) criminal justice history. Clients’ multiple diagnoses, in addition to their HIV/AIDS status, include mental health and/or substance use/abuse issues. The combination of mental health issues and substance use/abuse prevents clients from using their better judgment in following house rules, paying rent on time, or getting along with others with whom they share a home or apartment. Since the difficulties mentioned above can result in eviction notices to clients, support services are crucial. Many properties require that criminal and credit checks are conducted, therefore, many of our clients are unable to rent at those locations, which further restrict the number of units available to them during the housing search process. In other instances, program staff must use their powers of persuasion to convince landlords to rent to clients by emphasizing that case management support is available and provided as needed on an ongoing basis to resolve issues immediately as they arise. Regular meetings with the housing staff and case managers ensure that housing clients receive the assistance, guidance, and support needed for successful long-term tenancies and improved health and in the case of our homeless clients, intensive housing and medical social worker staff time is needed to assist the client in assimilating to a more structured environment.

To alleviate the difficulties clients with criminal records experience in renting, and to safeguard their housing stability, AIDS Services and housing staff refer clients, whenever possible, to appropriate legal aid agencies for help in expunging criminal records and/or in clearing poor credit and rental histories.

San Benito County

The program was challenged to recruit a clients. Outreach efforts were made through different venues, but did not result in the enrollment of additional clients. Staff will continue to provide outreach to this population. As a small rural community, it is very challenging to identify eligible clients.

- 2. Describe any trends in the community that may affect the way in which the needs of persons living with HIV/AIDS are being addressed, and provide any other information important to the future provision of services to this population.

As the demand for housing in the Bay area continues to rise, the difficulties in finding available units for the clients that meet the requirements of the Fair Market Rent will persist. Additionally, due to the lower fair market rents in an expensive county, it is difficult to find landlords that are willing to rent to clients who have poor credit or criminal backgrounds. This has been the trend in the community that affects not just the clients in this program, but across other HUD housing programs. The Fair Market Rents should reflect the fluctuating rental market; otherwise, the housing search process is going to prove more difficult with many of the populations assisted by HUD programs.

The management of HIV/AIDS has dramatically improved over the course of time thanks to the availability of newer, better and more tolerated drugs that have recently become available. Following medication regimes increases life expectancy, thus allowing many of the clients to pursue educational and employment goals. However, due to the housing program not having a time limit or self-sufficiency requirements, many are unmotivated to increase their income, as it directly impacts their rental portion, or they may no longer be income eligible for the program. There are many clients that have been on the program for a number of years with a lack of progress towards self-sufficiency. If the program were to end for any reason, they could easily become homeless despite the years of assistance in the program. Since there is no time restriction, the wait list continues to get longer as clients are extending their stay in the program while there are those who are willing and capable of taking advantage of this program opportunity to get back on their feet and to eventually graduate from the subsidy.

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

**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.*

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.	1400
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<p>2. From the total reported in Row 1, identify the number of households with unmet housing needs by type of housing subsidy assistance:</p> <p>a. Tenant-Based Rental Assistance (TBRA)</p> <p>b. Short-Term Rent, Mortgage and Utility payments (STRMU)</p> <ul style="list-style-type: none"> <li>• Assistance with rental costs</li> <li>• Assistance with mortgage payments</li> <li>• Assistance with utility costs.</li> </ul> <p>c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities</p>	<p>1400</p>
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**2. Recommended Data Sources for Assessing Unmet Need (check all sources used)**

<b>X</b>	<b>= Data as reported in the area Consolidated Plan, e.g. Table 1B, CPMP charts, and related narratives</b>
	= 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)
	= 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**

**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	\$9,562	STRMU	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Ryan White-Other	\$707,779	Non-medical Case Management & Housing	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Housing Choice Voucher Program			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Low Income Housing Tax Credit			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
HOME			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Shelter Plus Care			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Emergency Solutions Grant			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public: Community Services Block Grant	\$2,750	Supportive Services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: Low Income Heating Energy Assistance Program	\$1,000	Utility Assistance	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Private Funding			
Grants			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
In-kind Resources			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Funding			
Grantee/Project Sponsor/Subrecipient (Agency) Cash			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Resident Rent Payments by Client to Private Landlord	\$185,201		
<b>TOTAL (Sum of all Rows)</b>	<b>\$906,292</b>		

## 2. Program Income and Resident Rent Payments

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

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

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

<b>Program Income and Resident Rent Payments Collected</b>		<b>Total Amount of Program Income (for this operating year)</b>
1.	Program income (e.g. repayments)	\$1,615
2.	Resident Rent Payments made directly to HOPWA Program	0
3.	<b>Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)</b>	\$1,615

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

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

<b>Program Income and Resident Rent Payment Expended on HOPWA programs</b>		<b>Total Amount of Program Income Expended (for this operating year)</b>
1.	Program Income and Resident Rent Payment Expended on Housing Subsidy Assistance costs	\$1,615
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	0
3.	<b>Total Program Income Expended (Sum of Rows 1 and 2)</b>	\$1,615

**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**

<b>HOPWA Performance Planned Goal and Actual</b>		[1] Output: Households				[2] Output: Funding	
		HOPWA Assistance		Leveraged Households		HOPWA Funds	
		a.	b.	c.	d.	e.	f.
		Goal	Actual	Goal	Actual	HOPWA Budget	HOPWA Actual
<b>HOPWA Housing Subsidy Assistance</b>		<b>[1] Output: Households</b>				<b>[2] Output: Funding</b>	
1.	Tenant-Based Rental Assistance	79	72			\$694,724	\$537,149
2a.	<b>Permanent Housing Facilities:</b> Received Operating Subsidies/Leased units (Households Served)						
2b.	<b>Transitional/Short-term Facilities:</b> Received Operating Subsidies/Leased units (Households Served) (Households Served)						
3a.	<b>Permanent Housing Facilities:</b> Capital Development Projects placed in service during the operating year (Households Served)						
3b.	<b>Transitional/Short-term Facilities:</b> Capital Development Projects placed in service during the operating year (Households Served)						
4.	Short-Term Rent, Mortgage and Utility Assistance			35	35		
5.	Permanent Housing Placement Services	6	34			\$20,000	\$11,905
6.	Adjustments for duplication (subtract)		-4		-5		
7.	<b>Total HOPWA Housing Subsidy Assistance</b> (Columns a. – d. equal the sum of Rows 1-5 minus Row 6; Columns e. and f. equal the sum of Rows 1-5)	81	102	35	30	\$714,724	\$549,054
<b>Housing Development (Construction and Stewardship of facility based housing)</b>		<b>[1] Output: Housing Units</b>				<b>[2] Output: Funding</b>	
8.	Facility-based units; Capital Development Projects not yet opened (Housing Units)						
9.	Stewardship Units subject to 3 or 10 year use agreements						
10.	<b>Total Housing Developed</b> (Sum of Rows 8 & 9)						
<b>Supportive Services</b>		<b>[1] Output Households</b>				<b>[2] Output: Funding</b>	
11a.	Supportive Services provided by project sponsors/subrecipient that also delivered HOPWA housing subsidy assistance	37	43			\$186,838	\$145,540
11b.	Supportive Services provided by project sponsors/subrecipient that only provided supportive services.						
12.	Adjustment for duplication (subtract)						
13.	<b>Total Supportive Services</b> (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.)	37	43			\$186,838	\$145,540
<b>Housing Information Services</b>		<b>[1] Output Households</b>				<b>[2] Output: Funding</b>	
14.	Housing Information Services						
15.	<b>Total Housing Information Services</b>						

Grant Administration and Other Activities		[1] Output Households				[2] Output: Funding	
16.	Resource Identification to establish, coordinate and develop housing assistance resources						
17.	Technical Assistance (if approved in grant agreement)						
18.	Grantee Administration (maximum 3% of total HOPWA grant)					\$25,983	\$22,077
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					\$58,935	\$48,615
20.	<b>Total Grant Administration and Other Activities (Sum of Rows 16 – 19)</b>					\$84,918	\$70,692
<b>Total Expended</b>							
						[2] Outputs: HOPWA Funds Expended	
						Budget	Actual
21.	<b>Total Expenditures for program year (Sum of Rows 7, 10, 13, 15, and 20)</b>					\$986,480	\$765,286

## 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		
2.	Alcohol and drug abuse services		
3.	Case management	43	\$144,790
4.	Child care and other child services		
5.	Education		
6.	Employment assistance and training		
7.	Health/medical/intensive care services, if approved Note: Client records must conform with 24 CFR §574.310		
8.	Legal services		
9.	Life skills management (outside of case management)		
10.	Meals/nutritional services	4	\$750
11.	Mental health services		
12.	Outreach		
13.	Transportation		
14.	Other Activity (if approved in grant agreement). Specify:		
15.	<b>Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)</b>	47	
16.	<b>Adjustment for Duplication (subtract)</b>	-4	
17.	<b>TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)</b>	43	\$145,540

**3. Short-Term Rent, Mortgage and Utility Assistance (STRMU) Summary**

In Row a., enter the total number of households served and the amount of HOPWA funds expended on Short-Term Rent, Mortgage and Utility (STRMU) Assistance. In Row b., enter the total number of STRMU-assisted households that received assistance with mortgage costs only (no utility costs) and the amount expended assisting these households. In Row c., enter the total number of STRMU-assisted households that received assistance with both mortgage and utility costs and the amount expended assisting these households. In Row d., enter the total number of STRMU-assisted households that received assistance with rental costs only (no utility costs) and the amount expended assisting these households. In Row e., enter the total number of STRMU-assisted households that received assistance with both rental and utility costs and the amount expended assisting these households. In Row f., enter the total number of STRMU-assisted households that received assistance with utility costs only (not including rent or mortgage costs) and the amount expended assisting these households. In row g., report the amount of STRMU funds expended to support direct program costs such as program operation staff.

**Data Check:** The total households reported as served with STRMU in Row a., column [1] and the total amount of HOPWA funds reported as expended in Row a., column [2] equals the household and expenditure total reported for STRMU in Part 3, Chart 1, Row 4, Columns b. and f., respectively.

**Data Check:** The total number of households reported in Column [1], Rows b., c., d., e., and f. equal the total number of STRMU households reported in Column [1], Row a. The total amount reported as expended in Column [2], Rows b., c., d., e., f., and g. equal the total amount of STRMU expenditures reported in Column [2], Row a.

Housing Subsidy Assistance Categories (STRMU)		[1] Output: Number of Households Served	[2] Output: Total HOPWA Funds Expended on STRMU during Operating Year
a.	Total Short-term mortgage, rent and/or utility (STRMU) assistance		
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.		
c.	Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs.		
d.	Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.		
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.		
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.		
g.	Direct program delivery costs (e.g., program operations staff time)		

**End of PART 3**

**Part 4: Summary of Performance Outcomes**

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

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

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

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

**A. Permanent Housing Subsidy Assistance**

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
<b>Tenant-Based Rental Assistance</b>	72	62	1 Emergency Shelter/Streets	1	<i>Unstable Arrangements</i>
			2 Temporary Housing	1	<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing	3	<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy	1	
			6 Institution	1	<i>Unstable Arrangements</i>
			7 Jail/Prison		
			8 Disconnected/Unknown	1	
			9 Death	2	<i>Life Event</i>
<b>Permanent Supportive Housing Facilities/ Units</b>			1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing		<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing		<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		<i>Unstable Arrangements</i>
			7 Jail/Prison		
			8 Disconnected/Unknown		
			9 Death		<i>Life Event</i>

**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
<b>Transitional/ Short-Term Housing Facilities/ Units</b>			1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing		<i>Temporarily Stable with Reduced Risk of Homelessness</i>
			3 Private Housing		<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		<i>Unstable Arrangements</i>
			7 Jail/Prison		
			8 Disconnected/unknown		
			9 Death		<i>Life Event</i>

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

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

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

### 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.*

<b>Total Number of Households</b>	
<b>1. For Project Sponsors/Subrecipients that provided HOPWA Housing Subsidy Assistance:</b> Identify the total number of households that received the following <u>HOPWA-funded</u> services:	
a. Housing Subsidy Assistance (duplicated)-TBRA, STRMU, PHP, Facility-Based Housing, and Master Leasing	102
b. Case Management	43
c. Adjustment for duplication (subtraction)	-28
<b>d. Total Households Served by Project Sponsors/Subrecipients with Housing Subsidy Assistance (Sum of Rows a.b. minus Row c.)</b>	<b>117</b>
<b>2. For Project Sponsors/Subrecipients did NOT provide HOPWA Housing Subsidy Assistance:</b> Identify the total number of households that received the following <u>HOPWA-funded</u> service:	
a. HOPWA Case Management	
<b>b. Total Households Served by Project Sponsors/Subrecipients without Housing Subsidy Assistance</b>	

#### 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.*

<b>Categories of Services Accessed</b>	<b>[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:</b>	<b>[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:</b>	<b>Outcome Indicator</b>
1. Has a housing plan for maintaining or establishing stable on-going housing	103		<i>Support for Stable Housing</i>
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)	117		<i>Access to Support</i>
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	111		<i>Access to Health Care</i>
4. Accessed and maintained medical insurance/assistance	117		<i>Access to Health Care</i>
5. Successfully accessed or maintained qualification for sources of income	99		<i>Sources of Income</i>

**Chart 1b., Line 4: Sources of Medical Insurance and Assistance include, but are not limited to the following (Reference only)**

<ul style="list-style-type: none"> <li>• MEDICAID Health Insurance Program, or use local program name</li> <li>• MEDICARE Health Insurance Program, or use local program name</li> </ul>	<ul style="list-style-type: none"> <li>• Veterans Affairs Medical Services</li> <li>• AIDS Drug Assistance Program (ADAP)</li> <li>• State Children’s Health Insurance Program (SCHIP), or use local program name</li> </ul>	<ul style="list-style-type: none"> <li>• Ryan White-funded Medical or Dental Assistance</li> </ul>
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**Chart 1b., Row 5: Sources of Income include, but are not limited to the following (Reference only)**

<ul style="list-style-type: none"> <li>• Earned Income</li> <li>• Veteran’s Pension</li> <li>• Unemployment Insurance</li> <li>• Pension from Former Job</li> <li>• Supplemental Security Income (SSI)</li> </ul>	<ul style="list-style-type: none"> <li>• Child Support</li> <li>• Social Security Disability Income (SSDI)</li> <li>• Alimony or other Spousal Support</li> <li>• Veteran’s Disability Payment</li> <li>• Retirement Income from Social Security</li> <li>• Worker’s Compensation</li> </ul>	<ul style="list-style-type: none"> <li>• General Assistance (GA), or use local program name</li> <li>• Private Disability Insurance</li> <li>• Temporary Assistance for Needy Families (TANF)</li> <li>• Other Income Sources</li> </ul>
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**1c. Households that Obtained Employment**

Column [1]: Of the households identified as receiving services from project sponsors/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	6	

**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.

<b>Permanent Housing Subsidy Assistance</b>	<b>Stable Housing</b> (# of households remaining in program plus 3+4+5+6)	<b>Temporary Housing</b> (2)	<b>Unstable Arrangements</b> (1+7+8)	<b>Life Event</b> (9)
Tenant-Based Rental Assistance (TBRA)	5	1	2	2
Permanent Facility-based Housing Assistance/Units				
Transitional/Short-Term Facility-based Housing Assistance/Units				
<b>Total Permanent HOPWA Housing Subsidy Assistance</b>	5	1	2	2
<b>Reduced Risk of Homelessness: Short-Term Assistance</b>	<b>Stable/Permanent Housing</b>	<b>Temporarily Stable, with Reduced Risk of Homelessness</b>	<b>Unstable Arrangements</b>	<b>Life Events</b>
Short-Term Rent, Mortgage, and Utility Assistance (STRMU)				
<b>Total HOPWA Housing Subsidy Assistance</b>				

**Background on HOPWA Housing Stability Codes**

**Stable Permanent Housing/Ongoing Participation**

- 3 = Private Housing in the private rental or home ownership market (without known subsidy, including permanent placement with families or other self-sufficient arrangements) with reasonable expectation that additional support is not needed.
- 4 = Other HOPWA-funded housing subsidy assistance (not STRMU), e.g. TBRA or Facility-Based Assistance.
- 5 = Other subsidized house or apartment (non-HOPWA sources, e.g., Section 8, HOME, public housing).
- 6 = Institutional setting with greater support and continued residence expected (e.g., residential or long-term care facility).

**Temporary Housing**

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

**Unstable Arrangements**

- 1 = Emergency shelter or no housing destination such as places not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station, or anywhere outside).
- 7 = Jail /prison.
- 8 = Disconnected or disappeared from project support, unknown destination or no assessments of housing needs were undertaken.

**Life Event**

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

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

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

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

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

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

**End of PART 5**

**PART 6: Annual 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	
Site Information: Project Zip Code(s)	
Site Information: Congressional District(s)	
Is the address of the project site confidential?	<input type="checkbox"/> Yes, protect information; do not list <input type="checkbox"/> Not confidential; information can be made available to the public
<b>If the site is not confidential:</b> Please provide the contact information, phone, email address/location, if business address is different from facility address	

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

<b>Individuals Served with Housing Subsidy Assistance</b>	<b>Total</b>
Number of individuals with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance.	102

**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.*

<b>Category</b>		<b>Total HOPWA Eligible Individuals Receiving Housing Subsidy Assistance</b>
1.	<u>Continuing</u> to receive HOPWA support from the prior operating year	72
<b>New Individuals who received HOPWA Housing Subsidy Assistance support during Operating Year</b>		
2.	Place not meant for human habitation (such as a vehicle, abandoned building, bus/train/subway station/airport, or outside)	5
3.	Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	
4.	Transitional housing for homeless persons	
5.	<b>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)</b>	5
6.	Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	
7.	Psychiatric hospital or other psychiatric facility	
8.	Substance abuse treatment facility or detox center	1
9.	Hospital (non-psychiatric facility)	
10.	Foster care home or foster care group home	
11.	Jail, prison or juvenile detention facility	
12.	Rented room, apartment, or house	19
13.	House you own	
14.	Staying or living in someone else's (family and friends) room, apartment, or house	5
15.	Hotel or motel paid for without emergency shelter voucher	
16.	Other	
17.	Don't Know or Refused	
18.	<b>TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)</b>	102

**c. Homeless Individual Summary**

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

Category	Number of Homeless Veteran(s)	Number of Chronically Homeless
HOPWA eligible individuals served with HOPWA Housing Subsidy Assistance	0	5

**Section 2. Beneficiaries**

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

*Note: See definition of HOPWA Eligible Individual*

*Note: See definition of Transgender.*

*Note: See definition of Beneficiaries.*

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

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

Individuals and Families Served with HOPWA Housing Subsidy Assistance	Total Number
1. Number of individuals with HIV/AIDS who qualified the household to receive HOPWA housing subsidy assistance (equals the number of HOPWA Eligible Individuals reported in Part 7A, Section 1, Chart a.)	102
2. Number of ALL other persons <b>diagnosed</b> as HIV positive who reside with the HOPWA eligible individuals identified in Row 1 and who benefitted from the HOPWA housing subsidy assistance	5
3. Number of ALL other persons <b>NOT diagnosed</b> as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefited from the HOPWA housing subsidy	22
<b>4. TOTAL number of ALL <u>beneficiaries</u> served with Housing Subsidy Assistance (Sum of Rows 1,2, &amp; 3)</b>	129

**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.

<b>HOPWA Eligible Individuals (Chart a, Row 1)</b>						
		<b>A.</b>	<b>B.</b>	<b>C.</b>	<b>D.</b>	<b>E.</b>
		<b>Male</b>	<b>Female</b>	<b>Transgender M to F</b>	<b>Transgender F to M</b>	<b>TOTAL (Sum of Columns A-D)</b>
1.	Under 18	0	0	0	0	0
2.	18 to 30 years	1	0	0	0	1
3.	31 to 50 years	30	8	3	0	41
4.	51 years and Older	46	12	2	0	60
5.	<b>Subtotal (Sum of Rows 1-4)</b>	77	20	5	0	102
<b>All Other Beneficiaries (Chart a, Rows 2 and 3)</b>						
		<b>A.</b>	<b>B.</b>	<b>C.</b>	<b>D.</b>	<b>E.</b>
		<b>Male</b>	<b>Female</b>	<b>Transgender M to F</b>	<b>Transgender F to M</b>	<b>TOTAL (Sum of Columns A-D)</b>
6.	Under 18	5	6	0	0	11
7.	18 to 30 years	5	3	0	0	8
8.	31 to 50 years	2	3	0	0	5
9.	51 years and Older	3	0	0	0	3
10.	<b>Subtotal (Sum of Rows 6-9)</b>	15	12	0	0	27
<b>Total Beneficiaries (Chart a, Row 4)</b>						
11.	<b>TOTAL (Sum of Rows 5 &amp; 10)</b>	92	32	5	0	129

**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	2	2	0	0
2.	Asian	7	0	4	0
3.	Black/African American	20	1	6	0
4.	Native Hawaiian/Other Pacific Islander	0	0	0	0
5.	White	50	26	16	16
6.	American Indian/Alaskan Native & White	0	0	0	0
7.	Asian & White	0	0	0	0
8.	Black/African American & White	0	0	11	0
9.	American Indian/Alaskan Native & Black/African American	11	0	0	0
10.	Other Multi-Racial	22	22	0	0
11.	Column Totals (Sum of Rows 1-10)	102	51	27	16
<b>Data Check:</b> 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](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)	95
2.	31-50% of area median income (very low)	7
3.	51-80% of area median income (low)	0
4.	<b>Total (Sum of Rows 1-3)</b>	102

**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)**

--

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

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

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

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

**3. Units Assisted in Types of Housing Facility/Units Leased by Project Sponsor 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
a.	Single room occupancy dwelling					
b.	Community residence					
c.	Project-based rental assistance units or leased units					
d.	Other housing facility <b>Specify:</b>					

**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) <b>Specify:</b>		
e.	<b>Adjustment to eliminate duplication (subtract)</b>		
f.	<b>TOTAL Facility-Based Housing Assistance (Sum Rows a. through d. minus Row e.)</b>		



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

## **Annual Progress Report (APR) Measuring Performance Outcomes**

**Final Released 1/12/12  
Updated 1/22/2015**

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

The APR report for HOPWA competitively selected grantees provides annual information on program accomplishments that supports program evaluation and the ability to measure program beneficiary outcomes related to: maintain housing stability; prevent homelessness; and improve access to care and support. The public reporting burden for the collection of information is estimated to average 56 hours per manual response, or less if an automated data collection and retrieval system is in use, along with 60 hours for record keeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Grantees are required to report on the activities undertaken only, thus there may be components of these reporting requirements that may not be applicable. This agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless that collection displays a valid OMB control number.

**Previous editions are obsolete**

**form HUD-40110-C (Expiration Date: 10/31/2017)**

**Overview.** The Annual Progress Report (APR) provides annual performance reporting on clients outputs and outcomes that enables an assessment of grantee performance in achieving the housing stability outcome measure. The APR fulfills statutory reporting requirements and provides the grantee and HUD with the necessary information to assess the overall performance and accomplishment of the grantee’s program activities under the approved goals and objectives.

HOPWA competitive grantees are required to submit an APR for each operating year in which HOPWA grant funds were expended. Information on each competitive grant is to be reported in a separate APR. Grantees must complete Parts 1-5 on standard reporting elements. Grantees approved for “Other Activities”, as detailed in their grant agreement, are requested to adapt the APR to report on their unique program accomplishments.

In addition, grantees are requested to comply with the Federal Funding Accountability and Transparency Act 2006 (Public Law 109-282), which requires grant recipients to provide general information for all entities (including contractors and sub-contractors) receiving \$25,000+ in federal funding.

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**PART 3. Summary Overview of Grant Activities**

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- B. Sources of Leveraging and Program Income
- C. Performance and Expenditure Information

**PART 4. Summary of Performance Outcomes: Housing Stability, Prevention of Homelessness, and Access to Care**

**PART 5. Summary of Each Project Sponsor(s)/Subrecipient(s) Information**

- A. Project Sponsor and Subrecipient Information
- B. Rental Assistance, Short-Term Rent, Mortgage, and Utility Assistance and Permanent Housing Placement Assistance
- C. Facility-based Housing Assistance
- D. Supportive Services and Other Activities
- E. Annual Certification of Continued Use for HOPWA Facility-Based Stewardship Units

**PART 6. Worksheet - Determining HOPWA Outcomes and Connections with HMIS**

**Continued Use Periods.** Grantees that received HOPWA funding for new construction, acquisition, or substantial rehabilitation are required to operate their facilities for HOPWA-eligible beneficiaries for a ten (10) year period. If no further HOPWA funds are used to support the facility, in place of filing the APR, the grantee must submit an Annual Certification of Continued Project Operation throughout the required use periods. This certification is included in Part 5E Annual Certification of Continued Use for HOPWA Facility-Based Stewardship in this APR. The required use period is three years if rehabilitation is non-substantial.

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

In connection with the development of the Department’s standards for Homeless Management Information Systems (HMIS), universal data elements are being collected for clients of HOPWA-funded homeless assistance projects. These project sponsor or 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.

**Operating Year.** The information contained in this APR should reflect the grantee’s operating year determined at the time the grant agreement is signed. Project sponsor/subrecipient accomplishment information must coincide with this operating year period. Any change requires the approval of HUD by amendment, such as an extension for one additional year of operation. A renewal grant start date would be coordinated with the close out of the existing grant.

Grantees with an approved extension period of less than 6-months should submit the APR for the third year of the grant term at the end of the approved extension period and incorporate data from the additional months. Grantees with an approved extension period of 6-months or more should turn in an APR at the end of the operating year and submit a separate extension APR at the end of the extension period.

**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 APR 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.

**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 3C, Chart 1, Column [1] in the following manner:

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

**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, or chronic physical illness or disability, including the co-occurrence of two or more of these conditions. In addition, a disabling condition may limit an individual's ability to work or perform one or more activities of daily living. An HIV/AIDS diagnosis is considered a disabling condition.

**Extension APR:** In addition to the standard three-year (3) grant term, grantees that requested and received an extension of their grant term from the HUD field office may be required to submit an *Extension APR*. Grantees with an approved extension period of less than 6-months should submit the APR for the third year of the grant term at the end of the approved extension period and incorporate data from the additional months. Grantees with an approved extension period of 6-months or more should turn in an APR at the end of the operating year and submit a separate extension APR at the end of the extension period.

**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 APR 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 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 below) and non-beneficiaries (e.g. a shared housing arrangement with a roommate) who resided in the unit are not reported on in the APR.

**Housing Stability:** The degree to which the HOPWA project assisted beneficiaries to remain in stable housing during the operating year. See *Worksheet - Determining HOPWA Outcomes and Connections with HMIS* 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 or services. See *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 better maintain a stable living environment in housing that is safe, decent, and sanitary, (per the regulations at 24 CFR 574.310(b)) and to reduce the risks of homelessness, and improve access to HIV treatment and other health care and support.

**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/subrecipient. 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.

**Subrecipient 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 subrecipient organization provides housing and/or other supportive services directly to clients, the subrecipient organization must provide performance data on household served and funds expended. Funding flows to subrecipients as follows:

HUD Funding → Grantee → Project Sponsor → Subrecipient

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

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

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

# Housing Opportunities for Persons with AIDS (HOPWA)

## Annual Progress Report – Measuring Performance Outcomes

### PART 1: Grantee Summary

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

Please use Charts 1 and 2 in this section 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 requests Subrecipient Information. Complete only the charts applicable to the HOPWA project detailed in the report. When completing the charts, provide a response for every question using “N/A” to indicate if a particular question is not applicable to the Grantee or Subrecipient. Do not leave any sections blank.

*Note: Report all general information pertaining to project sponsors and subrecipients that perform housing and supportive services in Part 5A: Summary of Project Sponsor/Subrecipient Information.*

#### 1. Grantee Information

<b>HUD Grant Number</b> CA-H13-0005		<b>Operating Year for this report</b> From (mm/dd/yy) 07/7/15 To (mm/dd/yy) 06/30/16 <input type="checkbox"/> Yr 1; <input type="checkbox"/> Yr 2; <input checked="" type="checkbox"/> Yr 3; <input type="checkbox"/> ExtYr		
<b>Grantee Name</b> City of San José		<b>Parent Company if applicable</b>		
<b>Type of HOPWA Grant</b> <input checked="" type="checkbox"/> Competitive <input type="checkbox"/> Formula				
<b>Business Address</b>		200 East Santa Clara Street, 12 <sup>th</sup> floor		
<b>City, State, Zip, County</b>		San Jose	CA	95113
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		94-6000419		
<b>DUN &amp; Bradstreet Number (DUNS)</b>		063541874	<b>Central Contractor Registration (CCR):</b> Is the grantee's CCR status currently active? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide CCR Number: 063541874	
<b>Congressional District of Grantee's Business Address</b>		16		
<b>*Congressional District(s) of Primary Service Area</b>		11 14 15 16		
<b>*City(ies) and County(ies) of Primary Service Area</b>		Cities:: Gilroy, Los Gatos, Milpitas, Morgan Hill, Mt. View, San Jose, Santa Clara, Sunnyvale		Counties: Santa Clara
<b>Organization's Website Address</b> <a href="http://www.sihousing.org">www.sihousing.org</a> (Dept. of Housing)		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.		
Is the grantee a nonprofit organization? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please check if yes and a faith-based organization? <input type="checkbox"/> Please check if yes and a grassroots organization? <input type="checkbox"/>				

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

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. <b>Warning:</b> HUD will refer for prosecution false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012, 31 U.S.C. 3729, 3802)	
<b>Name and Title of Authorized Official</b> Jacky Morales-Ferrand, Director	<b>Signature &amp; Date (mm/dd/yy)</b>  9/28/16
<b>Name and Title of Contact at Grantee Agency</b> (person who can answer questions about the report and program) Kathryn Kaminski, Development Officer	<b>Email Address</b> Kathryn.kaminski@sanjoseca.gov
<b>Phone Number (include area code)</b> 408-793-5534	<b>Fax Number (include area code)</b> 408-289-9418

**2. Administrative Subrecipient Information**

Provide information on each Subrecipient organization with a contract/agreement of \$25,000 or greater to assist the project sponsor with evaluations or other 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. These elements address requirements in the Federal Financial Accountability and Transparency Act of 2006 (Public Law 109-282).

*Note: This chart does not apply to organizations that provide direct services to clients, defined by CFR 574.3, in providing housing and other support to beneficiaries. Subrecipients who provide direct services should complete the Subrecipient Chart in Part 5A: Summary of Project Sponsor/Subrecipient Information. Additionally, if the grantee undertakes service delivery activities directly, complete the respective performance sections (Part 5A-5E) for all activities conducted by the grantee*

*Note: If any information is not applicable to your organization, please report N/A in the appropriate box.*

*Note: Please see the definitions for project sponsor and subrecipient for distinction.*

<b>Organization</b>		<b>Parent Company (if applicable)</b>	
<b>Name and Title of Contact at Sub-recipient Organization</b>			
<b>Email Address</b>			
<b>Business Address</b>			
<b>City, State, Zip, County</b>			
<b>Phone Number (include area code)</b>		<b>Fax Number (include area code)</b>	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>			
<b>DUN &amp; Bradstreet Number (DUNs)</b>			
<b>North American Industry Classification System (NAICS) Code</b>			
<b>Congressional District of Sub-recipient's Business Address</b>			
<b>Congressional District(s) of Primary Service Area</b>			
<b>City(ies) and County(ies) of Primary Service Area</b>		<b>Cities:</b>	<b>Counties:</b>
<b>Total HOPWA Subcontract Amount of this Organization for the operating year</b>			

**End of Part 1**

## Part 2: Grantee Narrative and Performance Assessment

Use the Grantee Narrative and Performance Assessment (items A through D) to succinctly describe in a one to three page narrative how activities enabled client households to improve housing stability, increased access to care and support, and reduced their risk of homelessness. Describe the organization of the HOPWA Program and how the program interacts with other housing and supportive service programs in the community and/or state. The narrative should detail program accomplishments, barriers to achieving stated performance goals, technical assistance needs and innovative outreach and support strategies utilized by project sponsors or partner organizations to achieve program goals. In addition, provide information on any evaluations of the project's accomplishments conducted during the operating year. This narrative will be used for public information, including posting on HUD's web page.

**A. Outputs Reported.** Describe program accomplishments including the number of housing units supported and the number households assisted with HOPWA funds during this operating year. Include a comparison between proposed (as approved in the grant agreement) and actual accomplishments, as demonstrated in Part 3: Overview of Grant Activities. In the narrative, describe how the different types of housing assistance are coordinated to serve clients. If your organization has a waiting list, please explain how it is administered.

In FY15-16 a total of one hundred six (106) households were assisted in this program in the form of rental subsidies (TBRA) and support services, including case management. Of the forty-four (44) households receiving rental subsidies from HOPWA PSH and County General Fund, twenty-one (21) households received housing subsidies funded by HOPWA PSH.

The subsidies and support services were distributed throughout Santa Clara County. The majority (84%) of clients assisted live in the city of San Jose with the others distributed in Gilroy, Los Gatos, Milpitas, Morgan Hill, Mountain View, Santa Clara and Sunnyvale.

Clients receiving a housing subsidy are contacted at least quarterly by the housing case management specialist assigned to their case. On an annual basis, there are scheduled contacts to conduct annual unit inspections and ensure that the residence continues to meet housing quality standards, and to complete an annual income review and housing subsidy eligibility re-certification for each client. During these visits, clients are encouraged to contact housing staff if, and when, they encounter difficulties that prevent them from meeting their obligations as tenants, such as inability to pay their share of rent for any reason. Additional contacts may involve facilitating resolution of client/landlord issues, including processing of rent increase notices, or helping to resolve difficulties between clients and those with whom they share the home or apartment. As PSH clients are required to participate in case management at some level, the clients' case managers are kept informed about all of these housing contacts, as case management is integral to the coordinated care provided to housing clients who need the extra assistance. Those on Level II (Social Work) and Level III (Nursing) maintain regular contact with the medical social worker assigned to their case at least every 60-90 days.

Clients not receiving a housing subsidy but who need help maintaining their housing are also assisted by PSH - funded case managers represented by Non-Medical Case Managers, Medical Social Workers and Registered Nurses. The level of assistance is driven by the clients' medical, psychosocial and/or financial acuity.

The Housing Program maintains a wait list managed by the Housing Program Coordinator. Potentially eligible households are added to the list as of the date the referral for housing assistance is made. Referrals are accepted from AIDS Services staff, other HIV/AIDS service agencies or medical care providers, as well as self-referrals from clients. In addition to the date of referral, the wait list also tracks priority and preference for assistance for each household listed, e.g., homeless individuals have the highest priority for assistance, followed by households at risk of homelessness. The system of priority and preference for a housing subsidy is intended to be fluid and adjustable as clients' circumstances change. For example, a household that was homeless at the time of referrals may be stably housed and not have a priority for receiving a subsidy at the time assistance becomes available. As funds become available, clients are contacted by the housing staff; information is updated and proper verification of income and circumstances that would grant them preferred status is obtained. This system of priority also ensures that the limited funds available are effectively utilized to assist the neediest of the needy first.

**B. 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.

A review of the Housing program database showed that 100% (21/21) of clients receiving a PSH subsidy maintained housing stability in FY15-16, which exceeded our goal of 85%. For all clients receiving support services, 96% remained housed at the end of the measurement year. Also, as noted in the section above, the units occupied by clients were inspected by housing program staff initially and at least once annually to ensure they were safe, decent, sanitary, and met the housing needs of clients as required. Ninety-eight (98%) of the 106 clients receiving support services accessed routine medical care available to them during the year. The stated program goals were exceeded during the fiscal year due to the ongoing, coordinated team efforts of the case management and housing staff. They tirelessly and consistently maintained regular contact with clients to ensure their needs were met in a timely fashion so that issues were immediately addressed rather than allowing them to become overwhelming over time. These efforts will continue during FY16-17 to ensure program goals are achieved.

**C. Barriers and Recommendations.** 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, as well as recommendations for program improvement. You may select more than one from the following list. Specify a barrier for each explanation or description.

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

**HOPWA/HUD Regulations.** Administering the program without detailed guidance from HUD and/or the HOPWA regulations is a challenge. The guidance provided by in the past by Regional HUD staff and the grantee has been to refer to the Section 8 Housing Voucher Program regulations for issues not addressed by the HOPWA regulations. However, it is not clear what portions of the Section 8 Voucher Program regulations can be applied to HOPWA participants. It is extremely important to the program’s ongoing administration that more clarity and better guidance be provided through regulations or HUD guidance notices particularly when there are changes to the regulations to ensure the program remains in compliance

**Supportive Services.** Activity documentation over the past year has demonstrated that nurses, in particular, consistently expended more time on housing clients than HOPWA-PSH funds. We will continue to provide this level of support as long as other funding is available to fund this vital assistance to our more acute clients. We know that providing housing alone is only part of the equation of keeping the HIV/AIDS client stable. Continued supportive services and in particular nurses and medical case managers help keep the clients engaged in medical care and stably-housed. For FY15-16, our statistics showed a high rate of 98% of clients receiving HOPWA PSH assistance, maintained or had access to medical care during the year. We hope that this vital assistance of supportive services, especially for our more acute clients, continues.

**Housing Availability/Affordability.** The Bay area housing market will continue to be tight and one of the worse in the nation. As the market rate unit prices increase, it is becoming more challenging to find landlords willing to work with the lower program rents and in several cities in Santa Clara County, subsidized rents are non-existent for our clients. Low-Income Housing Tax Credit properties may become the only ones offering units priced at or below the HUD Fair Market Rent level. However, these properties have their own eligibility criteria that often deny clients due to extensive credit and criminal history. Additionally, these units may become less available to HOPWA subsidized clients, as the new renters impacted by the closing of the San Jose homeless encampment are also competing for these affordable units. Due to the demand of affordable units, the wait lists for these subsidized properties continue to grow with wait times of at least one year, which are not beneficial to the homeless clients who are struggling with

their health conditions and are in dire need of housing. Housing staff must continually and tirelessly work with clients and landlords to find any available housing and maintain excellent support services to keep the clients stably housed despite these challenges. More often than not, when a unit is available, it may be available only for a matter of hours. To address this issue we have assigned a dedicated housing specialist to continuously search for available units and stay in closer contact with the landlords. Despite these challenges THT will continue to maintain an excellent level support services to keep clients stably housed and continue the competitive search for available units.

**Client Barriers.** A large percentage of the clients assisted by the program have multiple barriers for renting either on their own or with a subsidy. These barriers are inter-related and include **1) multiple diagnoses; 2) credit history; 3) lack of rental history; and 4) criminal justice history.** Clients' multiple diagnoses, in addition to their HIV/AIDS status, include mental health and/or substance use/abuse issues. Multiple diagnoses impact negatively on the clients' credit, rental, and criminal justice histories. The mix of mental health issues and substance use/abuse prevents clients from using their better judgment in following house rules, paying rent on time, or getting along with others with whom they share a home or apartment. Since the difficulties mentioned above can result in eviction notices to clients, support services are crucial. In other instances, program staff must use their powers of persuasion to convince landlords to rent to clients by emphasizing that case management support is available and provided as needed on an ongoing basis to resolve issues immediately as they arise. Regular meetings with the housing staff and case managers ensure that housing clients receive the assistance, guidance, and support needed for successful long term tenancies and improved health and in the case of our homeless clients, intensive housing and medical social worker staff time is needed to assist the client in assimilating to a more structured environment.

To alleviate the difficulties clients with criminal records experience in renting, and to safeguard their housing stability, AIDS Services and housing staff refer clients, whenever possible, to appropriate legal aid agencies for help in expunging criminal records and/or in clearing poor credit and rental histories.

**D. Technical Assistance.** Describe any technical assistance needs and how they will benefit program beneficiaries.

Regularly scheduled regional technical assistance meetings (perhaps on a bi-annual basis) with project sponsors, grantees, and HUD representatives would be very beneficial. This type of meeting would facilitate a more thorough discussion of specific program issues and reporting requirements as well as learn of any updates to the program.

**E. Unmet Housing Need: Assessment of Unmet Housing Needs for HOPWA eligible Households.**

In Chart 1, please identify your service area. If your service area operates within an area also served by HOPWA formula funds, check the box in Row a. If your service area is **not** also served by HOPWA formula funds, check the box in Row b.

**Note:** For help determining whether or not a formula HOPWA programs operates within your service area, go to [[http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/comm\\_planning/aidshousing/programs/formula](http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/aidshousing/programs/formula)].

**1. Service Area**

a. Program operates within an area also served with HOPWA formula funds <i>[Completing Chart 2, Planning Estimate for Area's Unmet Needs for HOPWA-eligible households is optional for this group of competitive grantees]</i>	<input checked="" type="checkbox"/>
b. Program operates in an area that is not eligible for HOPWA formula funds <i>[This group of competitive grantees must complete Chart 2]</i>	<input type="checkbox"/>

**2. Planning Estimate of Area's Unmet Needs for HOPWA-eligible Households**

In Chart 2 Row 1, provide an assessment of the total number of HOPWA-eligible households that require housing subsidy assistance, but are not served by any HOPWA-funded housing subsidy assistance programs in this service area. In Rows a. through c. enter the total number of HOPWA-eligible households by type of housing subsidy assistance needed. Do not include clients who are already receiving HOPWA-funded housing subsidy assistance.

Refer to Chart 3, 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.

1. Total number of households that have unmet housing subsidy assistance need.	1400
2. From the total reported in #1, identify the number of households with unmet housing needs by type of housing subsidy assistance:  a. Tenant-Based Rental Assistance (TBRA) b. Short-Term Rent, Mortgage and Utility payments (STRMU) <ul style="list-style-type: none"> <li>• Assistance with rental costs</li> <li>• Assistance with mortgage payments</li> <li>• Assistance with utility costs</li> </ul> c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities	1400

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

<b>X</b> = Data as reported in the area Consolidated Plan, e.g. in 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)
= Data from project sponsors or housing providers, including waiting lists for assistance or other assessments on needs
= Data from prisons or jails in the community 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 related care assessments, e.g. local health department or CDC surveillance data

**End of Part 2**

### Part 3: 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. Do not count Supportive Services in this section)

*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 3C, Chart 1, Row 7 (e.g., do not include households that received HOPWA supportive services ONLY).*

#### Section 1. Individuals

##### a. Total HOPWA eligible individuals\*receiving HOPWA Housing Subsidy Assistance

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 housing subsidy assistance but NOT all HIV positive individuals in the household.

Individuals Served with HOPWA Housing Subsidy Assistance	Total Number
Number of individuals with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance	21

*\*See definition section for clarification on HOPWA eligible individuals*

##### b. Prior Living Situation

In chart b., Indicate the prior living arrangements for all the 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 HOPWA housing subsidy assistance reported in Chart a. above.*

Category		Total HOPWA Eligible Individuals Receiving HOPWA Housing Subsidy Assistance
1.	Continuing to receive HOPWA housing subsidy assistance from the prior operating year	15
<b>New Individuals who received HOPWA Housing Subsidy Assistance support during Operating Year</b>		
2.	Place not meant for human habitation (such as a vehicle, abandoned building, bus/train/subway station/airport, or outside)	
3.	Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	
4.	Transitional housing for homeless persons	
5.	<b>Total number new individuals who received HOPWA Housing Subsidy Assistance with a Prior Living Situation that meets HUD definition of homelessness (Sum of Rows 2 – 4)</b>	
6.	Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	
7.	Psychiatric hospital or other psychiatric facility	
8.	Substance abuse treatment facility or detox center	
9.	Hospital (non-psychiatric facility)	
10.	Foster care home or foster care group home	
11.	Jail, prison or juvenile detention facility	
12.	Rented room, apartment, or house	3
13.	House you own	
14.	Staying or living in someone else's (family and friends) room, apartment, or house	3
15..	Hotel or motel paid for by individual	
16.	Other	
17.	Don't Know or Refused	
18.	<b>TOTAL of HOPWA Eligible Individuals( Sum of Rows 1 and 5-17)</b>	21

**c. Homeless Individuals Summary**

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

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

**Section 2. Beneficiaries**

In Chart a., report the total number of HOPWA eligible individuals living with HIV/AIDS who received HOPWA housing subsidy assistance (*as reported in Part 3A, 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 Beneficiaries.*

*Note: See definition of Transgender.*

*Note: 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 below 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 3A,Section 1,Chart a, Row 7)	21
2. Number of ALL other persons <b>diagnosed</b> as HIV positive who reside with the HOPWA eligible individuals identified in Row 1 and who benefitted from the HOPWA housing subsidy assistance	3
3. Number of ALL other persons <b>not diagnosed</b> as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefited from the HOPWA housing subsidy	20
<b>4. TOTAL Number of ALL <u>Beneficiaries</u> Served with HOPWA Housing Subsidy Assistance (Sum of Rows 1, 2, &amp; 3)</b>	<b>44</b>

**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 Chart a., Row 4.

<b>HOPWA Eligible Individuals (Chart a, Row 1)</b>						
		<b>A.</b>	<b>B.</b>	<b>C.</b>	<b>D.</b>	<b>E.</b>
		<b>Male</b>	<b>Female</b>	<b>Transgender M to F</b>	<b>Transgender F to M</b>	<b>TOTAL (Sum of Columns A-D)</b>
1.	Under 18					
2.	18 to 30 years					
3.	31 to 50 years	3	7			10
4.	51 years and Older	9	2			11
5.	<b>Subtotal (Sum of Rows 1-4)</b>	12	9			21
<b>All Other Beneficiaries (Chart a, Rows 2 and 3)</b>						
		<b>A.</b>	<b>B.</b>	<b>C.</b>	<b>D.</b>	<b>E.</b>
		<b>Male</b>	<b>Female</b>	<b>Transgender M to F</b>	<b>Transgender F to M</b>	<b>TOTAL (Sum of Columns A-D)</b>
6.	Under 18	10	5			15
7.	18 to 30 years		2			2
8.	31 to 50 years	2	3			5
9.	51 years and Older	1				1
10.	<b>Subtotal (Sum of Rows 6-9)</b>	13	10			23
<b>Total Beneficiaries (Chart a, Row 4)</b>						
11.	<b>TOTAL (Sum of Rows 5 &amp; 10)</b>	25	19			44

**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 ALL Beneficiaries reported above in Section 2, Chart a., Row 4.

Category		HOPWA Eligible Individuals		All Other Beneficiaries	
		[A] Race [all individuals reported in Section 2, Chart a., Row 1]	[B] Ethnicity [Also identified as Hispanic or Latino]	[C] Race [total of individuals reported in Section 2, Chart a., Rows 2 & 3]	[D] Ethnicity [Also identified as Hispanic or Latino]
1.	American Indian/Alaskan Native	1			
2.	Asian	3		3	
3.	Black/African American	5		6	
4.	Native Hawaiian/Other Pacific Islander				
5.	White	5	3	10	7
6.	American Indian/Alaskan Native & White	1	1		
7.	Asian & White				
8.	Black/African American & White			4	3
9.	American Indian/Alaskan Native & Black/African American				
10.	Other Multi-Racial	6	6		
11.	<b>Column Totals (Sum of Rows 1-10)</b>	<b>21</b>	<b>10</b>	<b>23</b>	<b>10</b>
<i>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.</i>					

\*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 [1] and Part 3A, 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](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)	20
2.	31-50% of area median income (very low)	
3.	51-80% of area median income (low)	1
4.	<b>Total (Sum of Rows 1-3)</b>	<b>21</b>

**Part 3: Summary Overview of Grant Activities**  
**B. 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, or grant proposal/renewal application 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.

**a. Source of Leveraging Chart**

[1] Source of Leveraging	[2] Amount of Leveraged Funds	[3] Type of Contribution	[4] Housing Subsidy Assistance or Other Support
<b>Public Funding</b>			
Public Funding			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Ryan White-Housing Assistance			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Ryan White-Other			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Housing Choice Voucher Program			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Low Income Housing Tax Credit			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
HOME			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Shelter Plus Care			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Emergency Solutions Grant			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public: Santa Clara County General Fund	\$326,533	Case Management and Subsidy	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
<b>Private Funding</b>			
Grants			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
In-kind Resources			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
<b>Other Funding</b>			
Grantee/Project Sponsor/Subrecipient (Agency) Cash			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Resident Rent Payments by Client to Private Landlord	\$66,822		
<b>TOTAL (Sum of all Rows)</b>	<b>\$393,355</b>		

## 2. Program Income and Resident Rent Payments

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

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

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

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

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

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

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

## Part 3: Summary Overview of Grant Activities

### C. Performance and Expenditure Information

Report the total number of households that received HOPWA assistance and the amount of HOPWA funds expended for each program activity provided. In each activity section, the total Row must contain an **unduplicated** total number of households assisted. An adjustment for duplication Row is provided in each section to ensure that the total is correct.

*Note: See definition section for more information about Adjustment for Duplication.*

*Data Check: Data in this section is summarized from all project sponsors/subrecipients PART 5A-E submissions and therefore should match the combined total for those submissions. HOPWA housing subsidy assistance, supportive services, and housing placement activities are measured in households served while housing development activities are measured in units developed.*

#### 1. Performance and Expenditure Information by Activity Type

HOPWA Housing Subsidy Assistance		[1] Outputs: Number of Households	[2] Outputs: Amount of HOPWA Funds Expended
1.	Tenant-Based Rental Assistance	21	\$270,560
2a.	<b>Permanent Housing Facilities:</b> Received Operating Subsidies/Leased units		
2b.	<b>Transitional/Short-term Facilities:</b> Received Operating Subsidies/Leased units		
3a.	<b>Permanent Housing Facilities:</b> Capital Development Projects placed in service during the operating year		
3b.	<b>Transitional/Short-term Facilities:</b> Capital Development Projects placed in service during the operating year		
4.	Short-term Rent, Mortgage, and Utility Assistance		
5.	Permanent Housing Placement Services		
6.	Adjustment for duplication (subtract)		
7.	<b>TOTAL HOPWA Housing Subsidy Assistance (Column 1 equals sum of Rows 1-5 minus Row 6; Column 2 equals the sum of Rows 1-5)</b>	21	\$270,560
Housing Development (Construction and Stewardship of Facility-Based Housing)		[1] Outputs: Number of Housing Units	[2] Outputs: Amount of HOPWA Funds Expended
8.	Facility-Based Units; Capital Development Projects not yet opened		
9.	Stewardship units subject to 3- or 10- year use periods		
10.	<b>TOTAL Housing Development (Sum of Rows 8 and 9)</b>		
Supportive Services		[1] Outputs: Number of Households	[2] Outputs: Amount of HOPWA Funds Expended
11a.	Supportive Services provided by project sponsors/subrecipients that also delivered HOPWA housing assistance <i>(as reported in Part 5D, 1a.)</i>	85	\$111,960

11b.	Supportive Services provided by project sponsors/subrecipients that only provided supportive services <i>(as reported in Part 5, D, 1b.)</i>		
12.	Adjustment for duplication (subtract)		
13.	<b>TOTAL Supportive Services (Column 1 equals Sum of Rows 11a. &amp; 11b. minus Row 12; Column 2 equals Sum of Row 11a. &amp; 11b.)</b>	85	\$111,960
<b>Housing Information Services</b>		<b>[1] Outputs: Number of Households</b>	<b>[2] Outputs: Amount of HOPWA Funds Expended</b>
14.	Housing Information Services		
15.	<b>TOTAL Housing Information Services</b>		
<b>Grant Administration and Other Activities</b>		<b>[1] Outputs: Number of Households</b>	<b>[2] Outputs: Amount of HOPWA Funds Expended</b>
16.	Resource Identification to establish, coordinate and develop housing assistance resources		\$2,190
17.	Technical Assistance (if approved in grant agreement)		
18.	Project Outcomes/Program Evaluation (if approved in grant agreement)		
19.	Grantee Administration (maximum 3% of total of HOPWA grant)		\$7,528
20.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)		\$26,930
21.	Other Activity (if approved in grant agreement). Specify:		
22.	<b>TOTAL Grant Administration and Other Activities (Sum of Rows 16-21)</b>		\$36,648
<b>TOTAL Expended</b>			<b>[2] Amount of HOPWA Funds Expended</b>
23.	<b>TOTAL Expenditures (Sum of Rows 7, 10, 13, 15 &amp; 22)</b>		\$419,168

End of Part 3

## Part 4: Summary of Performance Outcomes

### Housing Stability, Prevention of Homelessness, and Access to Care

In Column [1], report by type the total number of households that received HOPWA housing subsidy assistance. In Column [2], enter the number of households continuing to access each type of HOPWA housing subsidy assistance into the following year. In Column [3], report the housing status of all households that exited the program. *Note: Refer to the destination codes that appear in Part 6: Appendix: Worksheet on Determining HOPWA Outcomes and Connections with HMIS.*

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

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

##### A. Permanent Housing Assistance

	[1] Output: Total Number of Households	[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	21	18	1 Emergency Shelter/Streets		Unstable Arrangements
			2 Temporary Housing		Temporarily Stable, with Reduced Risk of Homelessness
			3 Private Housing	3	Stable/Permanent Housing (PH)
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		Unstable Arrangements
			7 Jail/Prison		
			8 Disconnected/Unknown		
			9 Death		Life Event
Permanent Supportive Housing Facilities /Units			1 Emergency Shelter/Streets		Unstable Arrangements
			2 Temporary Housing		Temporarily Stable, with Reduced Risk of Homelessness
			3 Private Housing		Stable/Permanent Housing (PH)
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		Unstable Arrangements
			7 Jail/Prison		
			8 Disconnected/Unknown		
			9 Death		Life Event

##### B. Transitional Housing Assistance

	[1] Output: Total Number of Households	[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		Total number of households that will continue in residences:		1 Emergency Shelter/Streets		Unstable Arrangements
				2 Temporary Housing		Temporarily Stable, with Reduced Risk of Homelessness
				3 Private Housing		Stable/Permanent Housing (PH)
				4 Other HOPWA		
				5 Other Subsidy		
				6 Institution		Unstable Arrangements
				7 Jail/Prison		
				8 Disconnected/unknown		
				9 Death		Life Event

B1: Total number of households receiving transitional/short-term housing assistance whose tenure exceeded 24 months

**Section 2. Prevention of Homelessness: Assessment of Client Outcomes on Reduced Risks of Homelessness (Short-Term Rent, Mortgage, and Utility 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.

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 3C, Chart 1, Row 4, Column [1].

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

**Section 3. Access to Care and Support: Assessment of Client 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-funded housing subsidy assistance (TBRA, STRMU, Facility-Based, Permanent Housing Placement Services 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.*

<b>Total Number of Households</b>		
<b>1. For Project Sponsors/Subrecipients that provided HOPWA Housing Subsidy Assistance:</b> Identify the total number of households that received the following <u>HOPWA-funded</u> services:		
a. Housing Subsidy Assistance(duplicated)- TBRA, STRMU, PHP, Facility-Based Housing, and Master Leasing		21
b. Case Management		85
c. Adjustment for duplication (subtraction)		-17
<b>d. Total Households Served by Project Sponsors/Subrecipients with HOPWA Housing Subsidy Assistance (Sum of Rows a. &amp; b. minus Row c.)</b>		<b>89</b>
<b>2. For Project Sponsors/Subrecipients did NOT provide HOPWA Housing Subsidy Assistance:</b> Identify the total number of households that received the following <u>HOPWA-funded</u> service:		
a. Case Management		
<b>b. Total Households Served by Project Sponsors/Subrecipients without Housing Subsidy Assistance</b>		

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

Column [1]: Of the households identified as receiving services from project sponsors/subrecipients that provide 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.*

<b>Categories of Services Accessed</b>	<b>[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:</b>	<b>[2] For project sponsors/subrecipients that did NOT provide housing subsidy assistance, identify the households who demonstrated the following:</b>	<b>Outcome Indicator</b>
1. Has a housing plan for maintaining or establishing stable on-going housing	85		<i>Support for Stable Housing</i>
2. Had contact with a 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)	89		<i>Access to Support</i>
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	87		<i>Access to Health Care</i>
4. Accessed and maintained medical insurance/assistance	89		<i>Access to Health Care</i>
5. Successfully accessed or maintained qualification for sources of income	76		<i>Sources of Income</i>

**Chart 1b., Row 4: Sources of Medical Insurance and Assistance include, but are not limited to the following (*Reference only*)**

- |  |  |  |
|--|--|--|
| <ul style="list-style-type: none"> <li>• MEDICAID Health Insurance Program, or use local program name</li> <li>• MEDICARE Health Insurance Program, or use local program name</li> </ul> | <ul style="list-style-type: none"> <li>• Veterans Affairs Medical Services</li> <li>• AIDS Drug Assistance Program (ADAP)</li> <li>• State Children’s Health Insurance Program (SCHIP), or use local program name</li> </ul> | <ul style="list-style-type: none"> <li>• Ryan White-funded Medical or Dental Assistance</li> </ul> |
|--|--|--|

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

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

**1c. Households that Obtained Employment**

Column [1]: Of the households identified as receiving services from project sponsors that provided HOPWA housing subsidy assistance as identified in Chart 1a., Row 1d. above, report on the number of households that include persons who obtained an income-producing job during the operating year that resulted from HOPWA-funded job training, employment assistance, education or related case management/counseling services.

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

*Note: This includes jobs created by project sponsors or obtained from an outside 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/subrecipient 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	5	

**End of Part 4**

## Part 5A: Summary of Each Project Sponsor/Subrecipient Information

For each project sponsor or subrecipient, please complete the entirety of Parts 5A-E. Order the report as Part 5A-E for Project Sponsor/Subrecipient 1, then Part 5A-E for Project Sponsor/Subrecipient 2, etc.

*Note: If the grantee undertakes service delivery activities directly, complete the respective performance sections (Parts 5A-E) for all activities conducted by the grantee.*

In Chart 1, provide the following information for organizations designated or selected to serve as a project sponsors, 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: Subrecipient data is reported in Chart 2 (see definitions for more information regarding the distinction between a sub-recipient and a project sponsor).*

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

### 1. Project Sponsor Information

<b>Project Sponsor Agency Name</b> The Health Trust, AIDS Services		<b>Parent Company Name, if applicable</b> The Health Trust	
<b>Name and Title of Contact at Project Sponsor Agency</b>	Trang Van		
<b>Email Address</b>	trangv@healthtrust.org		
<b>Business Address</b>	Sobrato Center for Non-profits- San Jose, 1400 Parkmoor Ave., Suite 230		
<b>City, County, State, Zip,</b>	San Jose	CA	95126
<b>Phone Number (with area code)</b>	408-961-9823	<b>Fax Number (with area code)</b> 408-961-9856	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	94-6050231		
<b>DUN &amp; Bradstreet Number (DUNs)</b>	011506016		
<b>Congressional District of Sponsor's Business Address</b>	15		
<b>Congressional District(s) of Primary Service Area</b>	11,14,15,16		
<b>City(ies) and County(ies) of Primary Service Area</b>	Cities: Gilroy Los Gatos Milpitas Morgan Hill Mt. View Palo Alto San Jose Santa Clara Sunnyvale		Counties: Santa Clara
<b>Total HOPWA contract amount for this Organization for the operating year</b>	532,958		
<b>Organization's Website Address</b> www.healthtrust.org		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
<b>Please check if yes and a faith-based organization</b> <input type="checkbox"/>			
<b>Please check if yes and a grassroots organization</b> <input type="checkbox"/>			

**2. 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 complete Part 5, Sections A-E of the APR.

*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	N/A		Parent Company Name, if applicable	
Name <u>and</u> Title of Contact at Contractor/ Sub-contractor Agency	N/A			
Email Address	N/A			
Business Address	N/A			
City, County, State, Zip	N/A	N/A	N/A	N/A
Phone Number (included area code)	N/A		Fax Number (include area code)	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	N/A			
DUN & Bradstreet Number (DUNs)	N/A			
North American Industry Classification System (NAICS) Code	N/A			
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:	
Total HOPWA Subcontract Amount of this Organization for the operating year	N/A			
Organization's Website Address  N/A	Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input type="checkbox"/> No  If yes, explain in the narrative section how this list is administered.			
Is the sponsor a nonprofit organization? <input type="checkbox"/> Yes <input type="checkbox"/> No  Please check if yes and a faith-based organization <input type="checkbox"/> Please check if yes and a grassroots organization <input type="checkbox"/>	Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input type="checkbox"/> No  If yes, explain in the narrative section how this list is administered.			

**Part 5: Summary of Each Project Sponsor(s)/Subrecipient(s) Information**  
**B. Rental Assistance, Short-Term Rent, Mortgage and Utility Assistance Programs and Permanent Housing Placement Assistance**

**1. Rental Assistance (RA)**

Enter the total number of households served in Column [1] and the amount of HOPWA funds expended Column [2] by the project sponsor/subrecipient on RA.

HOPWA Housing Subsidy Assistance Category: RA		[1] Output: Number of Households Served	[2] Output: Total HOPWA Funds Expended during Operating Year by Project Sponsor/Subrecipient
a.	Tenant-based rental assistance (TBRA)	21	\$197,282
b.	Other Rental Assistance (RA) Programs (if approved in grant agreement)		
c.	Direct program delivery costs (e.g., program staff time)		\$73,278
d.	<b>TOTAL Rental Housing Assistance (For Column [1] sum of Row a. &amp; Row b., for Column [2] sum of rows a. – c.)</b>	21	\$270,560

**2. Short-Term Rent, Mortgage and Utility Assistance (STRMU)**

In Row a., enter the total number of households served and the amount of HOPWA funds expended by each project sponsor or subrecipient on Short Term Rent, Mortgage, and Utility assistance (STRMU).

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 by the project sponsor/subrecipient 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 by the project sponsor 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 by the project sponsor/subrecipient 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 by the project sponsor/subrecipient 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 by the project sponsor/subrecipient 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 3C, Chart 1, Row 4.

*Data Check:* The total number of households reported in Column [1], Rows b., c., d., e., and f. should 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. should equal the total amount of STRMU expenditures reported in Column [2], Row a.

Housing Subsidy Assistance Categories (STRMU)		[1] Output: Number of Households Served	[2] Output: Total HOPWA Funds Expended on STRMU during Operating Year
a.	Total Short-term mortgage, rent and/or utility (STRMU) assistance		
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.		
c.	Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs.		
d.	Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.		
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.		
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.		
g.	Direct program delivery costs (e.g., program operations staff time)		

**3. Permanent Housing Placement Services**

In Row a., Column [1] report the households served with HOPWA-funded Permanent Housing Placement Assistance and in Row a, Column [2] report the HOPWA funds expended on Permanent Housing Placement Services. Use Row b. to report on direct program delivery costs used to operate the Permanent Housing Placement Program. Use Row c., to report household and expenditure totals for Permanent Housing Placement Services.

<b>HOPWA Housing Subsidy Assistance Category: Permanent Housing Placement Assistance</b>		<b>[1] Output: Number of Households Served</b>	<b>[2] Output: Total HOPWA Funds Expended during Operating Year by Project Sponsor/Subrecipient</b>
a.	Permanent Housing Placement Services		
b.	Direct program delivery costs (e.g., program staff time)		
c.	<b>TOTAL Permanent Housing Placement Services (sum of Rows a. and b.)</b>		

## Part 5: Summary of Each Project Sponsor(s)/Subrecipient(s) Information

### C. Facility-based Housing Assistance

Complete one Part 5C for each facility developed and/or supported through HOPWA funds.

**Do not complete this Chart 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/subrecipient should complete Section 5E: Annual Certification of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY).

Complete Charts 1a., Project Site Information, and 1b., 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.

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

#### 1b. Number and Type of HOPWA Capital Development Project (For Current or Past Capital Development Projects that receive HOPWA Operating Costs this reporting year)

For units entered above (1a) 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 of Energy-Star Compliant	Number 504 Accessible
Rental units constructed (new) and/or acquired <u>with or without</u> rehab				
Rental units rehabbed				
Homeownership units constructed (if approved)				

**2. Number of Units Assisted in Types of Housing Facility/Units Leased or Operated by Project Sponsor or Subrecipient**  
 Charts 2a., 2b. and 3 are required for each facility. In Charts 2a. and 2b., indicate the type of facility and number of units in it.

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 on one page.*

**a. Check one only.**

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

**b. 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 <u>Units</u> Operated in the Operating Year Categorized by the Number of Bedrooms per Units				
		SRO/Studio/0 bdrm	1 bdrm	2bdrm	3 bdrm	4 bdrm
a.	Single room occupancy (SRO) dwelling					
b.	Community Residence					
c.	Project-based Rental Assistance Units or Leased Units (including Master-leased Units)					
d.	Other housing facility <u>Specify:</u>					

**3. 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 Served	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.	<b>TOTAL Facility-Based Housing Assistance</b>		

## Part 5: Summary of Each Project Sponsor(s)/Subrecipient(s) Information

### D. Supportive Services and Other Activities

In this section, report on the use of HOPWA funds for supportive services and other activities.

In Chart 1, if the project sponsor/subrecipient provided both HOPWA funded supportive services AND HOPWA housing subsidy assistance check Box 1a. If the project sponsor/subrecipient provided supportive services but did not also provide HOPWA housing subsidy assistance, check Box 1b. If the project sponsor/subrecipient did not provide any HOPWA funded supportive services, check Box 1c.

#### 1. Type of Project Sponsor (Check one only)

a. Supportive Services are provided by project sponsor/subrecipient that also delivered HOPWA housing subsidy assistance (complete Chart 2 and 3)	<input checked="" type="checkbox"/>
b. Supportive Services provided by project sponsor/subrecipient who did NOT also provide HOPWA housing subsidy assistance (complete Chart 2 and 3)	<input type="checkbox"/>
c. Project sponsor/subrecipient does not provide HOPWA supportive services (complete only Chart 3 only)	<input type="checkbox"/>

#### 2. Listing of Supportive Services paid for with HOPWA funds provided by Project Sponsor/Subrecipient Agency

In Chart 2, project sponsors/subrecipients who provided HOPWA supportive services during the operating year (checked off Box 1a. or 1b. in Chart 1) should report the total of all households and expenditures for each type of HOPWA-funded supportive service delivered. Use Row 16 to adjust for duplication and Row 17 to provide an unduplicated household count. All project sponsors/subrecipients who provided supportive services with HOPWA funds during the operating year should report by supportive services activity type the number of households served and HOPWA dollars expended.

*Note: Every project sponsor/subrecipient who checked off Box 1a. or 1b. above should report households served and funds expended by supportive service type in Chart 2 below.*

	Supportive Services	[1] Output: Number of Households	[2] Output: Amount of HOPWA Funds Expended
1.	Adult day care and personal assistance		
2.	Alcohol and drug abuse services		
3.	Case management	85	\$111,131
4.	Child care and other child services		
5.	Education		
6.	Employment assistance and training		
7.	Health/medical/intensive care services, if approved <small>Note: Client records must conform with 24 CFR §574.310</small>		
8.	Legal services		
9.	Life skills management (outside of case management)	19	\$829
10.	Meals/nutritional services		
11.	Mental health services		
12.	Outreach		
13.	Transportation		
14.	Other Activity (if approved in grant agreement). <b>Specify:</b>		
15.	<b>Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)</b>		
16.	<b>Adjustment for Duplication (subtract)</b>	19	
17.	<b>TOTAL Households receiving Supportive Services (unduplicated) (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)</b>	85	\$111,960

**3. Listing of Housing Information Services, Grant Administration, and Other Activities paid for with HOPWA funds**  
 In Chart 3, all project sponsors/subrecipients should report Housing Information Services and Grant Administration and Other activities, as applicable. Use Chart 3, Rows 18 and 19 to report the number of unduplicated households receiving HOPWA housing information services and HOPWA dollars spent providing housing Information services. Use Rows 20 through 24 to report HOPWA expenditures on other activities including Grant Administration.

*Note: The sum total reported in Row 26 includes the total supportive services dollars reported in Chart 2 Row, 17.*

<b>Housing Information Services</b>		<b>[1] Output: Number of Households</b>	<b>[2] Output: Amount of HOPWA funds Expended</b>
18.	Housing Information Services		
19.	<b>TOTAL Housing Information Services</b>		
<b>Grant Administration and Other Activities</b>		<b>[1] Output: Number of Households</b>	<b>[2] Output: Amount of HOPWA funds Expended</b>
20.	Resource Identification to establish, coordinate, and develop housing assistance resources		\$2,190
21.	Technical Assistance to Community Residences		
22.	Project Outcomes/Program Evaluation (if approved)		
23.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)		\$26,930
24.	Other Activity (if approved in grant agreement) <b>Specify:</b>		
25.	<b>TOTAL Grant Administration and Other Activities</b>		\$29,120
26.	<b>TOTAL Supportive Services and Grant Administration Expenditures (Sum of Chart 2, Row 17 and Chart 3, Rows 19 and 25)</b>		\$141,080

**Part 5: Summary of Each Project Sponsor(s)/Subrecipient(s) Information**  
**E. 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 Section 5C of the APR if the facility was acquired, rehabilitated or constructed/developed in part with HOPWA funds but NO HOPWA funds were expended during the operating year. Scattered site units may be grouped together on one page.

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

*Note: See definition of "Stewardship Units"*

**1. General information**

HUD Grant Number(s)	<b>Operating Year for this report</b> <b>From (mm/dd/yy) To (mm/dd/yy)</b> <input type="checkbox"/> <b>Final Yr</b>  <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

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

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

**3. Details of Project Site**

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

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. I also certify that the grant is still serving the planned number of HOPWA-eligible households at this facility through other resources and all the requirements of the grant agreement are being satisfied.

<i>I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.</i>	
<b>Name &amp; Title of Authorized Official of the organization that continues to operate the facility:</b>  <input type="text"/>	<b>Signature &amp; Date (mm/dd/yy)</b>
<b>Name &amp; Title of Contact at Grantee Agency</b> <i>(person who can answer questions about the report and program)</i>  <input type="text"/>	<b>Contact Phone (include area code)</b>

**End of Part 5**

## Part 6: Worksheet - Determining HOPWA Outcomes and Connections with HMIS

1. This Chart is designed to help you assess program results based on the information reported in Part 4. Completion of this worksheet is optional.

Permanent Housing Assistance	Stable Housing (# remaining in program plus 3+4+5+6)	Temporary Housing (2)	Unstable Arrangements (1+7+8)	Life Event (9)
Tenant-based Rental Assistance (TBRA)				
Permanent Facility-Based Housing Assistance/Units				
Transitional/Short-term Facility-Based Housing Assistance/Units				
Total Permanent HOPWA Housing Assistance				
Reduced Risk of Homelessness: Short-Term Assistance	Stable/Permanent Housing	Temporarily Stable, with Reduced Risk of Homelessness	Unstable Arrangements	Life Events
Short-term Rent, Mortgage, and Utility Assistance (STRMU)				
Total HOPWA Housing Assistance				

### Background on HOPWA Housing Stability Codes

#### Stable Permanent Housing/Ongoing Participation

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

4 = Other HOPWA-funded housing 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 6**

# Annual Performance Report HOME Program

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

OMB Approval No. 2506-0171  
(exp. 8/31/2009)

Public reporting burden for this collection of information is estimated to average 2.5 hours 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.

This form is intended to collect numeric data to be aggregated nationally as a complement to data collected through the Cash and Management Information (C/MI) System. Participants should enter the reporting period in the first block. The reporting period is October 1 to September 30. Instructions are included for each section if further explanation is needed.

Submit this form on or before December 31. Send one copy to the appropriate HUD Field Office and one copy to: <b>HOME Program, Rm 7176, 451 7th Street, S.W., Washington D.C. 20410</b>	This report is for period (mm/dd/yyyy)		Date Submitted (mm/dd/yyyy)
	Starting	Ending	

## Part I Participant Identification

1. Participant Number	2. Participant Name		
3. Name of Person completing this report		4. Phone Number (Include Area Code)	
5. Address	6. City	7. State	8. Zip Code

## Part II Program Income

Enter the following program income amounts for the reporting period: in block 1, enter the balance on hand at the beginning; in block 2, enter the amount generated; in block 3, enter the amount expended; and in block 4, enter the amount for Tenant-Based rental Assistance.

1. Balance on hand at Beginning of Reporting Period	2. Amount received during Reporting Period	3. Total amount expended during Reporting Period	4. Amount expended for Tenant-Based Rental Assistance	5. Balance on hand at end of Reporting Period (1 + 2 - 3) = 5
---	--	--	---	---

## Part III Minority Business Enterprises (MBE) and Women Business Enterprises (WBE)

In the table below, indicate the number and dollar value of contracts for HOME projects completed during the reporting period.

	a. Total	Minority Business Enterprises (MBE)			f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	
A. Contracts					
1. Number					
2. Dollar Amount					
B. Sub-Contracts					
1. Number					
2. Dollar Amount					
	a. Total	b. Women Business Enterprises (WBE)	c. Male		
C. Contracts					
1. Number					
2. Dollar Amount					
D. Sub-Contracts					
1. Number					
2. Dollar Amounts					

**Part IV Minority Owners of Rental Property**

In the table below, indicate the number of HOME assisted rental property owners and the total dollar amount of HOME funds in these rental properties assisted during the reporting period.

	a. Total	Minority Property Owners				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
1. Number						
2. Dollar Amount						

**Part V Relocation and Real Property Acquisition**

Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition. The data provided should reflect only displacements and acquisitions occurring during the reporting period.

	a. Number	b. Cost	Minority Business Enterprises (MBE)			f. White Non-Hispanic
Households Displaced	a. Total	b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
1. Parcels Acquired						
2. Businesses Displaced						
3. Nonprofit Organizations Displaced						
4. Households Temporarily Relocated, not Displaced						
5. Households Displaced - Number						
6. Households Displaced - Cost						





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



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2015  
 SAN JOSE , CA

DATE: 09-28-16  
 TIME: 16:55  
 PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	8,259,253.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	549,456.31
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	8,808,709.31

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	7,166,342.09
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	7,166,342.09
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	1,656,983.61
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	1,837,206.14
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	10,660,531.84
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	(1,851,822.53)

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	5,262,211.04
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	5,262,211.04
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	73.43%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	1,324,042.53
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	(110,020.00)
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	1,214,022.53
32 ENTITLEMENT GRANT	8,259,253.00
33 PRIOR YEAR PROGRAM INCOME	382,337.39
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	8,641,590.39
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	14.05%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	1,656,983.61
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	1,656,983.61
42 ENTITLEMENT GRANT	8,259,253.00
43 CURRENT YEAR PROGRAM INCOME	549,456.31
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	8,808,709.31
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	18.81%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Plan Year	IDIS Project	IDIS Activity	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	13	2862	Acquisition of Gallup/Mesa	01	LMH	\$1,162,358.00
				01	Matrix Code	\$1,162,358.00
2015	13	2860	CDI-15-F102-Plaza Acquisition for Rehabilitation	14G	LMH	\$741,773.05
				14G	Matrix Code	\$741,773.05
Total						\$1,904,131.05

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	24	2687	5934284	CDI-13-011- Enhancing Mayfair Community Garden Enhancement	03	LMA	\$7,422.00
2013	24	2687	5949406	CDI-13-011- Enhancing Mayfair Community Garden Enhancement	03	LMA	\$11,500.00
2013	24	2687	5950541	CDI-13-011- Enhancing Mayfair Community Garden Enhancement	03	LMA	\$6,006.06
2013	24	2687	5959603	CDI-13-011- Enhancing Mayfair Community Garden Enhancement	03	LMA	\$6,230.91
					03	Matrix Code	\$31,158.97
2014	26	2783	5921572	CDI-14-016- Santee Drop-In Center Building Rehab	03E	LMA	\$891,000.00
					03E	Matrix Code	\$891,000.00
2012	21	2549	5909785	CDI-12-006 - Five Wounds Neighborhood Infrastructure Improvement	03K	LMA	\$398.35
2012	21	2549	5924491	CDI-12-006 - Five Wounds Neighborhood Infrastructure Improvement	03K	LMA	\$1,142.40
2012	21	2549	5929670	CDI-12-006 - Five Wounds Neighborhood Infrastructure Improvement	03K	LMA	\$367.20
2012	21	2549	5934284	CDI-12-006 - Five Wounds Neighborhood Infrastructure Improvement	03K	LMA	\$311.72
2012	21	2549	5950541	CDI-12-006 - Five Wounds Neighborhood Infrastructure Improvement	03K	LMA	\$1,367.73
2012	21	2549	5959603	CDI-12-006 - Five Wounds Neighborhood Infrastructure Improvement	03K	LMA	\$29,634.21
2013	22	2685	5863854	CDI-13-009 Five Wounds/Santee LED Streetlights	03K	LMA	\$74,125.67
2013	22	2685	5874630	CDI-13-009 Five Wounds/Santee LED Streetlights	03K	LMA	\$43,576.53
2013	22	2685	5875804	CDI-13-009 Five Wounds/Santee LED Streetlights	03K	LMA	\$11,235.76
2013	22	2685	5885163	CDI-13-009 Five Wounds/Santee LED Streetlights	03K	LMA	\$7,745.82
2013	22	2685	5895380	CDI-13-009 Five Wounds/Santee LED Streetlights	03K	LMA	\$10,878.56
2013	22	2685	5900035	CDI-13-009 Five Wounds/Santee LED Streetlights	03K	LMA	\$49.43
2013	22	2685	5904450	CDI-13-009 Five Wounds/Santee LED Streetlights	03K	LMA	\$5,069.58
2013	22	2685	5913995	CDI-13-009 Five Wounds/Santee LED Streetlights	03K	LMA	\$7,300.53
2013	22	2685	5924491	CDI-13-009 Five Wounds/Santee LED Streetlights	03K	LMA	\$7,588.46
2013	22	2685	5949406	CDI-13-009 Five Wounds/Santee LED Streetlights	03K	LMA	\$19,519.18
2013	22	2685	5950541	CDI-13-009 Five Wounds/Santee LED Streetlights	03K	LMA	\$21,249.01
2013	22	2685	5959603	CDI-13-009 Five Wounds/Santee LED Streetlights	03K	LMA	\$97.34
2013	23	2686	5874630	CDI-13-010 - Road Humbs in Five Wounds Neighborhood	03K	LMA	\$26,399.84
2013	23	2686	5875804	CDI-13-010 - Road Humbs in Five Wounds Neighborhood	03K	LMA	\$1,860.32
2013	23	2686	5885163	CDI-13-010 - Road Humbs in Five Wounds Neighborhood	03K	LMA	\$2,094.06
2013	23	2686	5904450	CDI-13-010 - Road Humbs in Five Wounds Neighborhood	03K	LMA	\$12,205.67
2013	23	2686	5913995	CDI-13-010 - Road Humbs in Five Wounds Neighborhood	03K	LMA	\$1,343.74
2013	23	2686	5924491	CDI-13-010 - Road Humbs in Five Wounds Neighborhood	03K	LMA	\$1,544.34
2013	23	2686	5934284	CDI-13-010 - Road Humbs in Five Wounds Neighborhood	03K	LMA	\$2,277.73



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	23	2686	5949406	CDI-13-010 - Road Humbs in Five Wounds Neighborhood	03K	LMA	\$6,464.12
2013	23	2686	5950541	CDI-13-010 - Road Humbs in Five Wounds Neighborhood	03K	LMA	\$15,158.15
2013	23	2686	5959603	CDI-13-010 - Road Humbs in Five Wounds Neighborhood	03K	LMA	\$20.65
2014	18	2782	5875804	CDI-14-021-Five Wounds Art Walk(City-ESD)	03K	LMA	\$6,453.47
2014	18	2782	5885163	CDI-14-021-Five Wounds Art Walk(City-ESD)	03K	LMA	\$3,527.87
2014	18	2782	5889612	CDI-14-021-Five Wounds Art Walk(City-ESD)	03K	LMA	\$3,868.67
2014	18	2782	5895380	CDI-14-021-Five Wounds Art Walk(City-ESD)	03K	LMA	\$4,011.65
2014	18	2782	5900035	CDI-14-021-Five Wounds Art Walk(City-ESD)	03K	LMA	\$205.78
2014	18	2782	5904450	CDI-14-021-Five Wounds Art Walk(City-ESD)	03K	LMA	\$6,675.09
2014	18	2782	5909785	CDI-14-021-Five Wounds Art Walk(City-ESD)	03K	LMA	\$5,239.95
2014	18	2782	5913995	CDI-14-021-Five Wounds Art Walk(City-ESD)	03K	LMA	\$1,737.97
2014	18	2782	5919061	CDI-14-021-Five Wounds Art Walk(City-ESD)	03K	LMA	\$2,000.06
2014	18	2782	5924491	CDI-14-021-Five Wounds Art Walk(City-ESD)	03K	LMA	\$612.07
2014	18	2782	5929670	CDI-14-021-Five Wounds Art Walk(City-ESD)	03K	LMA	\$2,758.00
2014	18	2782	5934284	CDI-14-021-Five Wounds Art Walk(City-ESD)	03K	LMA	\$3,896.66
2014	18	2782	5943048	CDI-14-021-Five Wounds Art Walk(City-ESD)	03K	LMA	\$1,031.83
2014	18	2782	5950541	CDI-14-021-Five Wounds Art Walk(City-ESD)	03K	LMA	\$585.41
2014	18	2782	5959599	CDI-14-021-Five Wounds Art Walk(City-ESD)	03K	LMA	\$1,414.46
2015	5	2835	5924491	CDI-15-G102 - King Road St James & San Antonio Street Improvements	03K	LMA	\$6,043.35
2015	5	2835	5934284	CDI-15-G102 - King Road St James & San Antonio Street Improvements	03K	LMA	\$1,842.61
2015	5	2835	5950541	CDI-15-G102 - King Road St James & San Antonio Street Improvements	03K	LMA	\$804.46
					03K	Matrix Code	\$363,735.46
2015	5	2834	5913995	CDI-15-G101 - ADA Pedestrian Ramps Improvements	03L	LMA	\$6.12
2015	5	2834	5943048	CDI-15-G101 - ADA Pedestrian Ramps Improvements	03L	LMA	\$133,001.71
2015	5	2834	5949406	CDI-15-G101 - ADA Pedestrian Ramps Improvements	03L	LMA	\$203,386.70
					03L	Matrix Code	\$336,394.53
2014	7	2772	5853038	CPS-12-007B - Citywide Outreach & Shelter Project	05	LMC	\$110,020.00
2015	3	2824	5885163	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$8,528.53
2015	3	2824	5900035	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$2,384.82
2015	3	2824	5904450	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$3,583.40
2015	3	2824	5909785	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$4,304.32
2015	3	2824	5924491	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$3,751.82
2015	3	2824	5943048	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$3,933.58
2015	3	2824	5949406	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$10,456.04
2015	3	2824	5959599	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$9,823.69
2015	3	2824	5966569	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$798.52
2015	3	2825	5885163	CPS-15-014-CommUniv- Community Leadership Training	05	LMC	\$9,091.38
2015	3	2825	5909785	CPS-15-014-CommUniv- Community Leadership Training	05	LMC	\$19,035.07
2015	3	2825	5919058	CPS-15-014-CommUniv- Community Leadership Training	05	LMC	\$5,966.22
2015	3	2825	5943048	CPS-15-014-CommUniv- Community Leadership Training	05	LMC	\$6,534.43
2015	3	2825	5949406	CPS-15-014-CommUniv- Community Leadership Training	05	LMC	\$9,339.98
2015	3	2826	5885163	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$9,223.71
2015	3	2826	5904450	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$4,990.30
2015	3	2826	5909785	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$20,835.58
2015	3	2826	5919058	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$5,707.94
2015	3	2826	5921572	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$4,603.32
2015	3	2826	5929670	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$703.39
2015	3	2826	5950541	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$468.51
2015	3	2826	5952821	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$101.17
2015	3	2826	5966569	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$3,366.03
2015	4	2827	5919058	CPS-13-009Ba- Encampment & Place-Based Proj/CaseMgmt(PS)	05	LMC	\$135,906.25
2015	4	2827	5929670	CPS-13-009Ba- Encampment & Place-Based Proj/CaseMgmt(PS)	05	LMC	\$42,127.15



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	4	2827	5949406	CPS-13-009Ba- Encampment & Place-Based Proj/CaseMgmt(PS)	05	LMC	\$16,761.93
2015	4	2827	5952821	CPS-13-009Ba- Encampment & Place-Based Proj/CaseMgmt(PS)	05	LMC	\$24,733.34
2015	15	2836	5919058	CPS-12-007C - Citywide Outreach & Shelter Project	05	LMC	\$92,072.15
2015	15	2837	5874630	CPS-13-008A - DV Collaborative	05	LMC	\$29,264.76
2015	15	2837	5885163	CPS-13-008A - DV Collaborative	05	LMC	\$14,525.75
2015	15	2838	5900035	CPS-13-010B - Families and Youth	05	LMC	\$37,048.00
2015	15	2839	5909785	CPS-15-011 - Supportive Services and Rapid Rehousing	05	LMC	\$2,343.86
2015	15	2839	5913995	CPS-15-011 - Supportive Services and Rapid Rehousing	05	LMC	\$3,699.05
2015	15	2839	5919058	CPS-15-011 - Supportive Services and Rapid Rehousing	05	LMC	\$5,815.76
2015	15	2839	5943048	CPS-15-011 - Supportive Services and Rapid Rehousing	05	LMC	\$2,824.30
2015	15	2839	5959599	CPS-15-011 - Supportive Services and Rapid Rehousing	05	LMC	\$6,653.35
2015	15	2839	5966569	CPS-15-011 - Supportive Services and Rapid Rehousing	05	LMC	\$2,250.28
2015	15	2840	5921572	CPS-15-012 - Citwide Outreach & Shelter Project	05	LMC	\$88,389.84
2015	15	2840	5929670	CPS-15-012 - Citwide Outreach & Shelter Project	05	LMC	\$16,100.33
2015	15	2840	5943048	CPS-15-012 - Citwide Outreach & Shelter Project	05	LMC	\$15,584.55
2015	15	2840	5950541	CPS-15-012 - Citwide Outreach & Shelter Project	05	LMC	\$155,134.76
2015	15	2840	5959599	CPS-15-012 - Citwide Outreach & Shelter Project	05	LMC	\$87,357.34
					05	Matrix Code	\$1,036,144.50
2015	1	2822	5875804	CPS-12-002C-Senior Isolation to Inclusion	05A	LMC	\$22,577.21
2015	1	2822	5885163	CPS-12-002C-Senior Isolation to Inclusion	05A	LMC	\$16,685.86
2015	1	2822	5895380	CPS-12-002C-Senior Isolation to Inclusion	05A	LMC	\$8,019.49
2015	1	2822	5909785	CPS-12-002C-Senior Isolation to Inclusion	05A	LMC	\$16,250.81
2015	1	2822	5921572	CPS-12-002C-Senior Isolation to Inclusion	05A	LMC	\$8,923.40
2015	1	2822	5943048	CPS-12-002C-Senior Isolation to Inclusion	05A	LMC	\$9,138.48
2015	1	2822	5949406	CPS-12-002C-Senior Isolation to Inclusion	05A	LMC	\$8,903.41
2015	1	2822	5952821	CPS-12-002C-Senior Isolation to Inclusion	05A	LMC	\$10,149.37
2015	2	2823	5874630	CPS-12-002C- Meals on Wheels	05A	LMC	\$32,567.16
2015	2	2823	5885163	CPS-12-002C- Meals on Wheels	05A	LMC	\$13,239.71
2015	2	2823	5889604	CPS-12-002C- Meals on Wheels	05A	LMC	\$10,000.00
2015	2	2823	5889612	CPS-12-002C- Meals on Wheels	05A	LMC	\$930.59
2015	2	2823	5909785	CPS-12-002C- Meals on Wheels	05A	LMC	\$20,071.74
2015	2	2823	5919058	CPS-12-002C- Meals on Wheels	05A	LMC	\$6,870.40
2015	2	2823	5921572	CPS-12-002C- Meals on Wheels	05A	LMC	\$7,440.40
2015	2	2823	5943048	CPS-12-002C- Meals on Wheels	05A	LMC	\$7,121.20
2015	2	2823	5952821	CPS-12-002C- Meals on Wheels	05A	LMC	\$2,408.80
					05A	Matrix Code	\$201,298.03
2015	17	2831	5875804	CADM-12-001C- Fair Housing Consortium (PS)	05J	LMC	\$61,359.71
2015	17	2831	5885163	CADM-12-001C- Fair Housing Consortium (PS)	05J	LMC	\$25,240.29
					05J	Matrix Code	\$86,600.00
2015	4	2828	5919058	CPS-13-009Bb-Encampment & Place-BasedProj/CleanUp	06	LMA	\$139,237.73
2015	4	2828	5929670	CPS-13-009Bb-Encampment & Place-BasedProj/CleanUp	06	LMA	\$31,094.38
2015	4	2828	5949406	CPS-13-009Bb-Encampment & Place-BasedProj/CleanUp	06	LMA	\$18,401.69
2015	4	2828	5952821	CPS-13-009Bb-Encampment & Place-BasedProj/CleanUp	06	LMA	\$23,078.02
2015	7	2861	5934284	CAM-15- - Illegal dumping in Placed Neighborhood	06	LMA	\$45,687.97
2015	7	2861	5943048	CAM-15- - Illegal dumping in Placed Neighborhood	06	LMA	\$7,751.98
2015	7	2861	5949406	CAM-15- - Illegal dumping in Placed Neighborhood	06	LMA	\$16,322.68
2015	7	2861	5952821	CAM-15- - Illegal dumping in Placed Neighborhood	06	LMA	\$26,030.86
					06	Matrix Code	\$307,605.31
2012	19	2590	5874630	5346 Carryback Ave -DonovanMcQuillis/2012-13	14A	LMH	\$10,869.32
2015	8	2830	5875804	CDI-12-001C-Critical & Minor Repairs	14A	LMH	\$106,990.24
2015	8	2830	5885163	CDI-12-001C-Critical & Minor Repairs	14A	LMH	\$55,107.65
2015	8	2830	5895380	CDI-12-001C-Critical & Minor Repairs	14A	LMH	\$60,613.45
2015	8	2830	5900034	CDI-12-001C-Critical & Minor Repairs	14A	LMH	\$10,246.61
2015	8	2830	5900035	CDI-12-001C-Critical & Minor Repairs	14A	LMH	\$53,856.01
2015	8	2830	5909785	CDI-12-001C-Critical & Minor Repairs	14A	LMH	\$49,908.38



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2015	8	2830	5919061	CDI-12-001C-Critical & Minor Repairs	14A	LMH	\$59,877.09
2015	8	2830	5921572	CDI-12-001C-Critical & Minor Repairs	14A	LMH	\$86,703.34
2015	8	2830	5929670	CDI-12-001C-Critical & Minor Repairs	14A	LMH	\$68,417.20
2015	8	2830	5949406	CDI-12-001C-Critical & Minor Repairs	14A	LMH	\$103,777.95
2015	8	2830	5952821	CDI-12-001C-Critical & Minor Repairs	14A	LMH	\$94,502.08
					14A	Matrix Code	\$760,869.32
2015	7	2819	5863854	CDI-15-J01 Code EnforcementHousing Inspections	15	LMA	\$196,033.74
2015	7	2819	5874630	CDI-15-J01 Code EnforcementHousing Inspections	15	LMA	\$93,671.89
2015	7	2819	5875804	CDI-15-J01 Code EnforcementHousing Inspections	15	LMA	\$88,021.01
2015	7	2819	5885163	CDI-15-J01 Code EnforcementHousing Inspections	15	LMA	\$70,258.01
2015	7	2819	5889612	CDI-15-J01 Code EnforcementHousing Inspections	15	LMA	\$32.57
2015	7	2819	5895380	CDI-15-J01 Code EnforcementHousing Inspections	15	LMA	\$75,315.64
2015	7	2819	5900035	CDI-15-J01 Code EnforcementHousing Inspections	15	LMA	\$774.88
2015	7	2819	5904450	CDI-15-J01 Code EnforcementHousing Inspections	15	LMA	\$88,849.34
2015	7	2819	5913995	CDI-15-J01 Code EnforcementHousing Inspections	15	LMA	\$68,035.81
2015	7	2819	5919061	CDI-15-J01 Code EnforcementHousing Inspections	15	LMA	\$253.76
2015	7	2819	5924491	CDI-15-J01 Code EnforcementHousing Inspections	15	LMA	\$141,779.02
2015	7	2819	5929670	CDI-15-J01 Code EnforcementHousing Inspections	15	LMA	\$246.80
2015	7	2819	5934284	CDI-15-J01 Code EnforcementHousing Inspections	15	LMA	\$73,920.03
2015	7	2819	5943048	CDI-15-J01 Code EnforcementHousing Inspections	15	LMA	\$207.20
2015	7	2819	5949406	CDI-15-J01 Code EnforcementHousing Inspections	15	LMA	\$146.59
2015	7	2819	5950533	CDI-15-J01 Code EnforcementHousing Inspections	15	LMA	\$21,312.99
2015	7	2819	5950541	CDI-15-J01 Code EnforcementHousing Inspections	15	LMA	\$49,662.42
					15	Matrix Code	\$968,521.70
2015	4	2829	5919058	CPS-13-009Bc- Encampment & Place-Based Cleanup Proj (ED)	18A	LMJ	\$180,445.19
2015	4	2829	5929670	CPS-13-009Bc- Encampment & Place-Based Cleanup Proj (ED)	18A	LMJ	\$45,228.97
2015	4	2829	5949406	CPS-13-009Bc- Encampment & Place-Based Cleanup Proj (ED)	18A	LMJ	\$24,072.78
2015	4	2829	5952821	CPS-13-009Bc- Encampment & Place-Based Cleanup Proj (ED)	18A	LMJ	\$29,136.28
					18A	Matrix Code	\$278,883.22
Total							\$5,262,211.04

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2014	7	2772	5853038	CPS-12-007B - Citywide Outreach & Shelter Project	05	LMC	\$110,020.00
2015	3	2824	5885163	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$8,528.53
2015	3	2824	5900035	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$2,384.82
2015	3	2824	5904450	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$3,583.40
2015	3	2824	5909785	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$4,304.32
2015	3	2824	5924491	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$3,751.82
2015	3	2824	5943048	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$3,933.58
2015	3	2824	5949406	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$10,456.04
2015	3	2824	5959599	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$9,823.69
2015	3	2824	5966569	CPS-15-013- FMCI Engagement & Leadership Training	05	LMC	\$798.52
2015	3	2825	5885163	CPS-15-014-CommUniv- Community Leadership Training	05	LMC	\$9,091.38
2015	3	2825	5909785	CPS-15-014-CommUniv- Community Leadership Training	05	LMC	\$19,035.07
2015	3	2825	5919058	CPS-15-014-CommUniv- Community Leadership Training	05	LMC	\$5,966.22
2015	3	2825	5943048	CPS-15-014-CommUniv- Community Leadership Training	05	LMC	\$6,534.43
2015	3	2825	5949406	CPS-15-014-CommUniv- Community Leadership Training	05	LMC	\$9,339.98
2015	3	2826	5885163	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$9,223.71
2015	3	2826	5904450	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$4,990.30
2015	3	2826	5909785	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$20,835.58



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	3	2826	5919058	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$5,707.94
2015	3	2826	5921572	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$4,603.32
2015	3	2826	5929670	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$703.39
2015	3	2826	5950541	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$468.51
2015	3	2826	5952821	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$101.17
2015	3	2826	5966569	CPS-15-015- Somos-Mayfair Neighborhood Engagement	05	LMC	\$3,366.03
2015	4	2827	5919058	CPS-13-009Ba- Encampment & Place-Based Proj/CaseMgmt(PS)	05	LMC	\$135,906.25
2015	4	2827	5929670	CPS-13-009Ba- Encampment & Place-Based Proj/CaseMgmt(PS)	05	LMC	\$42,127.15
2015	4	2827	5949406	CPS-13-009Ba- Encampment & Place-Based Proj/CaseMgmt(PS)	05	LMC	\$16,761.93
2015	4	2827	5952821	CPS-13-009Ba- Encampment & Place-Based Proj/CaseMgmt(PS)	05	LMC	\$24,733.34
2015	15	2836	5919058	CPS-12-007C - Citywide Outreach & Shelter Project	05	LMC	\$92,072.15
2015	15	2837	5874630	CPS-13-008A - DV Collaborative	05	LMC	\$29,264.76
2015	15	2837	5885163	CPS-13-008A - DV Collaborative	05	LMC	\$14,525.75
2015	15	2838	5900035	CPS-13-010B - Families and Youth	05	LMC	\$37,048.00
2015	15	2839	5909785	CPS-15-011 - Supportive Services and Rapid Rehousing	05	LMC	\$2,343.86
2015	15	2839	5913995	CPS-15-011 - Supportive Services and Rapid Rehousing	05	LMC	\$3,699.05
2015	15	2839	5919058	CPS-15-011 - Supportive Services and Rapid Rehousing	05	LMC	\$5,815.76
2015	15	2839	5943048	CPS-15-011 - Supportive Services and Rapid Rehousing	05	LMC	\$2,824.30
2015	15	2839	5959599	CPS-15-011 - Supportive Services and Rapid Rehousing	05	LMC	\$6,653.35
2015	15	2839	5966569	CPS-15-011 - Supportive Services and Rapid Rehousing	05	LMC	\$2,250.28
2015	15	2840	5921572	CPS-15-012 - Citwide Outreach & Shelter Project	05	LMC	\$88,389.84
2015	15	2840	5929670	CPS-15-012 - Citwide Outreach & Shelter Project	05	LMC	\$16,100.33
2015	15	2840	5943048	CPS-15-012 - Citwide Outreach & Shelter Project	05	LMC	\$15,584.55
2015	15	2840	5950541	CPS-15-012 - Citwide Outreach & Shelter Project	05	LMC	\$155,134.76
2015	15	2840	5959599	CPS-15-012 - Citwide Outreach & Shelter Project	05	LMC	\$87,357.34
					05	Matrix Code	\$1,036,144.50
2015	1	2822	5875804	CPS-12-002C-Senior Isolation to Inclusion	05A	LMC	\$22,577.21
2015	1	2822	5885163	CPS-12-002C-Senior Isolation to Inclusion	05A	LMC	\$16,685.86
2015	1	2822	5895380	CPS-12-002C-Senior Isolation to Inclusion	05A	LMC	\$8,019.49
2015	1	2822	5909785	CPS-12-002C-Senior Isolation to Inclusion	05A	LMC	\$16,250.81
2015	1	2822	5921572	CPS-12-002C-Senior Isolation to Inclusion	05A	LMC	\$8,923.40
2015	1	2822	5943048	CPS-12-002C-Senior Isolation to Inclusion	05A	LMC	\$9,138.48
2015	1	2822	5949406	CPS-12-002C-Senior Isolation to Inclusion	05A	LMC	\$8,903.41
2015	1	2822	5952821	CPS-12-002C-Senior Isolation to Inclusion	05A	LMC	\$10,149.37
2015	2	2823	5874630	CPS-12-002C- Meals on Wheels	05A	LMC	\$32,567.16
2015	2	2823	5885163	CPS-12-002C- Meals on Wheels	05A	LMC	\$13,239.71
2015	2	2823	5889604	CPS-12-002C- Meals on Wheels	05A	LMC	\$10,000.00
2015	2	2823	5889612	CPS-12-002C- Meals on Wheels	05A	LMC	\$930.59
2015	2	2823	5909785	CPS-12-002C- Meals on Wheels	05A	LMC	\$20,071.74
2015	2	2823	5919058	CPS-12-002C- Meals on Wheels	05A	LMC	\$6,870.40
2015	2	2823	5921572	CPS-12-002C- Meals on Wheels	05A	LMC	\$7,440.40
2015	2	2823	5943048	CPS-12-002C- Meals on Wheels	05A	LMC	\$7,121.20
2015	2	2823	5952821	CPS-12-002C- Meals on Wheels	05A	LMC	\$2,408.80
					05A	Matrix Code	\$201,298.03
2015	17	2831	5875804	CADM-12-001C- Fair Housing Consortium (PS)	05J	LMC	\$61,359.71
2015	17	2831	5885163	CADM-12-001C- Fair Housing Consortium (PS)	05J	LMC	\$25,240.29
					05J	Matrix Code	\$86,600.00
Total							\$1,324,042.53

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

