

ANNUAL PERFORMANCE REPORT

Federal Fiscal Year 2008
(State Fiscal Year 2008-09)



Florida Department of Community Affairs

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Website: <http://www.floridacommunitydevelopment.org>
September 2009

Florida's HUD Funded Programs

Florida Small Cities Community Development Block Grant Program

Department of Community Affairs
2555 Shumard Oak Boulevard
Tallahassee, Florida 32399-2100
Phone: (850) 488-8466

Home Investment Partnership Program

Florida Housing Finance Corporation
227 North Bronough Street, Suite 5000
Tallahassee, Florida 32301
Phone: (850) 488-4197

Emergency Shelter Grants Program

Department of Children and Families
1317 Winewood Boulevard
Building 1, Room 202
Tallahassee, Florida 32399-0700
Phone: (850) 487-1111

Housing Opportunities for Persons With AIDS

Department of Health
2585 Merchants Row Boulevard
Tallahassee, Florida 32399-1715
Phone: (850) 245-4335

TABLE OF CONTENTS

	Page
Executive Summary	4
The Florida Small Cities Community Development Block Grant Program	6
Supporting Community Development	6
Summary of Resources and Distribution of CDBG	6
2008 Awards, Performance Measures and Program Objectives	7
Emergency Set-Aside	8
Program Income	9
Benefit to Low and Moderate Income Persons	9
Neighborhood Revitalization Strategies	9
2008 Proposed Accomplishments	9
Assessment of Progress Toward Five-Year Goals (Self-Evaluation)	10
Underserved Needs	10
Leveraged Funds	11
Affordable Housing, Persons with Special Needs and Other Related Actions	11
Monitoring	12
Training and Technical Assistance	12
Status Report on Federal Fiscal Year 2009 Funding	13
Status Report on Section 108 Loan Guarantee Program	13
Other Performance Reporting	14
2004 Disaster Recovery Initiative	14
2005 Disaster Recovery Initiative	16
2005 Disaster Recovery Initiative Supplemental Funding	17
Information Management	18
Improving Organizational Quality	19
Increasing Public Awareness and Support	19
The HOME Investment Partnership Program	
The Emergency Shelter Grants Program	
Housing Opportunities for Persons with AIDS	
Appendix 1 – Monitoring	
Appendix 2 – Lead Based Paint Hazards	
Appendix 3 – Acquisition and Relocation	
Appendix 4 – Removing Barriers to Affordable Housing	
Appendix 5 – The State’s Actions to Affirmatively Further Fair Housing	
Appendix 6 – Section 3	
Appendix 7 – CDBG Monitoring of Fair Housing & Equal Opportunity, Section 3 & Section 504	
Appendix 8 – Performance Measures	
Appendix 9 – Summary of Public Comments	
Appendix 10 – Citizen Participation Plan	
Appendix 11 – Efforts to Reduce Poverty	
Appendix 12 – Performance and Related Charts	

EXECUTIVE SUMMARY

The agencies that administer HUD-funded housing and community development programs in Florida are the Departments of Community Affairs, Children and Families and Health, and the Florida Housing Finance Corporation (a former state agency which was privatized by the Florida Legislature).

The Florida Department of Community Affairs (DCA) coordinates the publication of the State of Florida Consolidated Plan, Annual Action Plan, and Annual Performance Report which provides information on the State's actions to achieve the goals and objectives of the HUD programs which must be reported on pursuant to 24 CFR 91.520. These programs include the following:

- Florida Small Cities Community Development Block Grant (CDBG) Program
- Emergency Shelter Grant (ESG) Program
- Home Investment Partnership Program (referred to as HOME)
- Housing Opportunities for Persons With Aids (HOPWA) Program

As a part of the consolidated planning process, the Department, upon request, certifies that local plans of housing authorities and applications for HUD funds are consistent with the State of Florida Consolidated Plan.

Affordable housing and infrastructure, particularly water and sewer facilities, continue to be a priority in Florida. As this report indicates, all activities undertaken during the past year are directly related to the priorities and objectives outlined in the Consolidated Plan. Each program's report provides detailed information on these activities. The following table reflects federal fiscal year 2008 funding provided to the state:

Program	FFY 2008 Allocation	FFY 2008 Obligated as of June 30, 2009	FFY 2008 Expended as of June 30, 2009
Emergency Shelter Grants Program	\$2,954,684	\$0.00	\$0.00
Florida Small Cities CDBG Program	\$27,755,925.00	\$18,818,142.47	\$0.00
Home Investment Partnership Program	\$20,076,118	\$20,076,118	\$0.00
Housing Opportunities for Persons with AIDS	\$4,361,000	\$4,361,000	\$0.00

DCA notified interested parties that public comments on the Annual Performance Report would be accepted from August 21, 2008 through September 22, 2008. This notice was emailed to local governments and interested parties and posted to the Department's website. A public hearing was held on August 21, 2008 at the Department of Community Affairs. No comments were received.

The Florida Small Cities Community Development Block Grant Program also prepares a Performance and Evaluation Report (PER) that includes a year-by-year accounting of funds. The report reflects the funding allocated, the amount drawn down and the amount of funds remaining. The PER provides detailed information on the communities that receive funding.

For additional information on the HUD-funded programs that are administered by the State, you may contact the offices listed below:

- Department of Community Affairs - (Florida Small Cities CDBG Program; responsible for the compilation of the State of Florida Consolidated Plan, Annual Action Plan and Annual Performance Report) 850/487-3644
- Department of Children and Families - (ESG Program) 850/922-9850
- Department of Health - (HOPWA Program) 850/413-0736
- Florida Housing Finance Corporation - (HOME Program) 850/488-4197

THE FLORIDA SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

The following information summarizes the achievements of the Florida Small Cities Community Development Block Grant (CDBG) program during State Fiscal Year 2008-2009 as related to housing, neighborhood and community development goals and the objectives outlined in the Consolidated Plan.

SUPPORTING COMMUNITY DEVELOPMENT

The Florida Small Cities CDBG Program provides HUD funding for projects in small, rural communities. Grants are provided to non-entitlement cities and counties to improve housing, infrastructure, and public facilities. The program also supports downtown redevelopment and creates jobs for low and moderate income (LMI) persons. CDBG funds provide community improvement under four grant categories: Housing Rehabilitation, Neighborhood Revitalization (NR), Commercial Revitalization (CR), and Economic Development (ED). In addition, local governments may apply for a Planning and Design Specifications (PD) grant to pay for architectural or engineering plans and designs for a CR or NR project.

The program is under the umbrella of the Division of Housing and Community Development and, like other programs in the Division works with other units, including the Divisions of Community Planning and Emergency Management, to address critical needs of communities, to improve local planning capacity, and to respond to disaster recovery needs.

Since the Florida Small Cities CDBG Program serves 248 local governments and does not receive enough funding to allocate to each jurisdiction on an annual basis, funding is awarded through an annual competitive scoring process rather than by "targeting" areas to receive funds. The process favors applications that serve low income persons and meet urgent community needs (addressing substandard housing, making improvements to water and sewer systems, etc.). Local governments that apply for the funding target neighborhoods within their communities in which 51% or more of the residents are low and moderate income.

The CDBG program allows many small and rural communities are able to undertake projects that they could not otherwise afford. In recent years, it has also become clear that CDBG funds are a significant resource for local disaster mitigation and recovery. All projects funded by CDBG must be consistent with local and state comprehensive plans. The CDBG Program encourages local governments to incorporate housing, community and economic development needs in their capital improvements plans.

SUMMARY OF RESOURCES AND DISTRIBUTION OF CDBG FUNDS

The Federal Fiscal Year 2008 funding cycle opened on August 15, 2008, and closed at 5:00 P.M. on Friday, September 29, 2008. This was also the application cycle for the first round of Economic Development applications. The State's Notice of Funding Availability was announced in January. The notice was printed in the Florida Administrative Weekly (FAW), posted to the Department's website and emailed to eligible local governments and interested parties. An application workshop was conducted in Tallahassee in August to provide training and technical assistance to local governments interested in applying for a grant. Application materials were provided to all eligible local governments and were also posted to the Department's website. Applications were scored and site visited before awards were announced.

2008 Awards, Performance Measures and Program Objectives

The overall objective of Florida's Small Cities CDBG Program is to meet the needs of low and moderate income persons. All grants funded are required to meet this national objective. Local governments are supportive of this strategy. "Slum and blight" is addressed through the Commercial Revitalization aspect of the program and through clearance and demolition activities related to Neighborhood Revitalization and Housing. "Urgent needs" are met when substandard housing is brought up to code and when water and sewer services are made available to persons who previously depended on septic systems. Urgent needs are also met through the Emergency Set-Aside that is used for projects in areas declared to be in a state of emergency by the Governor.

The following communities received grants during the 2008 fiscal year:

Commercial Revitalization

Performance Measure: Creating economic opportunities

Outcome: Improving sustainability by promoting viable communities

Crestview	\$750,000.00
Inverness	\$700,000.00
Lake Wales	\$750,000.00
Marianna	\$699,054.00

Economic Development

Performance Measure: Creating economic opportunities

Outcome: Improving availability or accessibility of units or services

Quincy	\$375,000.00
Milton	\$700,000.00
Santa Rosa County	\$750,000.00
Palatka	\$349,900.00
Putnam County	\$750,000.00

Housing

Performance Measure: Providing decent housing

Outcome: Improving sustainability by promoting viable communities

Alachua County	\$750,000.00
Arcadia	\$700,000.00
Desoto County	\$750,000.00
Hamilton County	\$700,000.00
Niceville	\$700,000.00
Osceola County	\$750,000.00
St. Lucie County	\$750,000.00

Neighborhood Revitalization

Performance Measure: Creating a suitable living environment

Outcome(s): Improving availability or accessibility of units or services
Improving sustainability by promoting viable communities

Altha	\$600,000.00
Blountstown	\$635,910.72
Bonifay	\$650,000.00

Calhoun County	\$700,000.00
Center Hill	\$600,000.00
Dade City	\$700,000.00
Fanning Springs	\$600,000.00
Florida City	\$750,000.00
Groveland	\$650,000.00
Lake Placid	\$650,000.00
Leesburg	\$750,000.00
Mary Esther	\$650,000.00
Mount Dora	\$700,000.00
Palatka	\$750,000.00
Umatilla	\$650,000.00
Vernon	\$600,000.00
Wausau	\$600,000.00
Webster	\$650,000.00

Planning and Design Specifications Grants (funding for engineering plans associated with neighborhood and commercial revitalization projects)

Noma	\$70,000.00
Havana	\$49,923.00
Jay	\$52,728.00

Emergency Set-Aside

Performance Measure: Creating a suitable living environment

Outcome: Improving sustainability by promoting viable communities

As of June 30, 2009, the Emergency Set-Aside funding had not been awarded.

The Department allocates funds in accordance with the approved Action Plan, but may transfer funds within categories based on the number of applications received in each category. Prior year deobligated funds may also be used. At this time, it appears that \$1,612,579.01 in deobligated funds may be used in the Neighborhood Revitalization category. Also allocated were state administrative funds (\$555,118.50 matched with state general revenue and \$100,000 unmatched) and training and technical assistance funds (\$277,559.25).¹

Emergency Set-Aside

The Department plans to award the 2008 emergency set-aside to a number of communities that experienced flooding in early 2009. The activities to be funded must be directly related to the severe weather event covered in the Governor’s Executive Order Number 09-81. The emergency set-aside funding may be used for any CDBG eligible activity that is needed in order to recover from the effects of the March 2009 floods. The purpose of the set-aside is to fund eligible activities that address serious, urgent community needs that pose an immediate and direct threat to the health, safety and welfare of residents of low and moderate-income. The amount of funds requested must be limited to that amount necessary to address the emergency need only, and the funding must meet the national objective of benefit to low and moderate-income persons. Applications from affected

¹ The Performance and Evaluation Report contains detailed information on the status of awards and expenditures as of June 30, 2009.

communities are currently being reviewed.

Program Income

Currently, all program income, \$2,124,387.47, is obligated, and any program income earned in the future will be used as grant funding.

Benefit to Low and Moderate Income Persons

Of \$17,885,464.72 in FY 2008 CDBG funds currently obligated to local governments, \$16,152,689.87 is for activities providing benefit to LMI persons. This amount represents 58.20% of the total state grant. The remainder of the 2008 funding, \$8,937,782.53, had not been obligated as of June 30, 2009; however, most of the funding had been awarded as of the date this report was prepared. Since Economic Development applications are received on a monthly basis, those funds should be obligated by the end of the fiscal year.

Funding which benefits LMI persons addresses many of the needs of those living in poverty by providing safe, decent and sanitary housing and connection to water and sewer systems. The activities also lend themselves to prevention of poverty. The State requires that all CDBG projects meet the LMI national objective.

Neighborhood Revitalization Strategies

Florida does not utilize the neighborhood revitalization strategy process since funds are so limited compared to the number of local governments to be served. The state does, however, encourage local governments to develop comprehensive strategies for meeting local needs and to incorporate them in their local comprehensive plans, capital improvements elements and local mitigation strategies.

2008 Proposed Accomplishments

Actual accomplishments and beneficiaries of activities funded from Federal Fiscal Year 2007 funding will be reported at the time of grant closeout or as activities are completed and beneficiaries served. Based on preliminary data provided by subgrantees, it appears that grants awarded from 2008 funds proposed to accomplish the following activities:

Activity	Measure	# Units
Acquisition	SITES	5
Commercial Rehab (CR)	BUILDING	3
ED Building	BUILDING	2
Fire Hydrants	FIRE HYDRANT	13
Flood & Drainage	LINEAR FOOT	7615
Housing Rehab	HOUSING UNIT	102
Neighborhood Center	BUILDING	1
Parking Lot (CR)	LOT	1
Parking Spaces (CR)	SPACE	42
Parks / Playgrounds	PARKS	5
Relocation	HOUSING UNIT	61
Water and/or Sewer Hookups	HOUSING UNIT	173
Sewer Pumps	PUMP	3
Sidewalks & Pedestrian Malls	LINEAR FOOT	3009

Activity	Measure	# Units
Streets	LINEAR FOOT	23392
Utilities/Gas	LINEAR FOOT	6800
Water and/or Sewer Lines	LINEAR FOOT	46487
Water Tank	TANK	1
Water and/or Sewer Plant	PLANT	3
Total Number of Beneficiaries		61153
Total LMI Beneficiaries		42004
Total VLI Beneficiaries		6975
Total Jobs for LMI Jobs for Low/Mod Persons		56
Total Jobs		74

Assessment of Progress Toward Five-Year Goals (Self-Evaluation)

The appendices contain a chart which reflects non-housing community development priorities and estimated funds needed to address local needs. Florida Small Cities CDBG funding in the Neighborhood Revitalization, Commercial Revitalization and Economic Development categories addresses these non-housing community development needs.

Information on grants completed during the most recent state fiscal year (ending June 30, 2009) reflects the following accomplishments:

- 53 neighborhoods were assisted
- 378 jobs were created
- 258 housing units were rehabilitated
- 526 people were provided training or technical assistance
- 66 public facility projects were constructed/improved
- 91,723 persons benefited from CDBG funding; of these, 62,650 were low/mod (of these, 30,657 were minorities)
- 35 contracts were final closed (final audit received)

CDBG grant managers, and local communities, believe that the activities funded are having a major impact on needs. This impact is best measured in terms of housing units made safe, decent and sanitary and public facility projects built or improved (i.e., water and sewer systems, flood and drainage improvements, etc.). Progress is also measured by the number of jobs created or retained.

Underserved Needs

Because federal funding is limited and 248 local governments are eligible to apply for funding, the CDBG Program cannot fund all applications received during any one application cycle or serve all eligible communities. This indicates that unmet needs remain for which there is a lack of funding.

Another barrier for local governments in meeting the needs of the State's poorest residents is the lack of capacity to apply for and administer grants. Many small local governments

must employ grant administrators to develop applications and to administer grants since they do not have adequate capacity. The Department is working to streamline CDBG grant processes and to train local staff to administer the CDBG grants.

Leveraged Funds

Florida’s Small Cities CDBG Program does not require local governments to match federal funds. However, applications that utilize other funds receive additional points. As a result, local governments make an attempt to utilize other resources. Frequently, counties use state housing funds in combination with CDBG housing rehabilitation funds in order to make a greater impact in the community. Local governments also use local general revenue or other grant or loan funds.

Closeout documents received during State Fiscal Year 2008-2009 indicate that \$40,058,639.95 in other funds was leveraged. This amount includes other federal and state funding, as well as funds committed by Participating Parties of Economic Development projects, used by subgrantees to support CDBG projects. The following table indicates the total funds leveraged, as reflected on closeout documents received from July 1, 2008 through June 30, 2009.

Grant Category	Other Funds Leveraged (Local General Revenue, Private Contributions, Tax Increment Financing, and state housing funds.)
Neighborhood Revitalization	\$5,607,015.45
Housing	\$3,892,140.91
Economic Development	\$28,854,338.91
Commercial Revitalization	\$1,579,228.43
Emergency Set-Aside	\$125,916.25
 Total	 \$40,058,639.95

Affordable Housing, Persons with Special Needs and Other Related Actions

CDBG Housing Rehabilitation grants address affordable housing needs of the extremely low and low/moderate income renters and homeowners, worst case needs, the elderly, disabled and female-headed households. This housing assistance fosters and maintains affordable housing by ensuring that persons whose homes are substandard, or are deteriorating, are brought up to code so that they can continue living in an affordable housing unit that is also safe, decent and sanitary. Where necessary, units are modified to meet the needs of the disabled. Through rehabilitation and replacement (when homes cannot be brought up to code), the stock of affordable housing within a community is maintained.

CDBG housing funds are used to address housing units “owned” or “occupied” by low and moderate income persons. Although CDBG funds do not directly target public housing, local governments may use CDBG funds for public housing needs. Thus, the Program provides a measure of “rental” assistance.

Grants closed during the 2008 fiscal year reflect that 258 housing units were rehabilitated for low/mod persons living in “worst case” conditions. The obstacle to meeting “underserved” housing needs is that there is not enough funding to award a housing grant to every community that has substandard housing.

Although the CDBG Program does not target any portion of its funds specifically for “homelessness,” communities believe that by rehabilitating substandard housing and

replacing units that cannot be brought up to the minimum building code, they are reducing the chances that persons within the community will become homeless.

Local governments that apply for CDBG funds are required to have housing assistance plans that specify how they will determine housing units to be addressed with CDBG funds. Preference is usually given to the elderly and to persons with disabilities or other special needs. Beneficiary data, which includes race and ethnicity, is reported at the time of closeout in the IDIS reporting system. The CDBG Program now asks that grantees report this type of beneficiary data in the Quarterly Status Reports. Most local governments have complied with this request.

The CDBG Program requires that lead based paint be properly removed so that lead-hazards are reduced. Asbestos must also be addressed properly and, if applicable, local governments must comply with historic preservation standards. The CDBG Program is currently working with staff from the Florida Department of Environmental Protection to learn more about asbestos testing and removal so that it can better assist local governments in complying with state and federal requirements.

Monitoring

The CDBG Program is on-time with respect to monitoring subgrantees, and subgrantees are moving ahead with projects in a timely manner. Monitoring reports are issued in a timely manner and staff follows up on all findings and concerns to ensure that they are satisfactorily resolved. Subgrantees are required to make at least one request for funds each quarter (based on the approved work plan and satisfactory progress of the grant activities), and payments are being made in a timely manner. Financial reconciliations indicate that the draws made in IDIS match the requests received for payments from subgrantees. Although there is always room for improvement, staff are not aware of any major issues related to monitoring or payments. Overall, the Department has fewer open contracts with subgrantees than it has had in a number of years. This confirms the timeliness of state and local efforts. As of June 30, 2009, \$61,875,728.24 in open grants remained to be drawn (which included all Federal Fiscal Year 2008 funding). Of this amount, only \$34,119,803.24 is from prior year funds.

It should also be noted that the CDBG grant management system contains information on all aspects of program administration, including monitoring of subgrantees. Reports can be printed that reflect the dates of monitoring visits, areas monitored, the findings and concerns noted, when they were resolved and what areas still need to be monitored. The system also contains information on the environmental assessment for each grant awarded, special contract conditions (and the dates they were met), procurement and labor standards issues, payments (by line item activity), accomplishments and beneficiaries, and reporting information (audits, quarterly reporting, contractual obligations and minority business enterprise reporting, etc.). Numerous reports can be easily printed to enable the CDBG grant manager to better track the status of subgrantee activities.

Training and Technical Assistance

Throughout the year, CDBG staff provide training and technical assistance in a variety of ways. Workshops are held, written materials are provided, monitoring visits are conducted, desk audits are performed and ongoing communication takes place through telephone calls, correspondence and email.

The Department used technical assistance and administrative funding, as well as technical assistance funding associated with the disaster recovery initiative, to conduct the following activities during Federal Fiscal Year 2008:²

- ∇ Coordinating with the Florida Housing Coalition, DCA conducted several regional Neighborhood Stabilization Program Workshops in January and February 2009. A NSP Implementation Workshop for participating local governments was conducted in June 2009. The Department also hosted an Application and Implementation Workshop for the Small Cities program.
- ∇ A proud moment for DCA was in October when it became the second state to pilot the nationally recognized CDBG subgrantee training, "*Successful Administration of the Community Development Block Grant Program.*" In January 2009, the CDBG program's technical assistance planner was given an award by the Council of State Community Development Agencies (COSCDA) for contributions to the development of the training program.
- ∇ The Department contracted with a firm to deliver direct technical assistance to (20) communities statewide. These were communities which had previously been identified as having great potential for successful CDBG grant applications, but which needed additional assistance. The initiative's effectiveness will be tested during the next regular Small Cities grant cycle as the participating communities apply for grant dollars.
- ∇ The Department, along with Florida State University, developed a public service announcement on Fair Housing practices, a major concern in CDBG. The PSA was made radio, television and Internet-ready for all of the local governments participating in our programs, and is already in use across Florida. The PSA may be viewed at: <http://www.floridacommunitydevelopment.org/cdbg/FairHousing.cfm>

Status Report on Federal Fiscal Year 2009 Funding

The Department anticipates that the 2009 application funding cycle will open in November and close in December, 2009. An application workshop will be held to provide technical assistance to local governments interested in submitting an application.

Status Report on Section 108 Loan Guarantee Program

The Section 108 Loan Guarantee Program is authorized under Section 108 of the Housing and Community Development Act of 1974 (42 U.S.C. 5308) as part of the Community Development Block Grant Program. The Program offers local governments a source of financing for economic development, large-scale public facility projects, and public infrastructure. The U.S. Department of Housing and Urban Development (HUD) sells bonds on the private market and uses the proceeds to fund Section 108 loans. The local government may loan funds to third parties to undertake eligible CDBG activities (typically ED) or use the funds for other eligible CDBG activities *which must be repaid*. CDBG future allocations are used as secondary security for the HUD loan to the local government (*the loan guarantee*).

² There is some overlap in fiscal years, and some prior year funding was used. In addition, training and technical assistance related to the Neighborhood Stabilization Program (NSP) was paid for from NSP administrative and technical assistance funds.

According to state and federal law, the maximum amount of loan guarantee commitment that any eligible local government may receive may be limited to \$7,000,000 pursuant to Section 570.705, Florida Statutes, and the maximum amount of loan guarantee commitments statewide may not exceed an amount equal to five times the amount of the most recent grant received by the Department under the Florida Small Cities CDBG Program (approximately \$165,000,000 in loan guarantees at the current allocation level). This level of funding allows the local government to participate in larger projects, avoid referendums for infrastructure financing, compete with larger local governments for business relocations, and provide smaller businesses the ability to access funds at approximately corporate AAA bond rates.

Florida's Loans

In 2001, HUD approved the first Section 108 Loan for a major economic development project in the City of Alachua (Alachua County). This loan of \$2,250,000 provided infrastructure for a development that created new jobs for low and moderate-income citizens. The Dollar General Distribution Center consisted of a 22.41-acre building, with distribution facilities that serve approximately 500 Dollar General stores nationwide. Section 108 loan funds were used to pay for a sanitary sewer lift station, 2,500 square yards of driveway connection, 19,000 linear feet of sewer force main, 5,250 linear feet of gravity sewer main, 1,900 linear feet of drinking water main, and one fire protection system consisting of pumps, tanks, and hydrants. Acquisition for 249 acres is included in the Section 108 loan. The project has generated approximately 500 new jobs.

The City of Key West addressed critical housing needs with a \$16 million loan that was approved in 2003. This project was for acquisition of a 144 unit housing complex that formerly provided military housing for the Navy. It is now subsidized and affordable housing owned and managed by the Key West Housing Authority.

In 2004, the City of Sebring received a loan for \$5,250,000 to restore a hotel, historic Harder Hall (built in 1928). In late 2006, the developer for the project, Joran Realty, experienced financial shortfalls, filed bankruptcy and work ceased on the project. The City, who now holds possession of the property, foreclosed the loan. The value of the property is reported to exceed the loan amount owed. The hotel and accompanying property are currently being marketed for sale and proceeds will be used to pay back the loan. The City reports that it is current with interest payment to HUD.

The Department continues to collect annual financial audits and information on loan payments from the above-mentioned communities.

OTHER PERFORMANCE REPORTING

2004 Disaster Recovery Initiative

Congress appropriated and HUD allocated \$150 million in disaster recovery funds under the Military Construction Appropriations and Emergency Hurricane Supplemental Appropriations Act, 2005, effective December 15, 2005. Florida received \$100,915,626 for disaster recovery needs arising from the hurricanes of 2004. Two percent of these funds were designated for administrative costs and less than one percent is available for technical assistance.

The Department worked with HUD, the State's Hurricane Housing Work Group, the Executive Office of the Governor and Florida Housing Finance Corporation staff to develop

an Action Plan for implementation of the funds. On February 1, 2005, a public hearing was held in conjunction with the Hurricane Housing Work Group, to present the draft Action Plan. This also began a two week comment period that ended February 15, 2005.

Several revisions were made to the Action Plan based on the public comments received by DCA. The three most significant revisions were related to maximum allocation amounts per county, low to moderate-income beneficiary requirements and extending the application period. A revised Action Plan was submitted to HUD on February 25, 2005. HUD provided verbal confirmation of approval on March 4, 2005, and participated in a very successful application workshop on March 7, 2005.

Although all 67 counties were included in at least one of the four disaster declarations, only the 15 hardest-hit counties are targeted for funding. This decision was based on the analysis of hurricane damage assessment data relating to:

Infrastructure (*source: FEMA*);
 Housing (*source: Hurricane Housing Work Group*); and
 Workforce/Economic (*source: Agency for Workforce Innovation*)

The method of determining overall impact was modeled after federal methodology and did not focus solely on any one aspect of hurricane damage. Rather, it gave consideration to public facilities, economic impact and housing needs.

The following local governments received a disaster recovery award from the 2004 allocation:

Arcadia	\$4,500,000.00
Belle Isle	\$1,093,750.00
Bowling Green	\$2,250,000.00
Brevard County	\$3,154,203.00
Charlotte County	\$9,000,000.00
DeSoto County	\$4,500,000.00
Eatonville	\$1,093,750.00
Escambia County	\$9,000,000.00
Fellsmere	\$1,500,000.00
Fort Pierce	\$3,000,000.00
Frostproof	\$634,273.50
Haines City	\$634,273.50
Hardee County	\$2,250,000.00
Indian River County	\$7,500,000.00
Kissimmee	\$1,458,333.33
Lake Wales	\$500,000.00
Martin County	\$2,187,500.00
Melbourne	\$447,656.00
New Smyrna Beach	\$625,000.00
Oak Hill	\$625,000.00
Okeechobee County	\$4,375,000.00
Orange County	\$1,093,750.00
Orlando	\$1,093,750.00
Osceola County	\$1,458,333.33
Palm Bay	\$447,656.25
Palm Beach County	\$4,375,000.00

Polk County	\$2,606,453.00
Port Orange	\$625,000.00
Port St. Lucie	\$3,000,000.00
Santa Rosa County	\$9,000,000.00
St. Cloud	\$1,458,333.33
St. Lucie County	\$3,000,000.00
Stuart	\$2,187,500.00
Titusville	\$325,000.00
Volusia County	\$2,500,000.00
Wauchula	\$2,250,000.00
Zolfo Springs	\$2,250,000.00

Following the disaster and regular program grant awards, two implementation workshops were conducted to provide training and technical assistance to local governments responsible for administering the funds. To ensure that all appropriate staff were able to attend, the training was held in two areas of the state. The first was held September 7 and 8, 2005, in Quincy, and the second was conducted on September 14 and 15, 2005, in Lakeland. The Department reports to HUD on a quarterly basis using the Disaster Recovery Grant Reporting System (DRGR).

2005 Disaster Recovery Initiative

The Department of Defense Appropriations Act (Public Law 109–148, approved December 30, 2005) (Appropriations Act) appropriated \$11.5 billion in CDBG funds for expenses related to disaster relief, long-term recovery, and restoration of infrastructure directly related to the consequences of Hurricanes Wilma and Katrina. Florida received \$82,904,000.

As with the previous funding, the Department's emergency rule and action plan governing the disaster recovery funds were implemented in a manner that allowed the areas hit hardest by the storms to receive the funding. The Action Plan required that the majority of the funds be expended for housing recovery activities. The Action Plan, as well as the Application and other materials, was translated into Spanish since a large segment of the population affected by the hurricanes are Hispanic. A 15-day comment period on the draft Action Plan began May 19 and ended June 5, 2006. An Application Workshop was held in Boca Raton on July 1, 2006, and applications were due from the affected areas on July 31, 2006. An implementation workshop was held in Miami on January 18, 2007.

The following local governments received a disaster recovery award from the 2005 allocation:

Broward County	\$22,163,887.00
Collier County	\$2,339,882.00
Glades County	\$1,364,931.00
Hendry County	\$6,767,785.00
Key West	\$7,531,497.00
Lee County	\$1,364,931.00
Martin County	\$1,689,915.00
Miami-Dade County	\$16,119,191.00
Okeechobee County	\$1,535,548.00
Palm Beach County	\$19,035,920.00
St. Lucie County	\$1,332,433.00

As of June 30, 2009, all funds had been obligated and initial administrative activities were underway. The Department reports to HUD on a quarterly basis using the Disaster Recovery Grant Reporting System (DRGR).

2005 Disaster Recovery Initiative Supplement

The Department of Defense Appropriations Act (Public Law 109–234, effective June 15, 2006) provided \$5.2 billion in additional CDBG funds for expenses related to disaster relief, long-term recovery, and restoration of infrastructure directly related to the consequences of Hurricanes Wilma and Katrina. Florida received \$100,066,518.00. As with the previous funding, the Department’s emergency rule and action plan governing the disaster recovery funds were implemented in a manner that allowed the areas hit hardest by the storms to receive the funding. The Action Plan requires that the majority of the funds be expended for housing recovery activities.

The Action Plan initially provided for a housing mitigation (hardening) program; however, under the leadership of Governor Charlie Crist, the Action Plan was amended to allow for other housing-related activities as well as some infrastructure repair or improvements. The supplemental funding was allocated as follows:

Singlefamily/Multifamily Housing Repair & Mitigation	\$56,287,416.38
Multifamily Rental Housing Repair & Mitigation	\$20,013,303.60
Infrastructure Repair/Improvement	\$18,762,472.12
State & Local Government Administration	\$5,003,325.90
Total	\$100,066,518.00

As of June 30, 2009, the following local governments and public housing authorities had been awarded funding:

County	Award
Brevard	\$677,198.25
Broward	\$21,438,390.26
City of Key West	\$11,262,772.00
Collier	\$2,814,698.15
Glades	\$128,947.37
Hendry	\$418,572.93
Indian River	\$176,869.25
Lee	\$367,103.84
Martin	\$1,178,279.79
Miami-Dade	\$24,993,610.00
Okeechobee	\$238,615.61
Palm Beach	\$19,568,569.00
St. Lucie	\$4,501,561.79
Total County Awards	\$87,765,188.24
Public Housing Authorities	Award
Boca Raton Housing Authority	\$329,659.88
Broward County Housing Authority	\$718,834.00
Deerfield Beach Housing Authority	\$646,956.05
Fort Myers Housing Authority	\$750,000.00

Fort Lauderdale Housing Authority	\$750,000.00
Fort Pierce Housing Authority	\$750,000.00
Hialeah Housing Authority	\$693,253.32
Hollywood Housing Authority	\$397,795.75
Key West Housing Authority	\$750,000.00
Lakeland Housing Authority	\$669,398.00
Miami Beach Housing Authority	\$750,000.00
Pahokee Housing Authority	\$750,000.00
Palm Beach County Housing Authority	\$749,958.00
Sarasota Housing Authority	\$195,040.00
Titusville Housing Authority	\$651,105.00
West Palm Beach Housing Authority	\$748,000.00
Total PHA Awards	\$10,300,000.00

The Department reports to HUD on a quarterly basis using the Disaster Recovery Grant Reporting System (DRGR).

Summary

The Action Plans and other relevant materials relating to the above-mentioned disaster recovery funding are posted to the Department's website for easy access. Information on the disaster awards (activities, expenditures, accomplishments and beneficiaries) is submitted quarterly to HUD. Quarterly reports are reviewed by HUD Headquarters and the state field office.

The Florida Small Cities CDBG Program also funds hazard mitigation activities. Local governments are encouraged to make improvements in areas, predominately occupied by low and moderate income persons, prone to flooding or other natural disasters that impact.

INFORMATION MANAGEMENT

The CDBG program continues to expand and promote the use of technology in the administration of its program. Information on the program -- from application to the administration of grants -- is posted to the Department's website so that it can be downloaded quickly and easily. In addition, reports and other important information relating to the program (and other programs within the Department) are available via the Internet. More and more, the Department and its grantees are using email and Internet capabilities as a means of transferring information.

The CDBG Program now maintains a database of email addresses for every local government in Florida (as well as federal, state and private partners). The database contains fields that identify the local governments that receive HUD Entitlement funds and those that are eligible for participation in the Florida Small Cities CDBG Program. This allows CDBG staff to quickly transmit information to local governments.

A grants management system within the CDBG program allows the staff to track monitoring, audits, closeouts, financial transactions, special conditions, etc. Monitoring staff have access to important information about the grants assigned to them. Also, the Department is undertaking a major initiative that will incorporate all grants management (for all programs administered by the Department) into one "Enterprise System."

The Department utilizes HUD's on-line systems for reporting purposes. The CDBG program

reports all details concerning its neighborhood stabilization and disaster recovery grants through HUD's on-line disaster recovery grant reporting (DRGR) system. Quarterly status reports submitted on-line to HUD provide an up-to-date progress report on the funding. The Department also uses HUD's Integrated Disbursement and Information System (IDIS) system for drawing down funds and reporting accomplishments and beneficiaries for the Small Cities CDBG Program.

IMPROVING ORGANIZATIONAL QUALITY, PARTICULARLY THROUGH IMPLEMENTING QUALITY MANAGEMENT TECHNIQUES

The Department is now in the process of amending the CDBG rule. The rule change should be effective no later than the first of 2010.

INCREASING PUBLIC AWARENESS AND SUPPORT

A new E-newsletter, Building Blocks, has been launched by the CDBG Program. This newsletter contains FAQs, highlights successful grant activities and communicates important information about the CDBG and Disaster Recovery Program. Building Blocks also enables the CDBG Program to make the public aware of its initiatives and successes.

The Department's website also allows easy access to information about its programs and activities. In addition, the Department continues to participate in workshops, conferences and special events where there are opportunities to share information about CDBG accomplishments.

FOR DETAILED INFORMATION AND STATISTICS ON THE FLORIDA SMALL CITIES CDBG PROGRAM, SEE THE PERFORMANCE AND EVALUATION REPORT (PER).

Home Investment Partnerships Program (HOME) (ADMINISTERED BY THE FLORIDA HOUSING FINANCE CORPORATION)

The Home Investment Partnerships Program (HOME) was enacted in 1990 as part of the Cranston-Gonzalez National Affordable Housing Act to provide states, local governments, and designated participating jurisdictions, with the opportunity to administer and distribute federal funds to expand the supply of decent, safe and affordable housing for very low and low income Americans. In 1992, the Florida Housing Finance Corporation (FHFC) was designated by the state to administer Florida's HOME Program.

The State HOME program has traditionally been administered through two programs: a rental development program, and the Homeownership Programs. The HOME Rental program offers low-interest rate subordinate construction loans to eligible housing providers for the acquisition, rehabilitation or new construction of multifamily housing. The Homeownership programs' funds from HOME are available in the form of a non-amortizing, zero percent interest rate, second mortgage loan to be used in conjunction with the primary mortgage received through Florida Housing's Single Family Mortgage Revenue Bond program or as awarded under the Homeownership Loan Program or the Homeownership Pool Program. However, as of FHFC's first Single Family Mortgage Revenue Bond issue of 2007, HOME funds are no longer used for down payment assistance with this program.

In 2005, as a result of the 2004 hurricane season Florida Housing began distributing funds to an owner-occupied rehabilitation program called HOME Again and a Tenant Based Rental Assistance program (TBRA).

In 2005, the Homeownership Loan Program, Florida Housing's single family construction and down payment assistance program was redesigned resulting in the Homeownership Pool Program, a down payment assistance program governed by Rule Chapter 67-57 F.A.C. The Homeownership Pool Program is a noncompetitive and on-going program, where Developers, by way of an online system, have the ability to reserve funds for eligible homebuyers to provide purchase assistance on a first-come, first-served basis. Eligible homebuyers receive a zero percent, deferred second mortgage loan for up to 25 percent of the purchase price of the home, capped at \$70,000. Eligible homebuyers with disabilities and eligible homebuyers at 50 percent AMI or below may receive up to 35 percent of the purchase price of the home, with a maximum of \$80,000.

HOME Rental loan recipients are selected as a result of a state-wide, competitive application process. Florida Housing holds one cycle annually. Eligible housing providers (non-profits, for-profit developers, local governments, public housing authorities and Community Housing Development Organizations (CHDOs)) are encouraged to make application. Preference is given to developments in a non-entitlement area and 100% non-profit Developer. The three primary criteria applicants must demonstrate are: (1) ability to proceed; (2) experience of the housing provider/developer; and, (3) must be a legally formed entity.

Rule Chapter 67-48, F.A.C. for HOME Rental developments provide the following: (1) the guidelines and procedures for the acceptance, scoring and ranking of applications; (2) guidelines for credit underwriting; (3) terms and conditions for loans; and, (4) program requirements.

Applicants may request up to 100 percent of total development costs in HOME Rental dollars. However, the request may not exceed FHFC's established maximum subsidy limits based on the number of bedrooms per unit, which is less than the subsidy limits established by HUD. If selected in the competitive application process, for-profit applicants receive a 1.5 percent interest rate loan and non-profits receive a 0 percent interest rate loan. For

HOME Rental developments, the term of the loan is 15 years for rehabilitation and 20 years for new construction, unless the credit underwriter recommends that the HOME Rental loan is co-terminus with the first mortgage.

In an effort to address the needs of rural counties, Florida Housing did not require specific targeting but allowed HOME Rental developers to propose the type of housing needed for their specific areas.

This report reflects the allocation of the 2008-2009 HOME funds for use with HOME Rental, TBRA, and the Homeownership Programs. It also contains demographic data regarding the populations served during the reporting year.

Allocation of Funds

The 2008-2009 HUD Allocation amount was \$19,936,229. After ten percent (10%) \$1,993,622.90 was allocated to administrative costs, the remaining \$17,942,606.10, an American Dream Downpayment Initiative (ADDI) allocation of \$139,889, and other uncommitted funding was used for HOME Rental and Homeownership Programs.

Sources:

Funds Available for Commitment (6/30/08)	\$	0
2008 HOME & ADDI Allocation (7/1/08)	\$	20,076,118
2008 Program Income Received	\$	6,436,859
2008-09 Development Deobligations	\$	<u>5,493,754</u>

Total Sources

\$32,006,731

Uses:

Administrative Costs Draws	\$	3,326,791
HOME Rental	\$	11,656,472
HOP	\$	<u>6,000,000</u>

Total Uses

\$ 20,983,263

HOME Rental funding

CHDO Rental Developments	\$	11,656,472
Other Rental Developments	\$	<u>0.00</u>
Total Rental Developments and Activities	\$	11,656.472

The following are Developments that received a commitment for HOME Rental funding in the reporting year.

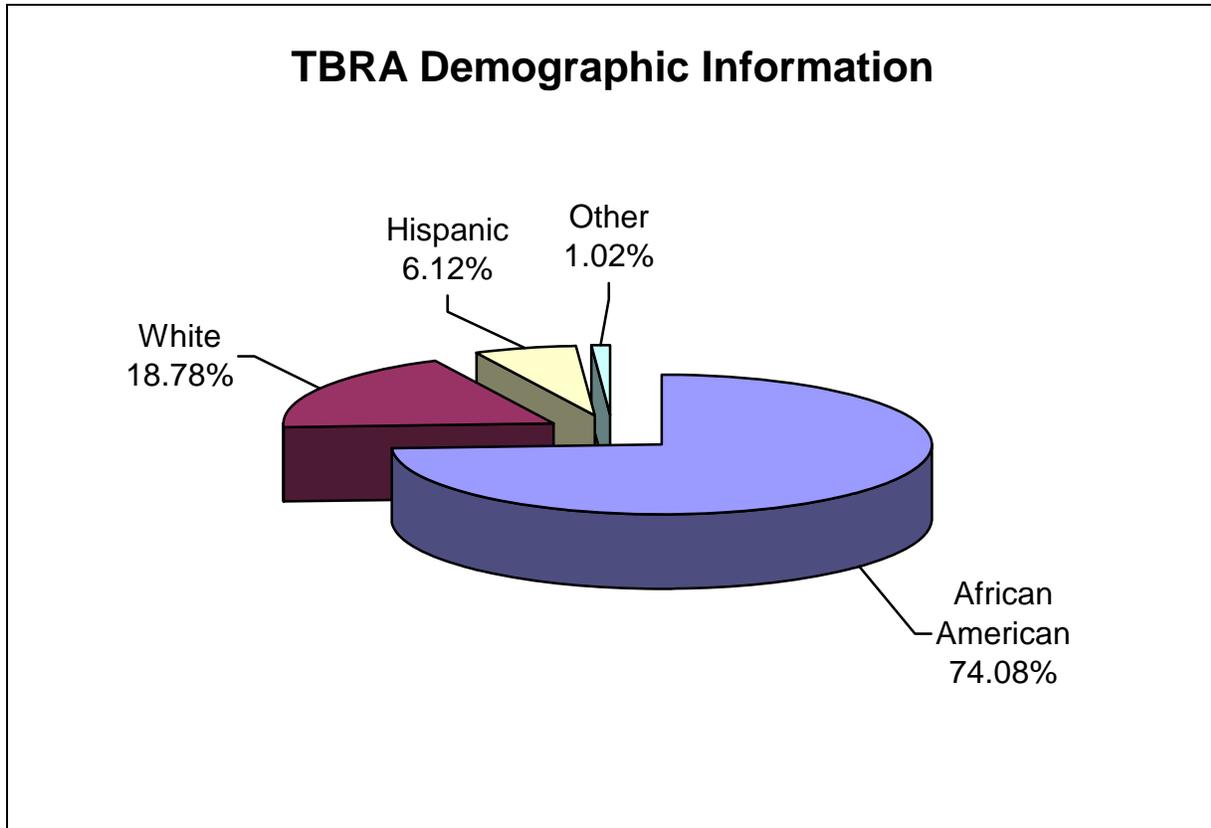
2008 Universal Application

Development	County	Total # of Units	Set-Aside %/AMI	Amount
SCLAD Plaza	Miami-Dade	18	20% @ 50% 80% @ 60%	\$ 1,200,000
North Central Heights II	Highlands	32	20% @ 50% 80% @ 60%	\$ 4,108,672
Sleepy Hollow	Highlands	48	20% @ 50% 80% @ 60%	\$ 6,347,800
Total		98		\$11,656,472

Tenant Based Rental Assistance

As a result of the 2004 hurricanes, Florida Housing began the Tenant Based Rental Assistance (TBRA) Program for temporary rental assistance for emergency housing in the areas devastated by the hurricanes. The funds are granted to qualifying Public Housing Authorities (PHA) that administers the HUD Section 8 Housing Choice Voucher Program.

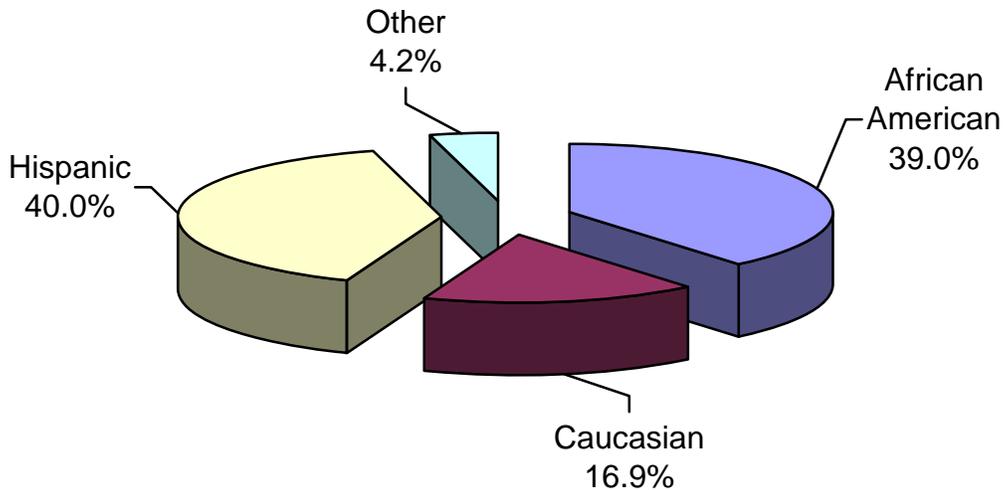
During the reporting year, a total of 490 families were served and disclosed their race/ethnicity. Of those families, 363 (74.08%) were African American, 92 (18.78%) were White, 30 (6.12%) were Hispanic, and 5 (1.02%) were of other races/ethnicities. Of those families, the ages for the head of households were disclosed and there were 18 (3.67%) age 62 and older.



2008 - Demographic Breakdown of Persons Served by the HOME Rental Program

A total of 17,988 people disclosed their race/ethnicity. Of those people, 7,018 (39.0%) were African American, 3,035 (16.9%) were Caucasian, 7,188 (40.0%) were Hispanic, and 747 (4.2%) were of other races/ethnicities. Ages were disclosed for 18,180 people and of these 2,095 (11.5%) were age 62 and older.

HOME Rental Demographic Information



Homeownership Funding

In the 2008-2009 funding year, the Homeownership Pool (HOP) Program was allocated \$6,000,000, which included \$139,889 in American Dream Down Payment Initiative (ADDI) funds.

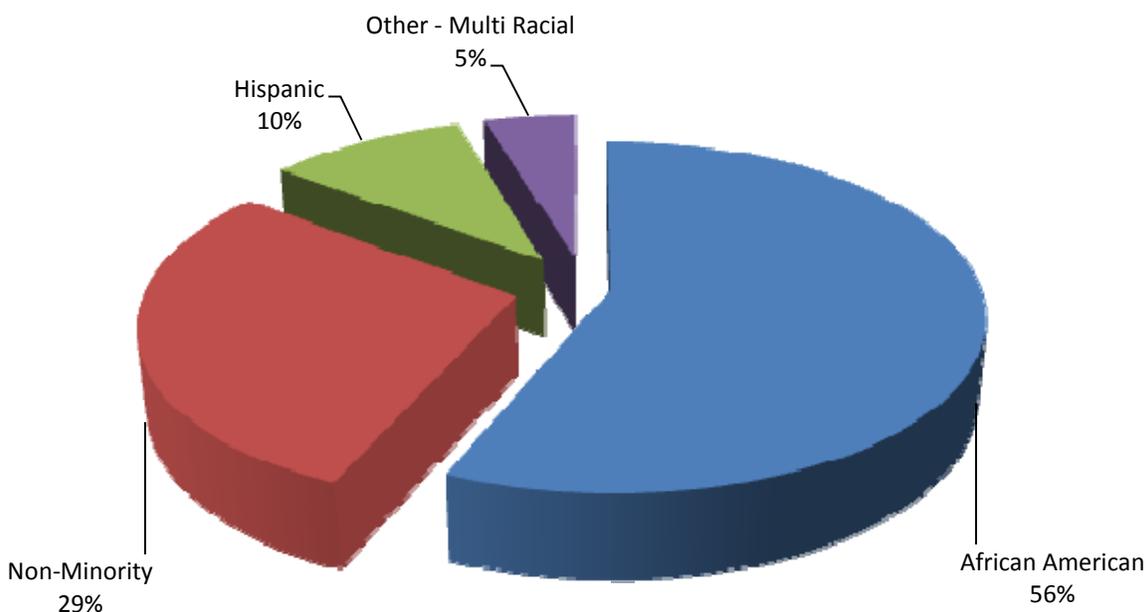
In the 2008-2009 funding year, Single Family Programs, including HOP, HLP, HOME Again and Community Land Trusts (CLT) committed and disbursed the following:

Homeownership Loan Program (HLP)	\$ 1,019,643.00
Homeownership Pool Program (HOP)	\$ 4,572,989.00
Community Land Trusts (CLT)	\$ 128,050.20
HOME Again	\$ 585,372.00
Total Disbursed	\$ 6,306,054.20

2008 - Demographic Breakdown of Persons Served by the Homeownership Programs

In the 2008 program year, the Homeownership Programs, consisting of Down Payment Assistance through HLP, CLT, HOME Again and the HOP program resulted in the assistance of 213 families.

Homeownership Demographic Information



Of the 213 families, who purchased homes during the 2008 reporting year, 56.38% were African Americans, 10.05% were Hispanics, 28.87% were Non-Minorities, and 4.69% was Other – Multi Racial.

The HOME Again owner-occupied rehabilitation program served 10 of the overall 213 families that received assistance in the 2008 reporting year. All 10 homebuyers were at 50% of AMI or below and are eligible for 50% of their loan to be forgiven. Of the 10 families, 1 was Non-Minority, 3 were African American, and 6 were Hispanic.

Through the CLT program, 18 families out of the 213 families served in the 2008 reporting year. Of the 18 families, 16 were Non-Minority and 2 were Other – Multi Racial.

Minority Outreach

Florida Housing promotes minority services/consultants by awarding outside servicing/consulting work to Minority Business Enterprise or Women Business Enterprise firm(s) in keeping with the Governor's One Florida Initiative. Whenever feasible, Florida Housing awards contracts to minority firms.

The funded developments provide a report reflecting the number of minority contractors participating in each development. This report will be submitted to HUD under a separate cover by December 31, 2009, per the reporting instructions.

Private Sector Participation

Florida Housing diligently tries to involve private and public participation with all of its programs. Market studies are analyzed, rule development workshops are conducted, and rule hearings are held before the rule and application are adopted for implementation. Before each workshop or rule hearing, Florida Housing publishes their dates on the Florida

Housing web site, and also publishes the notice in the Florida Administrative Weekly. The public workshops and hearings provide both Florida Housing and the public a chance to express their ideas and opinions on targeting, funding and the basic overall needs for affordable housing in Florida. Florida Housing staff then combines the public comments and suggestions, the analysis of prior funding cycles, and the information from the market studies to determine special targeting of funds and changes that should be implemented in the rule and application. Once the application and rule have been adopted, Florida Housing sends a Notice of Funding Availability (NOFA) to the Florida Administrative Weekly for publication and also posts the NOFA on our web site.

Florida Housing encourages private and public sector education. Several Florida Housing staff members are invited on a regular basis to participate in public speaking events involving the HOME program.

Community Housing Development Organizations (CHDOs)

Each year during the competitive application process for multifamily developments, Florida Housing holds an application workshop and hearing where the public is informed of the set-aside requirements of HOME funds for developments owned, developed, or sponsored by CHDOs. The organizations providing evidence that meets CHDO criteria and achieves threshold in the application are given priority funding up to the amount of funds available under the CHDO set-aside. At the application workshop, the public is provided with information regarding requirements for applying under the CHDO set-aside. Additionally, a CHDO checklist is available detailing items that must be submitted to Florida Housing in order to designate an organization as a CHDO. Further, a Notice of Funding Availability (NOFA) is posted on the Florida Housing web site and published in the Florida Administrative Weekly. This NOFA sets forth the amount of funds that are available and prioritized for developments owned, developed or sponsored by CHDOs. Florida Housing has been successful in attracting CHDOs to make application to the single family and multifamily programs.

FAIR HOUSING AND EQUAL OPPORTUNITY

Geographic Distribution of Funds

HOME Rental, in its 2008 competitive application, committed to providing 98 affordable units in two counties: Miami-Dade, Highlands County.

The Tenant Based Rental Assistance Program (TBRA) served 490 families in the following counties throughout Florida: Alachua County, Broward County, Escambia County, Flagler County, Leon County, Manatee County, Palm Beach County, Sarasota County, St. Lucie County, Sumter County, and Volusia County.

The competitive HLP Program served families in the following counties & census tracts in 2008 with previously committed HOME funds: Broward County (tract 305), Citrus County (tract 9803.02) Hillsborough County (tract 141.09), Marion County (tract 25.01), Polk County (tract 112.02) and St. Johns County (tracts 210.02 and 203). The HOP Program served 154 families in the following counties: Bay County, Calhoun County, Charlotte County, Duval County, Escambia County, Gadsden County, Gulf County, Highland County, Hillsborough County, Indian River County, Lee County, Leon County, Miami-Dade County, Okaloosa County, Pinellas County, Santa Rosa County, St. Johns County and Wakulla County.

HOME Again funding was utilized during program year 2008-2009 in DeSoto County.

Program Delivery

The HOME program funding is delivered and target as described in the opening paragraphs of this report.

Lead Based Paint

Most of the activities that Florida Housing undertakes are new construction and therefore lead based paint is not an issue. In our HOME Again program, a few properties have identified a lead hazard in their environmental review and the Subrecipients are utilizing lead safe practices to abate/mitigate those properties during rehabilitation.

Barriers to Affordable Housing

The housing market crisis in Florida has impacted jobs and revenues to the point that unemployment and limited state/local funding is now exacerbating problems in the housing market, bringing the state's economy close to a standstill. While sales supply data are not available for every real estate market in Florida, Florida Housing obtained information on 16 markets around the state to evaluate the level of supply in single family homes for sale in these markets. All markets evaluated show an oversupply in every price range of single family homes through the end of 2008 or early 2009. However, in most of the evaluated markets where sales prices were disaggregated, the highest oversupply was in homes priced above \$250,000. Most of the markets show a slight over supply (~7-10 months) in homes priced under \$140,000, Florida Housing considers to represent the housing stock that is affordable to households with incomes at or below median income. For many years, Florida's key job sectors have been construction (i.e., growth), international ties and a strong service sector, in particular jobs serving tourism and retirees. Service sector and construction jobs are particularly hard hit right now, and this has further impacted the housing market. Access to credit is so limited that many stable families cannot purchase homes available as a result of foreclosures. Florida Housing is concerned that investors are buying the best of the available foreclosed and delinquent stock around the state, further limiting opportunities for neighborhood stabilization.

Affirmative Marketing

Pursuant to HUD regulation 24 CFR 92.351, the Corporation has adopted affirmative marketing guidelines and enforces the guidelines by requiring the HOME Program Agreement and the Firm Commitment Letter to include the development's affirmative marketing strategies. Prior to the firm commitment issuance, the marketing strategy is carefully analyzed and a market study or feasibility report is required if adequate information is not found in the development's appraisal.

The Corporation's affirmative marketing policy consists of the following elements:

Informing the Public, Owners and Potential Tenants:

Acceptable methods for informing the public, owners, and potential tenants about the applicable Federal Fair Housing Laws and the HOME Program's affirmative marketing policy may include, but are not limited to, providing a copy of this policy in all media releases, using the Equal Housing Opportunity logo and slogan in all media releases, and explaining the policy, in general, to the media, property owners, and tenants involved with the HOME Program.

Advertising Vacant Units:

In order to meet the obligation toward the State's affirmative marketing policy requirements, each property owner should have a policy that clearly specifies or suggests affirmative marketing activities such as the use of commercial media to advertise vacant units, local community contacts for potential tenants, or the use of the Equal Housing Opportunity logo or slogan. The policy must clearly define the recordkeeping obligations of the property owners.

Requirements of Owners for Outreach Efforts:

Outreach efforts will include procedures to be used by owners to inform and solicit applications from persons in the housing market area who are not likely to apply (defined in general as those who are not the race/ethnicity of the residents of the neighborhood in which the unit is located). The procedures may include, but are not limited to, the use of community organizations, churches, employment centers, fair housing groups, Public Housing Authorities, or housing counseling agencies specifically chosen because they provide services to, or have as members, persons in the group or groups least likely to apply. The owner's affirmative marketing policy should clearly specify who is responsible for the various necessary activities.

Record Keeping:

The State requires recipients to maintain records that describe efforts taken by recipients and by owners to affirmatively market units. The State will use the records to assess the results of the efforts taken.

Assessment of Affirmative Marketing Efforts of Owners:

The State recipient shall ensure compliance of its affirmative marketing requirements with the owner by use of an agreement (Firm Loan Commitment) that shall be binding for a specific period of time (Affordability Period) from the date of completion. The State recipient will assess the owner's affirmative marketing plan and the results of the marketing plan. It will also determine what corrective actions will be taken when an owner fails to follow these affirmative marketing efforts.

Additional State Requirements:

State recipients will certify that they adopt the State HOME Entitlement Areas' (Participating Jurisdictions) affirmative marketing procedures described above through a certification in their local HOME Program Description and/or Consolidated Plan as well as maintain the required records and reports in accordance with 24CFR 92.351.

The State Participating Jurisdiction shall review and approve the affirmative marketing policy initially and monitor each State recipient's performance yearly in order to ensure that the local policy is being carried out and the State recipient is in compliance with 24 CFR 92.351.

State recipients' performance of their affirmative marketing policy requirements will be used as a factor in approving future participation in the HOME Program.

Tenant Assistance/Relocation

The Uniform Relocation Act is federally legislated and is required at the initiation of negotiation for federal assistance. HUD requires documentation and notices on occupied units to determine displacement/relocation.

Florida Housing Finance Corporation takes every precaution necessary to ensure that tenants are not displaced and that proper notice is given to each tenant. Florida Housing considers the application submission as "the initiation of negotiation for federal assistance". The URA form requires the Applicant to complete and submit with its application for HOME funding, the following:

- Number of units occupied
- Tenant income information to ensure eligibility for HOME assistance
- Describe (if necessary) the plan to cover temporary relocation
- General Information Notice (for all occupied units)

If all the income certifications or general information notices are not included in the application, the applicant fails threshold and is not considered for funding.

Shortfall of Funds

Not applicable to the State of Florida.

On Site Inspections (July 1, 2008 through June 30, 2009)

Florida Housing's Compliance staff conducts on-site inspection reporting for the HOME Rental Program. The initial review for rehabilitation/acquisition developments, which have units occupied at the time of loan closing, is conducted prior to or shortly after loan closing and at least annually throughout the period of affordability. The initial review for new construction/rehabilitation/acquisition developments, with no units occupied at the time of loan closing, is conducted within 120 days following the leasing of any HOME units and at least annually throughout the period of affordability.

The annual management review and physical inspection includes a report on the following:

- Examination of Tenant Files
- Administrative Procedures (including tenant selection, security, program reporting and insurance requirements)
- Physical Inspection
 - Interior Items
 - Exterior Items
 - Miscellaneous Items (development amenities)
- Visual Inspection
- Miscellaneous Observations

During the period from July 1, 2008 through June 30, 2009, Florida Housing conducted 83 on-site inspections of HOME developments. Please see Exhibits A (1) & A (2) for copies of the HOME status log and the HOME occupancy report.

Program Income Reporting

The following is a breakdown for the period of July 1, 2008 to June 30, 2009.

Beginning Balance (net of prior period adjustment)	\$ 2,020,526
Program Income Received	\$ 6,436,859
Program Income Expended	<u>\$(8,445,048)</u>
Ending Balance	\$ 12,337.00

Match Reporting

Section 220 of the National Affordable Housing Act of 1990 (NAHA) established the requirement that each HOME Participating Jurisdictions ensure that non-federal contributions to its HOME-assisted developments equal to 25% of the HOME funds drawn down during each fiscal year. Florida Housing encourages contributions to all HOME-assisted developments and awards points based on the percentage of match a developer has secured with up to a maximum number of points.

Total HOME Funds Drawn Down	\$ 8,175,216
25% of the HOME Funds Drawn Down	\$ 2,043,804

2008-2009 HOME SOURCE OF MATCH

	Match	Source
Carryforward from Prior Periods	\$ 13,096,129	
MMRB Credit	\$ 510,951	
Total	\$ 13,607,080.00	

The following are HOME Program current events as of August 21, 2009:

- The 2009 Universal Application cycle for Multifamily Rental closed on August 20, 2009 with the HOME Rental Program participating. Preference given to Applicants proposing to develop housing in a non-entitlement area, 100% non-profit and 100% of the Developer fee will go to the non-profit. In the current Universal Application, HOME Rental is being combined with Competitive Housing Credits for the purpose of Homeless set-aside units.
- FHFC has implemented performance measures by which the HOME program can be examined and evaluated. These requirements will be reported on in the 2009-2010 CAPER.

For further information and statistics, please see the detailed progress report prepared by the Florida Housing Finance Corporation.

OVERVIEW OF THE FEDERAL EMERGENCY SHELTER GRANTS PROGRAM ADMINISTERED BY THE FLORIDA DEPARTMENT OF CHILDREN AND FAMILIES

GENERAL NARRATIVE ON THE STATE'S GOALS AND OBJECTIVES

Current Status

Homelessness is a significant problem in the State of Florida that affects virtually every aspect of society. The Office on Homelessness works in conjunction with the Council on Homelessness to develop plans and strategies to address the issues related to homelessness in Florida. Florida's allocation of Federal Emergency Shelter Grant funds is very important to the state's ability to address these issues on a statewide basis.

In January 2009, the daily count of the homeless gathered from the homeless coalitions in Florida, indicated an estimated 57,687 homeless individuals in Florida on any given day. The survey counts combined with Homeless Management Information Systems (HMIS) shows that of Florida's homeless population 68% are men, while 32% are women. 16% of the homeless population are under the age of 18 and 5% are over the age of 60. Singles make up the majority of the homeless population at 82.7%.

Over 44% of all homeless persons reported a disabling condition including physical, drugs and/or alcohol, mental illness, HIV/AIDS and developmental.

Loss of employment/financial reasons is the largest reported cause of homelessness in Florida at 50.4%. The next three highest reasons, ranging from 15.6% to 12%, are medical/disability, housing issues, and family problems.

More than 50% of the homeless population reported this being their first time being homeless.

Attachment I of this report provides detailed information on the homeless demographics in the State of Florida as reported by the 28 continuums of care. Data provided is that submitted to HUD for the 2008 CoC NOFA, and comes from the HUD 2008 Continuum of Care Homeless Assistance Programs online reports.

One item reported by the continuums of care is information about bed capacity in the state of Florida. According to data from the 2008 continuum of care plans submitted by the continuums to the Office on Homelessness, the permanent housing capacity in the state of Florida for 2008 was 31,026 beds. Population data reported by the continuums shows a homeless population of 50,158. This is the population known to the continuum of care system and entered into the HMIS database. This indicates availability of only 61.8% of the daily demand for housing for individuals and for families (with or without children). Attachment I of this report also provides a summary of the housing activity in Florida continuums of care along with the need for housing that remains unmet. In addition to the need for shelter capacity for homeless persons, there is a great need for prevention services to help those at risk of homelessness maintain affordable housing.

2007 Emergency Shelter Grants

In 2007, the State of Florida received \$2,915,931 in Emergency Shelter Grant (ESG) funds that the state used to help address unmet needs. These funds were available for use by the grantees through June 30, 2009. The State of Florida issued a Request for Proposals (RFP) to award ESG funds for Shelter improvement activities, shelter operating costs, shelter support services and to fund homeless prevention activities. Both emergency shelter services and prevention services target families and individuals with extremely low incomes.

The ESG request for proposals focused on several key issues reflected in the state's Annual Action Plan and the Governor's priorities. The following outlines the overall focus of Florida's 2007 ESG funds:

- There are a very limited number of programs available to help *prevent* homelessness and there is a need to support programs that provide a comprehensive approach to preventing homelessness by addressing the barriers to finding and maintaining decent and affordable housing. The state used the maximum percentage of ESG funds to fund such programs.
- Based on the population and level of need in the non-formula counties of Florida, the state's ESG funds were prioritized for non-formula grantee communities.
- There are an increasing number of families becoming homeless. Focus on sheltering options that keep married couples, with or without children, together is consistent with the growing shelter demand from families and is consistent with the Governor's priority for supporting married families.
- There is a national trend toward an increased number of youth exiting institutional care into homelessness. Consequently, the state action plan for ESG funds included priority focus for youth aging out of foster care and those participating in the Independent Living Program.
- Hurricanes in the last several hurricane seasons damaged homeless shelters across affected areas of Florida, impacting the number of available beds. A priority for 2007 was for shelter improvement activities involving hurricane readiness and improved energy efficiency, for example, installation of hard-wired generators, storm shutters, and installation of more efficient Energy Star rated appliances.
- A focus of the 2007 ESG was for shelters that provide a level of essential services that is above simply addressing the individual's physical needs. Priority was placed on shelters providing comprehensive case management to address the various factors contributing to the person's homelessness.
- The chronic homeless often have co-existing substance abuse and/or mental health issues that contribute to the chronic nature of their homelessness. In 2007, the ESG included a focus on shelter facilities that have substance abuse and/or mental health programs to specifically address these issues.
- Accessing affordable housing is critical to transitioning homeless individuals from shelter into permanent housing. In 2007, ESG priority was placed on shelters that are able to transition residents from shelter into permanent homes.
- Consistent with the statutory charge of the Office on Homelessness and its ongoing efforts to promote coordination and development of the continuums of care through state funds, the Office required all ESG applicants to show evidence of the extent to which their projects were consistent with and further the goals of their local Continuum of Care Plan.
- In an effort to support coordination among homeless providers and support the continued development of the HMIS, all ESG applicants are required to actively participate in HMIS and provide HMIS data on the numbers of individuals exiting shelter to permanent housing and numbers of individuals who have maintained housing over time. The Office on Homelessness also uses state funds to promote development of HMIS statewide.
- While all ESG recipients are required to provide 100% match from cash and/or in kind sources, to encourage the leveraging of private funding, the 2007 ESG request for proposal included scoring preference for increased levels of local cash leverage.
- To ensure compliance with federal provisions, each year, ESG recipients are required to comply with the Lead-based Paint Poisoning Prevention Act, requirements regarding non-discrimination and equal opportunity, the Americans with Disabilities Act, and all other federal regulations applicable to the ESG. For example, the receipt of Emergency

Shelter Grant funds requires that the State makes facilities and services available to all on a nondiscriminatory basis, and publicizes this fact. The grantee must establish procedures that will ensure that facilities funded by the ESG are available to persons with handicaps and persons of any particular race, color, religion, sex, age, familial status or national origin within their service area who may qualify for them. ESG applicants are provided with explanatory language and references for these provisions.

A review of the programs funded by the state's ESG indicates that 2007 grant funds were used to meet the needs of a wide range of homeless populations and support homeless programs in geographic areas throughout the state. The 23 projects funded by the 2007 Emergency Shelter Grant provide for shelter improvement activities such as the rehabilitation and renovation of buildings used as emergency shelters and transitional housing for the homeless. Funds were also used to support the costs of operations and essential supportive services provided in emergency shelters and transitional housing. Additionally, the state used the maximum amount allowable to fund homeless prevention services.

The 2007 Emergency Shelter Grant awards supported the operation of 757 existing emergency shelter and transitional shelter beds, the addition of 4 new beds, and the sheltering of 3,307 individuals (1,181 more than anticipated). In addition, 10 local homeless prevention programs helped 2,350 households avoid the loss of their housing. ESG funds are being used to serve a wide variety of individuals including; men, women, families with and without children, single parents, youth aging out of foster care; homeless veterans; individuals and families who are victims of domestic abuse, individuals with substance abuse and/or mental illness, and the general population of homeless or those at risk of homelessness. Attachment II of this document provides detailed information on the grant recipients, their allocation of resources, the geographic distribution of funding and the populations served. The following summarizes the allocation of ESG funding statewide:

Total State 2007 Emergency Shelter Grant Fund Awarded:	\$2,915,931
Number of Emergency Shelter Grants Awarded:	23
Total Emergency Shelter Grant Awards for	
Rehabilitation:	\$ 619,645
Operations:	\$ 886,510
Support Services:	\$ 418,360
Prevention:	<u>\$ 874,779</u>
Total	\$ 2,799,294
Total Match Submitted (cash and in-kind)	\$ 2,799,294
Department of Children and Families Grant Administration:	\$ 116,637

2008 Emergency Shelter Grants

In 2008, the State of Florida received \$2,954,684 in Emergency Shelter Grant (ESG) funds that the state used to help address unmet needs. These funds are available for use by the grantees through June 30, 2010. The State of Florida issued a Request for Proposals (RFP) to award ESG funds for Shelter improvement activities, shelter operating costs, shelter support services and to fund homeless prevention activities. Both emergency shelter services and prevention services target families and individuals with extremely low incomes. The ESG request for proposals focused on several key issues reflected in the state's Annual Action Plan and the Governor's priorities. The following outlines the overall focus of Florida's 2008 ESG funds:

- The state's ESG award is based upon the population and need in the "non-formula" communities that make up the balance of the state's cities and counties that do not receive ESG formula grants directly from HUD. In 2008, the state allowed applicants statewide to apply, including those from "formula" communities that receive an ESG award directly from HUD. However, the state's ESG program gave first consideration to eligible applicants from the non-formula communities upon which the state grant amount is based. Awards to eligible applicants from ESG formula cities and counties were made **only** to the extent that fundable applications from the non-formula areas of the state did not fully obligate the grant funding available. The 2008 ESG included emphasis on furtherance of the local continuum of care plans and on the ability to leverage local cash to support ESG funded projects.
- There are very limited programs available to help prevent homelessness. The ESG program is the one HUD program that can be used for prevention activities. In 2008, the state utilized the maximum 30 percent of ESG funds set by law, for prevention services. Prevention focuses on provision of mediation services that include an integrated case management approach whereby services to address all of the precipitating factors are coordinated.
- Hurricanes in the last several hurricane seasons damaged homeless shelters across affected areas of Florida, impacting the number of available beds. Because Florida is particularly vulnerable to the threat of hurricanes, in 2008 a priority was placed on shelter improvement activities involving hurricane readiness, for example, installation of hard wired generators and storm shutters.
- Consistent with the Department's priority for supporting families, the action plan promoted sheltering options that keep families together. All too often, family members have to split up in order to access services in the homeless delivery system. Few shelters are designed or operated to enable a father, mother and children or a married couple to stay together. Men's and women's quarters have historically been separated. Shelters to care for minor children with a parent(s) or those that allow married couples to stay together have not been readily available. Domestic abuse shelters allow a single parent and a child or children to stay together but these shelters are limited to a narrow subsection of families. A priority for the 2008 Emergency Shelter Grant was to promote shelters, other than domestic violence shelters, that house intact, married couples, married couples with children, or single parents with minor children. Domestic violence shelters are eligible for other state assistance for construction, repair and operating costs.
- Because the number of homeless children continues to grow, ESG priority was given to facilities that specifically serve youth (especially transitional housing serving youth exiting foster care). Programs such as Independent Living and Foster Care are unable to prevent all youth from entering into homelessness. Consequently, it is important to promote housing that can address the needs specific to young people who have become homeless.
- It is estimated that there are nearly 19,000 veterans who are homeless in Florida. ESG priority was given in 2008 to facilities that provide shelter and services needed by homeless veterans.
- The chronic homeless often have co-existing substance abuse and/or mental health issues that contribute to the chronic nature of their homelessness. In 2008, the ESG

included a focus on shelter facilities that have substance abuse and/or mental health programs to specifically address these issues.

- Accessing affordable housing is critical to transitioning homeless individuals from shelter into permanent housing. In 2008, ESG priority was placed on shelters that are able to transition residents from shelter into permanent homes.
- A comprehensive approach to services is necessary to truly address the needs of the homeless, especially chronically homeless. The 2008 ESG included a focus on shelters that provide a level of essential services that is above simply addressing the individual's physical needs (e.g. food, clothing, hygiene items). ESG priority was given to shelters that provide a case management system that supports a comprehensive array of services to promote recovery and self-sufficiency. Likewise, addressing the various factors involved in *risk* of homelessness is necessary to effectively address homeless prevention. Consequently, priority focus was placed on both shelter programs and prevention programs that incorporate such an approach.
- Consistent with HUD HMIS requirements, HMIS participation, including tracking specific outcomes, was a requirement for all applicants receiving ESG funding in 2008.

A review of the programs funded by the state's ESG indicates that 2008 grant funds will be used to meet the needs of a wide range of homeless populations and support homeless programs in geographic areas throughout the state. The 43 projects funded by the 2008 Emergency Shelter Grant will provide for shelter improvement activities such as the rehabilitation and renovation of buildings used as emergency shelters and transitional housing for the homeless. Funds will also be used to support the costs of operations and essential supportive services provided in emergency shelters and transitional housing. Additionally, the state used the maximum amount allowable to fund homeless prevention services.

The 2008 Emergency Shelter Grant recipients plan to support the operation of 1,297 existing emergency shelter and transitional shelter beds. 25 new beds will be developed with the 2008 ESG funds. In addition, local homeless prevention programs hope to help over 3,420 individuals avoid the loss of their housing. ESG funds are being used to serve a wide variety of individuals including; men, women, families with and without children, single parents, youth aging out of foster care; homeless veterans; individuals and families who are victims of domestic abuse, individuals with substance abuse and/or mental illness, and the general population of homeless or those at risk of homelessness. Attachment II of this document provides detailed information on the grant recipients, their allocation of resources, the geographic distribution of funding and the populations served. The following summarizes the allocation of ESG funding statewide:

Note: The 2008 ESG awards were not finalized until June, 2008 due to protesting of the awards process by unsuccessful applicants. The state reduced the amount to be awarded to each recipient based on the reduced time to spend the awards. By reducing the amount available, the state was also able to fund more programs than in previous years. After ranking the proposals and making awards based on applicants' requests, there is \$230,481 remaining that could not be awarded. This amount will be awarded along with the 2009 ESG awards and expended prior to June 30, 2010.

Total State 2008 Emergency Shelter Grant Fund Awarded:	\$2,576,469
Number of Emergency Shelter Grants Awarded:	43
Total Emergency Shelter Grant Awards for	
Rehabilitation:	\$ 518,128
Operations:	\$ 1,024,513
Support Services:	\$ 357,328
Prevention:	<u>\$ 676,550</u>
Total Awarded:	\$ 2,576,469
Total Match Submitted (cash and in-kind)	\$ 2,576,469
Department of Children and Families Grant Administration:	\$ 147,734

Monitoring and Compliance

In an effort to ensure success of the ESG program, the Office on Homelessness and the Department of Children and Families staff engage in numerous activities with and on behalf of the ESG recipients. The Office on Homelessness provides direction and technical assistance in the development of Emergency Shelter Grant contracts for use by Department contract managers that are responsible for the local oversight of Emergency Shelter Grant recipients. The purpose of this oversight is to help ensure that contracts ultimately implemented by the local contract managers satisfactorily address all federal and Departmental regulatory requirements that are to be adhered to by emergency shelter grantees.

Although specified Department staff (Contract Oversight Unit) is responsible for monitoring contracts, Office on Homelessness staff responsible for the management and oversight of the Emergency Shelter Grants Program periodically conduct on-site monitoring and conduct monthly desk reviews. Reports of monitoring conducted by Department staff are reviewed by the Office on Homelessness and findings are discussed with the contract staff to ensure resolution of any issues. Constant communication between the Office on Homelessness and contract staff provides a proactive approach to ensuring success of the ESG providers. In addition to continual oversight by contract management staff, all ESG contracts include the Financial and Compliance Audit Attachment, requiring compliance with audit requirements as outlined in the OMB Circular A-133. Audits are reviewed by the Department's Certified Public Accountants and reports are sent to the Office on Homelessness and the contract management staff for review. This multifold approach to monitoring facilitates improved grantee compliance with ESG standards and regulations and with Departmental performance standards.

In order to manage expenditure of ESG funds, the Department's contract managers review all detail submitted for reimbursement by grantees for eligibility and accuracy. In addition, Office on Homelessness and contract management staff review expenditure data on the Department's Information Delivery System (IDS). Grant recipients who do not spend all of their allocations within federally imposed time constraints may be denied eligibility for future grants.

Funds for projects that fail to proceed or fall significantly behind in their project implementation schedule may be recaptured and used to fund other projects that were determined eligible for funding under the Request For Proposal process.

The State of Florida, through the Department of Children and Families, has been an active member of the Council of State Community Development Agencies (COSDA) and participated in the coordinated effort to refine a performance outcome measurement system framework for the Department of Housing and Urban Development's four major community development programs (the Emergency Shelter Grants program, the Community Development Block Grants program, HOME Investment Partnerships program, and Housing Opportunities for Persons with AIDS program). ESG Shelter/transitional facility award contracts include an outcome of "Availability/Accessibility" and an objective of "Suitable Living Environment". Prevention award contracts include an outcome of "Affordability" and an objective of "Decent Housing". All ESG recipients will be required to report on these measures and the information will be input into HUD'S Integrated Disbursement and Information System (IDIS).

CoC Homeless Population and Subpopulations

Part 1: Homeless Population	Sheltered		Unsheltered	Total
	Emergency	Transitional		
1. Number of Households with Dependent Children:	1,369	1,422	3,505	6,296
1a. Total Number of Persons in these Households (adults and children)	3,936	4,457	8,806	17,199
2. Number of Households without Dependent Children**	5,329	5,841	19,166	30,336
2a. Total Number of Persons in these Households	5,833	6,498	20,628	32,959
Total Persons (Add Lines 1a and 2a):	9,769	10,955	29,434	50,158
Part 2: Homeless Subpopulations (Adults only, except g. below)	Sheltered		Unsheltered	Total
a. Chronically Homeless	2,555		6,023	8,578
b. Severely Mentally Ill	3,315		3,351	6,666
c. Chronic Substance Abuse	4,935		4,123	9,058
d. Veterans	2,691		3,089	5,780
e. Persons with HIV/AIDS	607		328	935
f. Victims of Domestic Violence	2,331		988	3,319
g. Unaccompanied Youth (Under 18)	781		231	1,012

*Optional for unsheltered homeless subpopulations

** Includes single individuals, unaccompanied youth, and other adults (such as a married couple without children)

***For "sheltered" chronically homeless subpopulations, list persons in emergency shelter only.

Source: HUD's 2008 Continuum of Care Homeless Assistance Programs, Homeless Populations and Subpopulations

Homeless Population History

CoC Year	Sheltered in		Unsheltered	Total
	Emergency	Transitional		
2003	11,198	12,627	39,604	65,429
2004	9,863	13,465	45,457	68,785
2005	15,196	12,069	32,062	59,372
2006	15,077	16,092	31,060	62,229
2007	9,025	13,612	27,279	49,916
2008	9,769	10,955	29,434	50,158

Homeless Populations 2007 vs 2008

Homeless Population	Sheltered		Unsheltered	Total
	Emergency	Transition		
Households with Children				
2007	1,751	2,100	2,615	6,466
2008	1,369	1,422	3,505	6,296
Persons in Household w/ Child				
2007	3,694	6,014	7,120	16,828
2008	3,936	4,457	8,806	17,199
Households w/out Children				
2007	5,123	6,603	19,283	31,009
2008	5,329	5,841	19,166	30,336
Persons in Household w/out Child				
2007	5,331	7,598	20,159	33,088
2008	5,833	6,498	20,628	32,959
Total Persons				
2007	9,015	13,612	27,279	49,916
2008	9,769	10,955	29,434	50,158

Source: HUD's 2008 Continuum of Care Homeless Assistance Programs, Homeless Populations and Subpopulations

Homeless Sub-Populations: 2006, 2007, 2008

Sub Population	Sheltered			TOTAL		
	2006	2007	2008	2006	2007	2008
Chronically homeless	3,263	1,943	2,555	11,204	7,952	8,578
Severe mentally ill	4,739	3,827	3,315	9,185	6,738	6,666
Chronic substance abuse	5,081	4,899	4,935	10,294	9,463	9,058
Veterans	3,597	3,102	2,691	6,482	6,285	5,780
Persons with HIV/AIDS	1,022	712	607	1,424	942	935
Victims of domestic violence	2,508	1,687	2,331	4,080	2,150	3,319
Unaccompanied Youth	1,778	910	781	2,269	2,674	1,012

Source: HUD's 2008 Continuum of Care Homeless Assistance Programs, Homeless Populations and Subpopulations

Sheltered Sub-Populations

Sub-Population	Percent of All Sheltered Homeless		
	2006	2007	2008
Chronic	10.3%	8.6%	12.3%
Mentally Ill	14.9%	16.9%	16%
Substance Abuse	16.0%	21.7%	23.8%
Veterans	11.3%	13.7%	13%
HIV/AIDS	3.2%	3.1%	2.9%
Domestic Violence	7.9%	7.5%	11.2%
Youth	5.6%	4.0%	3.7%

Source: HUD's 2008 Continuum of Care Homeless Assistance Programs, Homeless Populations and Subpopulations

Housing Inventory – 2008 CoC

	Family Beds	Individual Beds	Total Year Round	Seasonal	Overflow/Voucher
Emergency Shelter	3,027	6,181	9,208	818	2,715
Safe Haven	n/a	203	203	n/a	n/a
Transitional Housing	4,873	7,752	12,625	n/a	n/a
Permanent Supportive Housing	3,761	5,229	8,990	n/a	n/a
TOTAL INVENTORY	11,661	19,365	31,026	818	2,715

Source: HUD's 2008 Continuum of Care Homeless Assistance Programs, Housing Inventory Chart Report

Year Round Housing Resources 2007 vs. 2008

Type of Housing	2007	2008
Emergency Shelter beds	9,359	9,208
Safe Haven		203
Transitional Housing beds	13,283	12,625
Permanent Housing beds	9,548	8,990
TOTAL	32,190	31,026

Source: HUD's 2008 Continuum of Care Homeless Assistance Programs, Housing Inventory Chart Report

2007 Emergency Shelter Grants Program Award Profiles

Peaceful Paths Domestic Abuse Network

County served: Alachua,
Population served: Victims of domestic abuse/violence
Approximate # to be served: 300 individuals
of new beds created: 0
of existing beds supported: 43
Award amount: \$80,199
Summary of grant activities: Assist with shelter operations and the provision of services for an emergency shelter and a transitional shelter; and to fund shelter improvements for plumbing and flooring.

Another Way of Chiefland

Counties served: Dixie, Gilchrist, and Levy
Population served: Victims of domestic abuse/violence
Approximate # to be served: 128 individuals
of new beds created: 0
of existing beds supported: 34
Award amount: \$100,000
Summary of grant activities: Assist with shelter operations and the provision of services for an emergency/transitional shelter.

Another Way of Lake City

Counties served: Columbia, Hamilton and Lafayette
Population served: Victims of domestic abuse/violence
Approximate # to be served: 300 individuals
of new beds created: 0
of existing beds supported: 34
Award amount: \$100,000
Summary of grant activities: Assist with shelter operations and the provision of services for an emergency/transitional shelter.

The Corner Drug Store, Inc

Counties served: Alachua, Bradford, Clay, Columbia, Flagler, Gilchrist, Levy, Putnam, St. Johns, Suwannee, Union
Population Served: Youth
Approximate # to be served: 300 individuals
of new beds created: 2
of existing beds supported: 10
Award amount: \$76,000
Summary of grant activities: Pay for shelter renovations in order to increase the bed capacity and services for homeless youth.

St Augustine Society dba St. Francis House, Inc.

County served: St. Johns
Population served: The general population

Approximate # to be served: 1300 individuals
 # of new beds created: 0
 # of existing beds supported: 28
 Award amount: \$200,000
 Summary of grant activities: Assist with shelter operations and the provision of services for an emergency shelter; and fund shelter improvements including some improvements related to hurricane preparedness.

Emergency Services & Homeless Coalition of St. John's Co.

County served: St. Johns
 Population served: The general population
 Approximate # to be served: 18,980 individuals
 # of new beds created: 0
 # of existing beds supported: 52
 Award amount: \$200,000
 Summary of grant activities: Assist with shelter operations and the provision of services for an emergency shelter.

South Brevard Women's Center

County served: Brevard
 Population served: The general population
 Approximate # to serve: 49 individuals
 # of new beds created: 0
 # of existing beds supported: 49
 Award amount: \$200,000
 Summary of grant activities: Assist with shelter operations and the provision of services for an emergency shelter.

Genesis House, Inc.

County served: Brevard
 Population served: Single parents with minor children and pregnant teens and women
 Approximate # to be served: 135
 # of new beds created: 0
 # of existing beds supported: 45
 Award amount: \$200,000
 Summary of grant: Assist with shelter operations and the provision of services for an emergency shelter; and fund shelter improvements.

The Transition House, Inc.

Counties served: Osceola and Lake
 Population served: Individuals with mental health and/or substance abuse issues
 Approximate # to be served: 523 individuals
 # of new beds created: 0
 # of existing beds supported: 132
 Award amount: \$87,480
 Summary of grant activities: Assist with shelter operations and the provision of services; and fund shelter improvements including some energy efficiency improvements.

Samuel's House, Inc.

County served: Monroe
Population served: Women and women with children
Approximate # to be served: 200 individuals
of new beds created: 0
of existing beds supported: 36
Award amount: \$200,000
Summary of grant activities: Assist with shelter operations and the provision of services for an emergency shelter; and fund shelter improvements including some improvements related to hurricane preparedness.

Florida Keys Outreach Coalition for the Homeless

County served: Monroe
Population served: Individuals struggling with substance abuse
Approximate # to be served: 1,000 individuals
of new beds created: 0
of existing beds supported: 122
Award amount: \$200,000
Summary of grant activities: Assist with shelter operations; and fund hurricane readiness and energy efficiency shelter improvements.

Christian Care Center, Inc.

Counties served: Lake and Sumter
Approximate # to be served: 160
of new beds created: 2
of existing beds supported: 49
Award amount: \$161,520
Summary of grant activities: Assist with shelter operations and the provision of services for an emergency shelter and a transitional shelter.

The Homeless Family Center

Counties served: Indian River, Martin, Okeechobee and St. Lucie
Population served: The general population
Approximate # to be served: 90 individuals
of new beds created: 0
of existing beds supported: 72
Award amount: \$200,000
Summary of grant activities: Assist with shelter operations and the provision of services for an emergency shelter and a transitional shelter; and fund shelter improvements including some improvements related to hurricane preparedness.

St. Francis House, Inc

County served: Alachua
Population served: The general population
Approximate # to be served: 140 individuals
of new beds created: 0
of existing beds supported: 51
Award amount: \$15,578

Summary of grant activities: Assist with shelter operations and the provision of services for an emergency shelter and a transitional shelter.

The Salvation Army

County served: St. John's
Population served: The general population
Approximate # to be served: 181 individuals
Award amount: \$100,000
Summary of grant activities: Short term financial assistance for rent, mortgage and utility debts and security deposits and first month's rent as well as integrated case management to address prevention needs of the family or individual.

The Salvation Army

County served: Clay
Population served: The general population
Approximate # to be served: 181 individuals
Award amount: \$100,000
Summary of grant activities: Short term financial assistance for rent, mortgage and utility debts and security deposits and first month's rent as well as integrated case management to address prevention needs of the family or individual.

The Salvation Army

County served: Manatee
Population served: The general population
Approximate # to be served: 400 individuals
Award amount: \$100,000
Summary of grant activities: Short term financial assistance for rent, mortgage and utility debts and security deposits and first month's rent.

Jewish Family and Children's Service

Counties served: Sarasota and Manatee
Population served: The general population
Approximate # to serve: 325 individuals
Award amount: \$100,000
Summary of the grant activities: Short term financial assistance for rent, mortgage and utility debts and security deposits and first month's rent as well as integrated case management to address prevention needs of the family or individual.

South Brevard Women's Center

County served: Brevard
Population served: Women with or without children
Approximate # to be served: 135 individuals
Award amount: \$100,000
Summary of grant activities: Short term subsidies to defray rent, mortgage and utility debts, and for security deposits and first month's rent, and provision of integrated case management to address prevention needs of the individual or family.

AIDS Help, Inc

County served: Monroe
Population served: Men, women and children living with HIV/AIDS and family members of those individuals.
Approximate # to be served: 71 individuals
Award amount: \$68,550
Summary of grant activities: Short term financial assistance for rent, mortgage and utility debts and security deposits and first month's rent

Catholic Charities

County served: Monroe
Population served: The general population
Approximate # to be serve 500 individuals
Award amount: \$100,000
Summary of grant activities: Short term financial assistance for rent, mortgage and utility debts and security deposits and first month's rent as well as integrated case management to address prevention needs of the family or individual.

Treasure Coast Homeless Services Council

Counties served: Indian River, St. Lucie, Martin
Population served: The general population
Approximate # to be served: 75 individuals
Award Amount: \$100,000
Summary of grant activities: Short term financial assistance for rent, mortgage and utility debts and security deposits and first month's rent.

Hardee County Ministerial Assoc. dba Hardee Help Center

County served: Hardee
Population served: Families with children and general population of those at risk for homelessness
Approximate # to be served: 288 individuals
Award amount: \$65,554
Summary of grant activities: Short term financial assistance for rent, mortgage and utility debts and security deposits and first month's rent as well as integrated case management to address prevention needs of the family or individual.

2008 Emergency Shelter Grants Program Award Profiles

AIDS Help of Monroe County, Inc.

Serves: Monroe County
Award: \$50,000
Number of Persons to be Served: 78
Activities Funded: Prevention services

Catholic Charities of Central Florida

Serves: Brevard
Award: \$50,000
Number of Persons to be Served: 75 families / 300 individuals
Activities Funded: Prevention services

Catholic Charities of Jacksonville

Counties Served: Duval, Clay, Nassau, Baker
Award: \$50,000
Number of Persons to be Served: 108 individuals
Activities Funded: Prevention services

Catholic Charities of Lake City

Counties Served: Columbia, Hamilton, Suwannee, Lafayette
Award: \$50,000
Number of persons to be served: 61 individuals
Activities: Prevention services

Hardee Help Center

Counties Served: Hardee
Award: \$50,000
Number of persons to be served: 144
Activities: Prevention services

Heart of Florida United Way

Counties Served: Orange, Seminole
Award: \$50,000
Number of persons to be served: 488
Activities: Prevention services

Jewish Family and Children Services

Counties Served: Sarasota and Manatee
Award: \$50,000
Number of persons to be served: 180 individuals in 60 families
Activities: Prevention services

N. Brevard Charities Sharing Center

Counties Served: Brevard
Award: \$26,500
Number of persons to be served: 475
Activities: Prevention services

Salvation Army, Clay County

Counties Served: Clay
Award: \$50,000
Number of persons to be served: 64 families
Activities: Prevention services

**Salvation Army of Nassau County
Hope House**

Counties Served: Nassau
Award: \$50,000
Number of persons to be served: 64 families
Activities: Prevention services

Salvation Army of St. Johns

Counties Served: St. Johns
Award: \$50,000
Number of persons to be served: 300 individuals
Activities: Prevention services

Treasure Coast Homeless Services Council

Counties Served: Indian River, St. Lucie, Martin
Award: \$50,000
Number of persons to be served: 45 individuals
Activities: Prevention services

United Ministries of Pensacola

Counties Served: Escambia
Award: \$50,000
Number of persons to be served: 300 families / including 750 individuals
Activities: Prevention services

Women's Resource Center of Florida, Inc.

Counties Served: Polk
Award: \$50,000
Number of persons to be served: 63 individuals
Activities: Prevention services

Alpha House

Counties Served: Pinellas
Award: \$50,000
Number of Beds Assisted: 20
Serves: 25 pregnant and parenting single teens and adult mothers and their children
Activities Funded: Essential services and shelter operations

Another Way, Inc.

Counties Served: Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Levy, Suwannee
Award: \$50,000
Number of Beds Assisted: 70
Serves: 150 domestic abuse/domestic violence
Activities Funded: Operating expenses

**Catholic Charities of NW Florida -
St. Barnabas House**

Counties Served: Bay, Calhoun, Gulf, Jackson, Holmes
Washington
Award: \$75,000
Number of Beds Assisted: 16
Serves: 50 - general population
Activities Funded: Shelter improvement, shelter operations,
essential services

**Catholic Charities of St. Petersburg -
Pinellas Hope**

Counties Served: Pinellas
Award: \$50,000
Number of Beds Assisted: 50
Serves: 50 - veterans, mental health/substance abuse,
and general population
Activities Funded: Shelter operations and essential services

Charlotte County Homeless Coalition

Counties Served: Charlotte
Award: \$75,000
Number of Beds Assisted: 52
Serves: 500 - general population, primarily families
Activities Funded: Shelter improvement activities, shelter
operations and essential services

**Community Connections of
Jacksonville, Inc.**

Counties Served: Duval and Clay
Award: \$50,000
Number of Beds Assisted: 150
Serves: 300 women and women with children
Activities Funded: Shelter operating expenses

Crosswinds Youth Services, Inc.

Counties Served: Brevard
Award: \$48,570
Number of Beds Assisted: 20
Serves: 250 Youth
Activities Funded: Essential services and shelter operations

Domestic Abuse Shelter, Inc.

Counties Served: Monroe
Award: \$75,000
Number of Beds Assisted: 52
Serves: 200 persons subject to domestic abuse and
violence
Activities Funded: Shelter improvement activities and shelter
operations

Emergency Services and Homeless Coalition of St. Johns

Counties Served: St. Johns
Award: \$75,000
Number of Beds Assisted: 52
Serves: 109/year, general population (families)
Activities Funded: Facility renovations, operating costs, essential services

Family Life Center

Counties Served: Flagler
Award: \$75,000
Number of Beds Assisted: 32
Serves: 135 general population
Activities Funded: Shelter improvement, operating expenses, essential services

Florida Keys Outreach Coalition for the Homeless

Counties Served: Monroe
Award: \$75,000
Number of Beds Assisted: 122
Serves: 300 annually - Substance abuse / mental health
Activities Funded: Shelter improvement, shelter operations, essential services

Genesis House

Counties Served: Brevard
Award: \$75,000
Number of Beds Assisted: 45
Serves: 120 single parents with minor children and pregnant women
Activities Funded: Shelter improvement, shelter operations and essential services

Heron-Peacock Supported Living

Counties Served: Monroe
Award: \$50,000
Number of Beds Assisted: 16
Serves: 16 mental health/substance abuse
Activities Funded: Shelter operations and essential services

Homeless Emergency Project

Counties Served: Pinellas
Award: \$50,000
Number of Beds Assisted: 100
Serves: 1,000 from general homeless population
Activities Funded: Shelter improvement, essential services, shelter operations

Lee Conlee House, Inc.

Counties Served: Putnam
Award: \$69,500
Number of Beds Assisted: 32
Serves: 180 domestic abuse / domestic violence
Activities Funded: Shelter renovations, essential services and shelter operations

Micah's Place, Inc.

Counties Served: Nassau
Award: \$75,000
Number of Beds Assisted: 20
Serves: 200 domestic abuse / domestic violence
Activities Funded: Shelter renovations and shelter operations

New Beginnings of Lake County

Counties Served: Lake
Award: \$50,000
Number of Beds Assisted: 8
Number of **NEW** Beds: 25
Serves: 60 mental health/substance abuse, and single moms with children
Activities Funded: Essential services and shelter operations

Okaloosa Walton Homeless Continuum of Care - Opportunity, Inc.

Counties Served: Okaloosa and Walton
Award: \$49,998
Number of Beds Assisted: 18
Serves: 100 general population
Activities Funded: Essential services and shelter operations

Peaceful Paths Domestic Abuse Network, Inc.

Counties Served: Alachua
Award: \$75,000
Number of Beds Assisted: 37
Serves: 300 domestic abuse / domestic violence
Activities Funded: Shelter renovations, shelter operations

S. Brevard Women's Center, Inc.

Counties Served: Brevard
Award: \$75,000
Number of Beds Assisted: 50
Serves: 50 general population
Activities Funded: Shelter renovations, and shelter operations

Safety Shelter of St. Johns Inc.

Counties Served: St. Johns
Award: \$75,000
Number of Beds Assisted: 40
Serves: 300 domestic abuse / domestic violence
Activities Funded: Shelter renovations and shelter operations

Salvation Army of NE Florida / Jacksonville

Counties Served: Duval
Award: \$50,000
Number of Beds Assisted: 118
Serves: 2,100 general population
Activities Funded: Essential services and shelter operations

Salvation Army, Melbourne

Counties Served: Brevard
Award: \$74,000
Number of Beds Assisted: 48
Serves: 145 homeless women and women with children
Activities Funded: Shelter renovations, essential services and shelter operations

Samuel's House, Inc.

Counties Served: Monroe
Award: \$75,000
Number of Beds Assisted: 36
Serves: 200 mental health / substance abuse
Activities Funded: Shelter renovations, essential services and shelter operations

**St. Augustine Society, Inc.
dba St. Francis House**

Counties Served: St. Johns
Award: \$64,700
Number of Beds Assisted: 28
Serves: 1500 general population
Activities Funded: Shelter renovations, essential services and shelter operations

St. Francis House

Counties Served: Alachua
Award: \$75,000
Number of Beds Assisted: 51
Serves: 80 general population
Activities Funded: Shelter renovations, essential services and shelter operations

The Path of Citrus County, Inc.

Counties Served: Citrus
Award: \$75,000
Number of Beds Assisted: 18
Serves: 180 general population
Activities Funded: Shelter renovations, essential services and shelter operations

The Sanctuary Mission, Inc.

Counties Served: Citrus, Hernando, Lake, Sumter
Award: \$75,000
Number of Beds Assisted: 13
Serves: 50 mental health / substance abuse
Activities Funded: Shelter renovations, essential services and shelter operations

Vivid Visions, Inc.

Counties Served: Suwannee
Award: \$18,201
Number of Beds Assisted: 17
Serves: 85 domestic abuse / domestic violence
Activities Funded: Shelter operations

Youth and Family Alternatives, Inc.

Counties Served: Pasco
Award: \$50,000
Number of Beds Assisted: 18
Serves: 125 Youth
Activities Funded: Essential services and shelter operations



Housing Opportunities for Persons with AIDS (HOPWA) Program

Consolidated Annual Performance and Evaluation Report (CAPER) Measuring Performance Outcomes Federal Fiscal Year 2008 (State Fiscal Year 2008-2009)

Submitted: September 2009

OMB Number 2506-0133 (Expiration Date: 12/31/2010)

The HOPWA CAPER report for formula grantees provides annual information on program accomplishments in meeting the program's performance outcome measure: maintain housing stability; improve access to care; and reduce the risk of homelessness for low-income persons and their families living with HIV/AIDS. 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 45 hours per manual response, or less if an automated data collection and retrieval system is in use, along with 68 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, 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.

The revisions contained within this edition are designed to accomplish the following: (1) provide for an assessment of unmet need; (2) streamline reporting sources and uses of leveraged resources; (3) differentiate client outcomes for temporary/short-term and permanent facility-based assistance; (4) clarify indicators for short-term efforts and reducing the risk of homelessness; and (5) clarify indicators for Access to Care and Support for this special needs population. In addition, grantees are requested to comply with the Federal Funding Accountability and Transparency Act 2006 (Public Law 109-282) which requires federal grant recipients to provide general information for all entities (including subrecipients) receiving \$25,000+ in federal funds.

Table of Contents

PART 1: Executive Summary

1. Grantee Information
2. Project Sponsor Information
3. Contractor(s) or Subcontractor(s) Information
 - A. Grantee and Community Overview
 - B. Annual Performance under the Action Plan
 - C. Barriers or Trends Overview
 - D. Assessment of Unmet Housing Needs

PART 2: Sources of Leveraging

PART 3: Accomplishment Data

PART 4: Summary of Performance Outcomes

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

PART 5: Worksheet - Determining Housing Stability Outcomes

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

Continued Use Periods. Grantees that use HOPWA funds for new construction, acquisition, or substantial rehabilitation are required to operate their facilities for ten years for HOPWA-eligible beneficiaries. For the years in which grantees do not receive and expend HOPWA funding for these activities, the grantee must submit an Annual Certification of Continued Project Operation throughout the required use periods. This certification is included in Part 5 in CAPER.

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: Office of HIV/AIDS Housing, Room 7212, U.S. Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, D.C. 20410.

Definitions: Facility-Based Housing Assistance: All HOPWA housing expenditures which provide support to facilities, including community residences, SRO dwellings, short-term or transitional facilities, project-

based units, master leased units, scattered site units leased by the organization, and other housing facilities approved by HUD.

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 or larger organizations are not considered "grassroots."

Housing Assistance Total: The non-duplicated number of households receiving housing subsidies and residing in units of facilities that were dedicated to persons living with HIV/AIDS and their families that were supported with HOPWA or leveraged funds during this operating year.

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 used directly in HOPWA program delivery.

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

Outcome: The HOPWA assisted households who have 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. The goal that eighty percent of HOPWA clients will maintain housing stability, avoid homelessness, and access care by 2011.

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

Short-Term Rent, Mortgage and Utility Payments (STRMU): Subsidy or payments subject to the 21-week limited time period to prevent the homelessness of a household (e.g., HOPWA short-term rent, mortgage and utility payments).

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

Tenant-Based Rental Assistance: (TBRA): An on-going rental housing subsidy for units leased by the client, where the amount is determined based in part on household income and rent costs. Project-based costs are considered facility-based expenditures.

Total by Type of Housing Assistance/Services: The non-duplicated households assisted in units by type of housing assistance dedicated to persons living with HIV/AIDS and their families or services provided that were supported with HOPWA and leveraged funds during the operating year

Housing Opportunities for Persons with AIDS (HOPWA) Consolidated Annual Performance and Evaluation Report - Measuring Performance Outcomes

OMB Number 2506-0133 (Expiration Date: 12/31/2010)

Part 1: Grantee Executive Summary

As applicable, complete the charts below followed by the submission of a written narrative to questions A through C, and the completion of Chart D. 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 sub recipient organization with a contract/agreement of \$25,000 or greater that assists grantees or project sponsors carrying out their activities. Agreements include: grants, sub grants, 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 Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

1. Grantee Information

HUD Grant Number FL29H07-F999, FL29H08-F999		Operating Year for this report <i>From (mm/dd/yy)</i> 07.01.08 <i>To (mm/dd/yy)</i> 06.30.09		
Grantee Name Florida Department of Health				
Business Address		4052 Bald Cypress Way, BIN A-09		
City, County, State, Zip		Tallahassee	Leon	FL 32399-1715
Employer Identification Number (EIN) or Tax Identification Number (TIN)		59-3502843		DUN & Bradstreet Number (DUNs) if applicable 364215061
Congressional District of Business Address		Florida's 2 nd Congressional		
*Congressional District(s) of Primary Service Area(s)		N/A		
*Zip Code(s) of Primary Service Area(s)		N/A		
*City(ies) and County(ies) of Primary Service Area(s)		N/A		N/A
Organization's Website Address www.doh.state.fl.us		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.		
Have you prepared any evaluation reports? <i>If so, please indicate the location on an Internet site (url) or attach copy.</i> No				

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

2. Project Sponsor Information

In Chart 2, provide the following information for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3.

Project Sponsor Agency Name Lutheran Services Florida, Inc., Northwest		Parent Company Name, if applicable N/A			
Name and Title of Contact at Project Sponsor Agency		Karen Solana, Program Manager			
Email Address		Ksolana@lsfnet.org			
Business Address		14 W. Jordan Street, Suite 1H			
City, County, State, Zip,		Pensacola	Escambia	FL	32501
Phone Number (with area codes)		850.497.7157		Fax Number (with area code) 850.497.7342	
Employer Identification Number (EIN) or Tax Identification Number (TIN)		59-2198911		DUN & Bradstreet Number (DUNs) if applicable N/A	
Congressional District of Business Location of Sponsor		1st			
Congressional District(s) of Primary Service Area(s)		1st			
Zip Code(s) of Primary Service Area(s)		32501			
City(ies) and County(ies) of Primary Service Area(s)		Pensacola, DeFuniak Springs, Destin, Ft. Walton Beach, Jay, Century		Escambia, Okaloosa, Santa Rosa, Walton	
Total HOPWA contract amount for this Organization		\$411,888			
Organization's Website Address www.lutheranservicesflorida.org		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.			
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input checked="" type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>					

2. Project Sponsor Information

In Chart 2, provide the following information for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3.

Project Sponsor Agency Name BASIC NWFL, Inc.		Parent Company Name, if applicable N/A			
Name and Title of Contact at Project Sponsor Agency		Valerie Mincey, Executive Director			
Email Address		Valerie.mincey@basicnwfl.com			
Business Address		432 Magnolia Avenue			
City, County, State, Zip,		Panama City	Bay	FL	32401
Phone Number (with area codes)		850.785.1088		Fax Number (with area code) 850.785.8111	
Employer Identification Number (EIN) or Tax Identification Number (TIN)		59-2994863		DUN & Bradstreet Number (DUNs) if applicable 82-7326620	
Congressional District of Business Location of Sponsor		2nd			
Congressional District(s) of Primary Service Area(s)		2nd			
Zip Code(s) of Primary Service Area(s)		32401, 32428, 32448, 32464, 32425, 32446, 32405, 32404, 32456			
City(ies) and County(ies) of Primary Service Area(s)		Panama City, Marianna, Port St. Joe, Bonifay, Chipley, Graceville, Blountstown		Bay, Calhoun, Gulf, Holmes, Jackson, Washington	
Total HOPWA contract amount for this Organization		\$239,088			
Organization's Website Address www.basicnwfl.com		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.			
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization</i> <input checked="" type="checkbox"/>					

2. Project Sponsor Information

In Chart 2, provide the following information for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3.

Project Sponsor Agency Name Big Bend Cares, Inc.		Parent Company Name, if applicable N/A		
Name and Title of Contact at Project Sponsor Agency		Rebecca G. Garcia, Lead Case Manager		
Email Address		RGarcia@bigbendcares.org		
Business Address		2201 South Monroe Street		
City, County, State, Zip,		Tallahassee	Leon	FL 32301
Phone Number (with area codes)		850.656.2437	Fax Number (with area code) 850.942.6402	
Employer Identification Number (EIN) or Tax Identification Number (TIN)		59-2816580	DUN & Bradstreet Number (DUNs) if applicable 87-769-0859	
Congressional District of Business Location of Sponsor		2nd		
Congressional District(s) of Primary Service Area(s)		2nd		
Zip Code(s) of Primary Service Area(s)		32301, 32304, 32303, 32310, 32305, 32351, 32308, 32312, 32327, 32333, 32344, 32340, 32311, 32309, 32348, 32317, 32324, 32331, 32352, 32320, 32343, 32347, 32302, 32321, 32330, 32059, 32322, 32328, 32332, 32336, 32353, 32231, 32319, 32350		
City(ies) and County(ies) of Primary Service Area(s)		Tallahassee, Woodville, Sopchoppy, Eastpoint, Apalachicola, Crawfordville, Madison, Perry, Quincy, Gretna, Havana, Midway, Bristol, Chattahoochee, Monticello, Lloyd, Carrabelle	Leon, Franklin, Gadsden, Jefferson, Madison, Taylor Liberty, Wakulla	
Total HOPWA contract amount for this Organization		\$200,000		
Organization's Website Address www.bigbendcares.org		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input checked="" type="checkbox"/>				

2. Project Sponsor Information

In Chart 2, provide the following information for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3.

Project Sponsor Agency Name WellFlorida Council, Inc.		Parent Company Name, if applicable North Central Florida Health Planning Council, Inc. (dba WellFlorida Council, Inc.)		
Name and Title of Contact at Project Sponsor Agency		Karen Klubertanz, HIV/AIDS Program Director		
Email Address		kklubertanz@wellflorida.org		
Business Address		1785 NW 80 Boulevard		
City, County, State, Zip,		Gainesville	Alachua	FL 32606
Phone Number (with area codes)		352.313.6500, ext 124		Fax Number (with area code) 352.313.6515
Employer Identification Number (EIN) or Tax Identification Number (TIN)		23-7083163		DUN & Bradstreet Number (DUNs) if applicable 05-826-7162
Congressional District of Business Location of Sponsor		3rd		
Congressional District(s) of Primary Service Area(s)		2 nd , 3 rd , 4 th , 5 th , 6 th , 7 th , 8 th		
Zip Code(s) of Primary Service Area(s)		32641, 32091, 34461, 32055, 32628, 32693, 32052, 32066, 32778, 32621, 34478, 32177, 33513, 32064, 32054		
City(ies) and County(ies) of Primary Service Area(s)		Gainesville, Starke, Lecanto, Lake City, Cross City, Trenton, Jasper, Mayo, Tavares, Bronson, Ocala, Palatka, Bushnell, Live Oak, Lake Butler		Alachua, Bradford, Citrus, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Lake, Levy, Marion, Putnam, Sumter, Suwannee, Union
Total HOPWA contract amount for this Organization		\$570,542		
Organization's Website Address www.wellflorida.org		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input checked="" type="checkbox"/>				

3. Subrecipient Information

In Chart 3, provide the following information for each subrecipient with a contract/agreement of \$25,000 or greater that assist the grantee or project sponsors to carry out their administrative or service delivery functions. 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 or other organizations beside the grantee.) These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Subrecipient Name		Parent Company (if applicable)		
Catholic Charities Bureau, Inc.		N/A		
Name and Title of Contact at Subrecipient	Susan Frizzell, HOPWA Coordinator			
Email Address	ncfhpc@yahoo.com			
Business Address	1717 N W 9 Street			
City, State, Zip, County	Gainesville	Alachua	FL	32609
Phone Number (with area code)	352.372.1422		Fax Number (with area code)	
			352.371.3157	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	59-1785681		DUN & Bradstreet Number (DUNs) if applicable	
			N/A	
North American Industry Classification System (NAICS) Code	624190			
Congressional District of Location	3rd			
Congressional District of Primary Service Area	2 nd , 3 rd , 4 th , 5 th , 6 th , 7 th , 8 th			
Zip Code of Primary Service Area(s)	32641, 32091, 34461, 32055, 32628, 32693, 32052, 32066, 32778, 32621, 34478, 32177, 33513, 32064, 32054			
City(ies) and County(ies) of Primary Service Area(s)	Gainesville, Starke, Lecanto, Lake City, Cross City, Trenton, Jasper, Mayo, Tavares, Bronson, Ocala, Palatka, Bushnell, Live Oak, Lake Butler		Alachua, Bradford, Citrus, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Lake, Levy, Marion, Putnam, Sumter, Suwannee, Union	
Total HOPWA Contract Amount	\$106,121			

2. Project Sponsor Information

In Chart 2, provide the following information for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3.

Project Sponsor Agency Name Hillsborough County, a political subdivision of the State of Florida, by and through its Board of County Commissioners		Parent Company Name, if applicable N/A		
Name and Title of Contact at Project Sponsor Agency		Aubrey Arnold, Ryan White Program Manager		
Email Address		arnolda@hillsboroughcounty.org		
Business Address		412 E. Madison Street, Suite 1102		
City, County, State, Zip,		Tampa	Hillsborough	FL 33602
Phone Number (with area codes)		813.272.6935	Fax Number (with area code) 813.276.8593	
Employer Identification Number (EIN) or Tax Identification Number (TIN)		59-60000661	DUN & Bradstreet Number (DUNs) if applicable 14-9405248	
Congressional District of Business Location of Sponsor		9 th , 11 th		
Congressional District(s) of Primary Service Area(s)		12th		
Zip Code(s) of Primary Service Area(s)		33830, 33801, 33802, 33815, 33880, 33884, 33844, 33896, 33894		
City(ies) and County(ies) of Primary Service Area(s)		Lakeland, Bartow, Winter Haven, Haines City, Davenport	Polk	
Total HOPWA contract amount for this Organization		\$276,930		
Organization's Website Address www.hillsboroughcounty.org		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.		
Is the sponsor a nonprofit organization? <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"/>				

3. Subrecipient Information

In Chart 3, provide the following information for each subrecipient with a contract/agreement of \$25,000 or greater that assist the grantee or project sponsors to carry out their administrative or service delivery functions. 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 or other organizations beside the grantee.) These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Subrecipient Name		Parent Company (if applicable)		
Polk County Health Department		Florida Department of Health		
Name and Title of Contact at Subrecipient	Terry Boysel, Health Services Administrator			
Email Address	Terry_boysel@doh.state.fl.us			
Business Address	1255 Brice Boulevard			
City, State, Zip, County	Bartow	Polk	FL	33830
Phone Number (with area code)	863.519.8237		Fax Number (with area code)	
			863.519.8305	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	59-3502843		DUN & Bradstreet Number (DUNS) if applicable	
			364-215061	
North American Industry Classification System (NAICS) Code	N/A			
Congressional District of Location	12th			
Congressional District of Primary Service Area	12th			
Zip Code of Primary Service Area(s)	33830, 33801, 33802, 33815, 33880, 33884, 33844, 33896, 33894			
City(ies) and County(ies) of Primary Service Area(s)	Lakeland, Bartow, Winter Haven, Haines City, Davenport		Polk	
Total HOPWA Contract Amount	\$51,502			

2. Project Sponsor Information

In Chart 2, provide the following information for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3.

Project Sponsor Agency Name United Way of Brevard County, Inc.		Parent Company Name, if applicable N/A		
Name and Title of Contact at Project Sponsor Agency		Terry Taylor, Grant/Contract Coordinator		
Email Address		ttaylor@uwbrevard.org		
Business Address		937 Dixon Boulevard		
City, County, State, Zip,		Cocoa	Brevard	FL 32922
Phone Number (with area codes)		321.631.2740		Fax Number (with area code) 321.631.2007
Employer Identification Number (EIN) or Tax Identification Number (TIN)		59-0836384		DUN & Bradstreet Number (DUNs) if applicable N/A
Congressional District of Business Location of Sponsor		15th		
Congressional District(s) of Primary Service Area(s)		15th		
Zip Code(s) of Primary Service Area(s)		32922, 32926, 32780, 32796, 32902, 32904, 32905, 32907, 32908, 32909, 32927, 32934, 32935, 32940, 32952, 32953, 32955		
City(ies) and County(ies) of Primary Service Area(s)		Cocoa, Titusville, Mims, Port St. John, Rockledge, Merritt Island, Cocoa Beach, Cape Canaveral, Melbourne, Micco, Palm Bay		Brevard
Total HOPWA contract amount for this Organization		\$463,823		
Organization's Website Address www.uwbrevard.org		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input checked="" type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>				

3. Subrecipient Information

In Chart 3, provide the following information for each subrecipient with a contract/agreement of \$25,000 or greater that assist the grantee or project sponsors to carry out their administrative or service delivery functions. 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 or other organizations beside the grantee.) These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Subrecipient Name		Parent Company (if applicable)		
Brevard County Health Department		Florida Department of Health		
Name and Title of Contact at Subrecipient	Brienne Kane, Human Services Administrator, Community Health			
Email Address	Brienne_kane@doh.state.fl.us			
Business Address	801 Dixon Boulevard, Suite 1147B			
City, State, Zip, County	Cocoa	Brevard	FL	32922
Phone Number (with area code)	321.504.0919		Fax Number (with area code)	
			321.690.3286	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	59-3502843		DUN & Bradstreet Number (DUNs) if applicable	
			364-215061	
North American Industry Classification System (NAICS) Code	N/A			
Congressional District of Location	15th			
Congressional District of Primary Service Area	15th			
Zip Code of Primary Service Area(s)	32780, 32796, 32904, 32905, 32907, 32908, 32909, 32922, 32927, 32934, 32935, 32940, 32952,, 32953, 32955			
City(ies) and County(ies) of Primary Service Area(s)	Melbourne, Titusville, Cocoa, Rockledge, Palm Bay, Merritt Island, Cocoa Beach		Brevard	
Total HOPWA Contract Amount	\$73,425			

2. Project Sponsor Information

In Chart 2, provide the following information for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3.

Project Sponsor Agency Name The Health Planning Council of Southwest Florida, Inc.		Parent Company Name, if applicable N/A		
Name and Title of Contact at Project Sponsor Agency	Susan Barrows, Director			
Email Address	susanbarrows@hpcswf.com			
Business Address	8961 Daniels Center Drive, Suite 401			
City, County, State, Zip,	Fort Myers	Lee	FL	33912
Phone Number (with area codes)	239.433.6700		Fax Number (with area code) 239.433.6705	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	59-2269305		DUN & Bradstreet Number (DUNs) if applicable N/A	
Congressional District of Business Location of Sponsor	14th			
Congressional District(s) of Primary Service Area(s)	13 th , 14 th , 16 th , part of 23 rd and 25th			
Zip Code(s) of Primary Service Area(s)	33901, 33905, 33907, 34134, 34135, 33913, 33928, 33931, 33957, 33962, 33966, 33967, 33991, 33993, 33971, 33936, 33904, 33909, 33914, 33915, 33903, 33971, 33902, 33908, 33912, 33919, 34102, 34112, 34113, 34114, 34117, 34145, 34120, 34103, 34105, 34108, 34109, 34110, 34119, 33951, 33955, 33980, 33982, 33983, 33948, 33949, 33952, 33953, 33954, 33981, 33983, 33935, 33471, 33440			
City(ies) and County(ies) of Primary Service Area(s)	Fort Myers, Cape Coral, Naples, Immokalee, Everglades City, Charlotte, Punta Gorda, Arcadia, Labelle, Clewiston, Moore Haven		Lee, Charlotte, Collier, Desoto, Hendry, Glades	
Total HOPWA contract amount for this Organization	\$850,000			
Organization's Website Address www.hpcswf.com	Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.			
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input checked="" type="checkbox"/>				

3. Subrecipient Information

In Chart 3, provide the following information for each subrecipient with a contract/agreement of \$25,000 or greater that assist the grantee or project sponsors to carry out their administrative or service delivery functions. 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 or other organizations beside the grantee.) These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Subrecipient Name		Parent Company (if applicable)			
Lee County Human Services, Inc.		N/A			
Name and Title of Contact at Subrecipient	Kim Hustad, Program Manager				
Email Address	khusdad@leegov.com				
Business Address	2440 Thompson Street				
City, State, Zip, County	Fort Myers	Lee	FL	33901	
Phone Number (with area code)	239.533.7916			Fax Number (with area code)	
				239.533.7960	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	59-6000702		DUN & Bradstreet Number (DUNs) if applicable		
			N/A		
North American Industry Classification System (NAICS) Code	624190				
Congressional District of Location	14th				
Congressional District of Primary Service Area	14th				
Zip Code of Primary Service Area(s)	33901, 33905, 33916, 33917				
City(ies) and County(ies) of Primary Service Area(s)	Fort Myers, Cape Coral			Lee	
Total HOPWA Contract Amount	\$70,140 (case management only)				

Subrecipient Name		Parent Company (if applicable)			
Collier County Health Department		Florida Department of Health			
Name and Title of Contact at Subrecipient	Deborah Harris, Supervisor				
Email Address	Deborah_Harris@doh.state.fl.us				
Business Address	3301 Tamiami Trail East, Building H				
City, State, Zip, County	Naples	Collier	FL	34112	
Phone Number (with area code)	239.252.8200			Fax Number (with area code)	
				239.252.6016	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	59-3502843		DUN & Bradstreet Number (DUNs) if applicable		
			364-215061		
North American Industry Classification System (NAICS) Code	228992312				
Congressional District of Location	25th				
Congressional District of Primary Service Area	25th				
Zip Code of Primary Service Area(s)	34102, 34103, 34104, 34105, 34108, 34109, 34110, 34112, 34113, 34114, 34142				
City(ies) and County(ies) of Primary Service Area(s)	Naples, Immokalee			Collier	
Total HOPWA Contract Amount	\$42,084 (case management only)				

3. Subrecipient Information

In Chart 3, provide the following information for each subrecipient with a contract/agreement of \$25,000 or greater that assist the grantee or project sponsors to carry out their administrative or service delivery functions. 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 or other organizations beside the grantee.) These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Subrecipient Name Desoto County Health Department		Parent Company (if applicable) Florida Department of Health		
Name and Title of Contact at Subrecipient	Mary Kay Burns, Administrator			
Email Address	Marykay_burns@doh.state.fl.us			
Business Address	34 S. Baldwin Avenue			
City, State, Zip, County	Arcadia	Desoto	FL	34266
Phone Number (with area code)	863.993.4601		Fax Number (with area code) 863.993.4606	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	59-3502843		DUN & Bradstreet Number (DUNs) if applicable 364-215061	
North American Industry Classification System (NAICS) Code	228992312			
Congressional District of Location	13th			
Congressional District of Primary Service Area	13th			
Zip Code of Primary Service Area(s)	34266, 34269			
City(ies) and County(ies) of Primary Service Area(s)	Arcadia		Desoto	
Total HOPWA Contract Amount	\$13, 175 (case management only)			

Subrecipient Name Hendry Glades Health Department		Parent Company (if applicable) Florida Department of Health		
Name and Title of Contact at Subrecipient	Robert Bobo, Program Manager			
Email Address	robert_bobo@doh.state.fl.us			
Business Address	1140 Pratt Boulevard			
City, State, Zip, County	Labelle	Hendry	FL	33935
Phone Number (with area code)	863.674.4056		Fax Number (with area code) 863.902.4267	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	59-3502843		DUN & Bradstreet Number (DUNs) if applicable 364-215061	
North American Industry Classification System (NAICS) Code	228992312			
Congressional District of Location	16th			
Congressional District of Primary Service Area	16th			
Zip Code of Primary Service Area(s)	33935, 33440, 33471			
City(ies) and County(ies) of Primary Service Area(s)	Labelle, Clewiston, Moore Haven		Hendry, Glades	
Total HOPWA Contract Amount	\$15,829 (case management only)			

3. Subrecipient Information

In Chart 3, provide the following information for each subrecipient with a contract/agreement of \$25,000 or greater that assist the grantee or project sponsors to carry out their administrative or service delivery functions. 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 or other organizations beside the grantee.) These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Subrecipient Name		Parent Company (if applicable)		
Charlotte County Health Department		Florida Department of Health		
Name and Title of Contact at Subrecipient	Steven Mitnick, Administrator			
Email Address	Steven_mitnick@doh.state.fl.us			
Business Address	514 E. Grace Street			
City, State, Zip, County	Punta Gorda	Charlotte	FL	33950
Phone Number (with area code)	941.833.3500		Fax Number (with area code)	
			941.639.4632	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	59-3502843		DUN & Bradstreet Number (DUNs) if applicable	
			364-215061	
North American Industry Classification System (NAICS) Code	228992312			
Congressional District of Location	16th			
Congressional District of Primary Service Area	16th			
Zip Code of Primary Service Area(s)	33950, 33955, 33980, 33982, 33983, 33954, 33952, 33948			
City(ies) and County(ies) of Primary Service Area(s)	Punta Gorda, Port Charlotte		Charlotte	
Total HOPWA Contract Amount	\$16,872 (case management only)			

2. Project Sponsor Information

In Chart 2, provide the following information for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3.

Project Sponsor Agency Name A. H. of Monroe County, Inc., (D.B.A. AIDS Help, Inc.)		Parent Company Name, if applicable N/A		
Name and Title of Contact at Project Sponsor Agency	Dr. Shannon Farris, Housing Coordinator			
Email Address	Shannon.f@aidshelp.cc			
Business Address	1435 Kennedy Drive			
City, County, State, Zip,	Key West	Monroe	FL	33040
Phone Number (with area codes)	305.293.3663		Fax Number (with area code) 305.296.6337	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	59-2678740		DUN & Bradstreet Number (DUNs) if applicable N/A	
Congressional District of Business Location of Sponsor	18th			
Congressional District(s) of Primary Service Area(s)	18th			
Zip Code(s) of Primary Service Area(s)	33040, 33050, 33037			
City(ies) and County(ies) of Primary Service Area(s)	Key West, Marathon, Key Largo		Monroe	
Total HOPWA contract amount for this Organization	\$445,787			
Organization's Website Address	Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.			
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input checked="" type="checkbox"/>				

2. Project Sponsor Information

In Chart 2, provide the following information for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3.

Project Sponsor Agency Name Health Planning Council of Northeast Florida, Inc.		Parent Company Name, if applicable N/A		
Name and Title of Contact at Project Sponsor Agency		Dr. Dawn Emerick, Executive Director		
Email Address		Dawn_Emerick@hpcnef.org		
Business Address		644 Cesery Boulevard, suite 210		
City, County, State, Zip,		Jacksonville	Duval	FL 32211
Phone Number (with area codes)		904.723.2162, ext. 110		Fax Number (with area code) 904.723.2170
Employer Identification Number (EIN) or Tax Identification Number (TIN)		59-2274759		DUN & Bradstreet Number (DUNs) if applicable N/A
Congressional District of Business Location of Sponsor		7 th , 24th		
Congressional District(s) of Primary Service Area(s)		24th		
Zip Code(s) of Primary Service Area(s)		32114, 32724, 32738, 32720, 32110		
City(ies) and County(ies) of Primary Service Area(s)		Daytona Beach, Deltona, DeLand, Bunnell		Volusia, Flagler
Total HOPWA contract amount for this Organization		\$284,762		
Organization's Website Address www.hpcnef.org		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input checked="" type="checkbox"/>				

2. Project Sponsor Information

In Chart 2, provide the following information for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3.

Project Sponsor Agency Name Treasure Coast Health Council, Inc.		Parent Company Name, if applicable N/A			
Name and Title of Contact at Project Sponsor Agency		Barbara Jacobowitz, Executive Director			
Email Address		bjacobowitz@thealthcouncil.org			
Business Address		600 Sand Tree Drive, Suite 101			
City, County, State, Zip,		Palm Beach Gardens	Palm Beach	FL	33403
Phone Number (with area codes)		561.844.4220		Fax Number (with area code) 561.868.6500	
Employer Identification Number (EIN) or Tax Identification Number (TIN)		59-2242689		DUN & Bradstreet Number (DUNs) if applicable N/A	
Congressional District of Business Location of Sponsor		16th			
Congressional District(s) of Primary Service Area(s)		15 th , 16th			
Zip Code(s) of Primary Service Area(s)		34950, 34951, 34983, 34974			
City(ies) and County(ies) of Primary Service Area(s)		Stuart, Indiantown, Port St. Lucie, Ft. Pierce, Vero Beach, Sebastian, Roseland, Gifford		St. Lucie, Indian River, Martin, Okeechobee	
Total HOPWA contract amount for this Organization		\$682,296			
Organization's Website Address www.thealthcouncil.org		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.			
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input checked="" type="checkbox"/>					

3. Subrecipient Information

In Chart 3, provide the following information for each subrecipient with a contract/agreement of \$25,000 or greater that assist the grantee or project sponsors to carry out their administrative or service delivery functions. 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 or other organizations beside the grantee.) These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Subrecipient Name		Parent Company (if applicable)		
Project Response		N/A		
Name and Title of Contact at Subrecipient	Roberto Ortiz, Executive Director			
Email Address	robertoortiz@projectresponse.org			
Business Address	745 S. Apollo			
City, State, Zip, County	Melbourne	Brevard	FL	32906
Phone Number (with area code)	321.724.1177		Fax Number (with area code)	
			321.724.2255	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	59-3036563		DUN & Bradstreet Number (DUNs) if applicable	
			N/A	
North American Industry Classification System (NAICS) Code	N/A			
Congressional District of Location	15th			
Congressional District of Primary Service Area	15 th , 16 th			
Zip Code of Primary Service Area(s)	34950, 34951, 34983, 34974			
City(ies) and County(ies) of Primary Service Area(s)	Stuart, Indiantown, Port St. Lucie, Ft. Pierce, Vero Beach, Sebastian, Roseland, Gifford		St. Lucie, Indian River, Martin, Okeechobee	
Total HOPWA Contract Amount	\$158,633			

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 Florida Department of Health (DOH) administers the state Housing Opportunities for Persons With AIDS (HOPWA) program. The Bureau of HIV/AIDS, Patient Care Resources Section is the designated office within the department, which has the lead responsibility for management of the program. The department contracts with local community organizations as project sponsors to provide HOPWA services in 10 Ryan White Part B consortium geographical areas throughout the state. These areas receive state HOPWA funds at the local level for services in 50 of Florida's 67 counties. There are over 17,100 persons living with HIV/AIDS in the state program's jurisdiction. The areas are mainly rural with a high concentration of low-income individuals (minimum wage or Social Security Disability Income), the majority of which rent housing and are at high-risk of becoming homeless. The remaining 17 counties not included in the state program service area qualify as eligible metropolitan statistical areas (EMSAs) and receive funding directly from HUD. There are currently 10 federally established EMSA jurisdictions in Florida.

The goals of Florida's housing program are to prevent the condition of homelessness from occurring to individuals or families with HIV disease; or if already homeless, to transition the individuals or families back into stable housing as soon as possible and to create a strategy for long-term housing stability for persons living with HIV/AIDS. The program places emphasis on the connection between housing assistance and appropriate supportive services that are available through other funding sources, such as Ryan White and state general revenue. By coordinating the HOPWA program services through Ryan White Part B planning bodies, HOPWA participants have readily accessible support services, which contribute to a stable housing situation. Florida's Ryan White Part B HIV/AIDS state and local planning bodies are responsible for providing recommendations to the department relating to HOPWA eligibility requirements, as well as other requirements, which may be more restrictive than those outlined in the federal regulations and state guidelines.

Program funds were distributed geographically according to the state action plan to provide for short-term emergency housing including rent, mortgage and utility assistance and other select short-term housing services allowed by federal regulations for eligible individuals and families living with HIV/AIDS. The state program's annual area funding allocation is based on the cumulative number of reported living HIV/AIDS cases in the 10 geographical areas through January 31 of the calendar year, each area's proportionate share of the cumulative number of living HIV/AIDS cases, utilization rates and available funds. A minimum of 97 % of the total state HOPWA grant award is allocated statewide to 10 project sponsors under a one-year contract (July 1 to June 30) to carry out eligible program services and activities. These contracts are managed at the local level.

Actions taken during the year to address the special needs of persons who are not homeless, but require supportive services are done in conjunction with the Board of the Florida Supportive Housing Coalition. The department remains active on the board and continues our shared commitment in efforts to implement a strategic plan that was developed and is periodically updated to address the special needs of persons who require supportive housing services for stability. In addition to eligibility and case management staff assessing supportive services needs and ensuring that these services are provided through Ryan White and state general revenue programs, the state is working with the coalition to expand supportive housing for persons with special needs. The major federal and state funding streams identified by the coalition are being used to provide community, tenancy, and employment supports for clients. This information is available and used by local staff and partners to address the needs of persons who are not homeless, but require supportive housing, as well as to assist persons who are homeless.

Other accomplishments in the state during this reporting period are: (1) The funding level for the Florida Pre-Release Planning Program remained at \$387,000 during the report period to maintain staff and program services. An estimated 37,277 inmates were released from Florida's prisons during calendar year 2008 and it is estimated that about 1,397 are HIV positive. During the reporting period, approximately 917 persons received Pre-Release Planning Program services. Housing for this population continues to be a challenge for local providers. Of Florida's 67 counties, Palm Beach, Broward, and Dade Counties continue to receive about one-third of the former inmates that are released by the Department of Corrections. The Florida Pre-Release Planning Program provides Pre-Release Planners to assist men and women in preparing to return to their communities after incarceration. In 2008, one of the Pre-Release Planners transitioned to a Community Linkage Coordinator (CLC). The CLC links clients in the three aforementioned counties. The CLC offers post-release services (e.g. continued linkage to housing and transportation needs) that support continuity of care. (2) The Corrections Infections Workgroup continues to focus on transitional planning, which is essential for HIV-infected inmates, particularly in the areas of housing, employment, and substance abuse. Utilizing members from the Corrections Infections Workgroup, the Bureau of HIV/AIDS formed a planning committee to host the state's first Infectious Disease in Correctional Facilities Summit on December 3-5, 2008. The summit's goal was to promote education and collaboration between correctional healthcare and security staff regarding infectious disease screening, treatment, and prevention. The summit was a great success with over 300 staff attending from state and federal prison facilities, local county jails, juvenile detention centers, sheriff's organizations, and headquarters offices. (3) The Florida Supportive Housing Coalition (FLSHC) continues its commitment to create long-term housing solutions in Florida for people with special needs. The annual strategic planning retreat was held and priorities for the upcoming year were established. The coalition will continue to focus efforts on fund raising, advocacy for the homeless and persons with special needs and relevant legislation during the upcoming year. The coalition also held its 2008 annual conference in Orlando, Florida, October 7-8, 2008. The conference theme was "A Home for all: Bringing the Pieces Together." National and state speakers shared their knowledge and experience addressing housing development issues, funding resources, service provisions, best practices, advocacy, awareness and programs for special needs populations. (4) Florida Housing Search.org is being used as a statewide resource to find available and affordable rental housing.

Comments or questions regarding the program or this report should be directed to Ms. Theresa Rush, state HOPWA program coordinator, or Mr. Jason-Earl Brown, reporting staff.

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.

Accomplishments and distribution of funds during the program period year are as follows: The state provided HOPWA services to 2,596 households during the program year and spent \$5,234,447 (includes leveraged funds); 1,359 of the households were served in the prior year, and 861 of those were served in the prior two years. The destination information for the 2,565 HOPWA housing-assisted households is as follows: 70 moved in with friends or relatives; 6 began receiving Section 8 subsidy; 2,388 of the households currently receiving housing assistance remain in private housing; 16 were moved to facilities; and 28 were incarcerated. In the 2,565 households served, another 1,782 individuals reside in the household. Of the 2,565 heads of household continuing to receive assistance, 112 were chronically homeless. The 2,388 households in private housing received \$2,725,554 in tenant-base rental and short-term rent, mortgage, and utility assistance. The state plan is to increase the percentage of individuals in stable housing by identifying resources to supplement HOPWA client incomes and provide non-HOPWA supportive services.

During the reporting period, approximately 64% of funds expended were used for short-term housing activities, consistent with the state Action Plan. The Plan estimated that 2,489 households would be served through the HOPWA program with priority given to persons with low-family incomes. The actual number of households served is 2,596 or 104% of the Plan. This represents a decrease from last year's 2,607 households that received HOPWA housing assistance; this can be attributed an overall statewide increase in housing and utility costs coupled with level-funding for the state HOPWA program.

2. Outcomes Assessed. Assess program goals against actual client outcomes for achieving housing stability, reducing risks of homelessness, and improving access to care. If current year results are lower than the national program targets (80 percent of HOPWA clients maintain housing stability, avoid homelessness and access care), please describe the steps being taken to achieve the national outcome goal in next operating year.

Data collected during the program year reflects that of the 2,565 clients served, 557 are in stable housing and 1,917 are temporarily stable with a reduced risk of homelessness as a result of HOPWA housing assistance. Note that about 30% of the 112 HOPWA eligible individuals that were chronically homeless entering the program are currently in a more stable housing arrangement. The state's assessment of client stability outcomes as a result of short-term emergency housing assistance is that over **96%** of households served are in a stable or temporarily stable housing arrangement. About 4% of clients are in unstable housing arrangements. As noted above, substantial majority of the clients in unstable housing arrangements were considered chronically homeless at entry in to the state HOPWA program. These clients require additional economic and social service supports to become more self-sufficient; they will continue to be assisted through other state and federal programs. Compared to last year's report, the state has overseen a 6.5% increase in the total number of households in a stable or temporarily stable housing arrangement. This is quite remarkable because the HOPWA program served fewer households in this reporting period.

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.

Coordination with other housing and supportive services agencies was vital to achieving the state program goal to prevent homelessness and provide clients with a stable living situation. Leveraged funds were primarily used for additional housing activities, including permanent housing placement, case management, and other supportive services to address the emergency and long-term housing needs of persons living with HIV/AIDS in the service area. In addition to funds leveraged from Ryan White and state general revenue, Part 2 of this report reflects other specific resources used during the program year.

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

Plans have been made with the Jacksonville HUD office to provide assistance needed on the use of the modified Integrated Disbursements Information System (IDIS).

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, actions taken in response to barriers, and recommendations for program improvement. Provide an explanation for each barrier selected.

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

Barriers: (1) A lack of available, affordable housing and low-income housing providers are barriers to housing stability in the state. Safe, affordable housing is inadequate. Hurricanes contributed to a decrease in available affordable housing, as well as an increase in the number of households needing housing support. Clients are displaced because affordable housing damaged by hurricanes was not rebuilt in some areas. Also, in some areas, there is a continuous immigration of students, faculty and professionals, from throughout the state, the nation and the world, which impacts housing demand, keeps property highly valued, and often unaffordable for affected community members, (2) The typical client has poor or no credit history and credit checks are often performed by landlords preventing some clients from obtaining permanent affordable housing. The cost of living in some areas of the state impacts clients’ housing stability. Many clients’ primary source of income is Social Security or Social Security Disability that does not cover average costs of maintaining stable housing. The number of housing emergencies that ultimately put clients at risk of homelessness is related to income and service needs. (3) Loss of private support for clients from many non-profit and faith-based groups that previously helped to address housing emergencies such as, United Way, Salvation Army, etc., has had an impact on housing. These agencies have revised their focus to rebuild communities and assist persons impacted by hurricanes. (4) Many clients have had eviction filings or no rental history, living with relatives, verbal lease agreement or other arrangements and public housing authorities require rental history to obtain housing in some areas. (5) Fair market rents in some areas are not consistent with the actual amount charged for rent. Property taxes have increased dramatically over the last few years and this increase has impacted rents. (6) Support for re-entry of formerly incarcerated persons into the community is still improving, but remains inadequate. Formerly incarcerated persons with HIV/AIDS are at high risk for homelessness or returning to the criminal justice system. These persons often encounter the twin-barriers of employment and access to rental housing due to limitations imposed by criminal background history.

The state’s response: In addition to partnering with other specialty programs to increase resources, the state continued cooperative efforts in working with agencies providing community, tenancy, and employment supports. The state expanded resources through available federal and state funding to address housing needs of people with HIV/AIDS who are leaving jails and prisons. State partners continue to approach land/property owners and developers to strongly consider building affordable rental housing units to increase the low-income housing inventory in Florida. A new statewide resource to find and qualify clients for affordable available rental housing, previously mentioned, is being used. The tenant-based rental assistance pilot program commenced July 1, 2008 and it is expected that TBRA will be extended statewide to meet the long-term housing needs of clients and increase housing stability.

The state's recommendations: All case management providers should be reasonably knowledgeable of the resources that are available for housing and support services through federal, state, and local programs. Therefore, staff competence regarding community, housing, and employment supports as well as other social, health and economic services supports should be regularly enhanced. The state will continue to work toward improving staff knowledge and competence in housing-related issues such as housing affordability strategies, resources, fair housing practices, and tenant-landlord issues. The state will continue efforts to enhance and expand capacity of housing resources, ensure community-wide strategies and partnerships to provide affordable housing that is accessible to persons living with HIV/AIDS, and to promote client independence. The state will continue to advocate for additional resources that will significantly expand programs that work. We will also establish new programs to provide resources that are more flexible and more likely to contribute to maintaining affordable housing. The state will continue to encourage housing providers to pursue all housing grant funding opportunities. The state will further encourage appropriate modifications of housing programs to address housing instability as it is a significant barrier to employment and health care.

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.

Trends facing communities that may affect the way in which the needs of persons living with HIV/AIDS are being address include: (1) a serious decrease in the housing stock partly as a result of the hurricanes of 2004 and 2005 and the new face of homeless households have been created. Hurricanes have caused excessive damage to many low-income properties. In addition, property values have increased in some areas over 27%, and property owners have opted to sell, decreasing even further the inventory of low-income housing. Since the hurricanes, the average cost of rental property, unless unsafe and below standards, far exceeds fair market rents. The lack of affordable housing further impacts recruitment and stability of middle-income persons (teachers, law enforcement officers, fire/emergency personnel, etc.). (2) The cost of housing has risen, along with land, material, and labor; therefore, Florida's housing programs continue to be impacted in that programs are producing less than half of what was produced prior to the hurricanes. (3) Households that cannot keep current with rent or mortgage payments face eviction or foreclosure, while the demand for emergency financial and housing assistance keeps growing. The increased cost of housing continues to place more households in financial crisis. With thousands of low income properties destroyed and many more damaged by hurricanes, there will be even more households facing homelessness.

In addition to hurricanes becoming more intense and rising housing costs, other trends facing communities in the state include:

- Awareness of HIV+ status is increasing.
- Population increases statewide with a significant increase in central Florida.
- Property insurance is increasing
- Maintenance of property insurance is difficult in some parts of the state as companies leave the area.
- Property taxes continue to increase which further impacts rental costs.
- Rental housing is out of reach for low-income, minimum wage earners.
- Down sizing of large corporations is seriously affecting the financial status of workers and the ability of low-income households to maintain affordable housing.
- High-income condo conversions impacting affordable housing.

The state will continue to focus on key areas of inter-agency coordination and improving access to needed services through available resources and the strengthening of state and local partnerships.

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

There were no special studies or assessments of the HOPWA program conducted during the reporting period.

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 housing assistance but are not currently served by HOPWA in this service area.

In Line 1, report the total unmet need of the geographical service area, as reported in *Unmet Needs for Persons with HIV/AIDS*, Table 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.*

In Rows a through c, enter the number of HOPWA-eligible households by type of housing assistance whose housing needs are not met. For an approximate breakdown of overall unmet need by type of housing assistance refer to the Consolidated or Annual Plan (s), CPMP tool or local distribution of funds.

1. Assessment of Unmet Need for HOPWA-eligible Households

1. Total number of households that have unmet housing needs	= 2,034
From Item 1, identify the number of households with unmet housing needs by type of housing assistance	
a. Tenant-Based Rental Assistance (TBRA)	= 352
b. Short-Term Rent, Mortgage and Utility payments (STRMU)	= 1,283
c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities	= 422

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

<input checked="" type="checkbox"/> = Data as reported in the area Consolidated Plan, e.g. Table 1B, CPMP charts, and related narratives
<input type="checkbox"/> = Data established by area HIV/AIDS housing planning and coordination efforts, e.g. Continuum of Care
<input type="checkbox"/> = Data from client information provided in Homeless Management Information Systems (HMIS)
<input type="checkbox"/> = Data from project sponsors or housing providers, including waiting lists for assistance or other assessments on need
<input type="checkbox"/> = Data from prisons or jails on persons being discharged with HIV/AIDS, if mandatory testing is conducted
<input type="checkbox"/> = Data from local Ryan White Planning Councils or reported in CARE Act Data Reports, e.g. number of clients with permanent housing
<input type="checkbox"/> = 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

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.

[1] Sources of Leveraging		Total Amount of Leveraged Dollars (for this operating year)	
		[2] Housing Assistance	[3] Supportive Services and other non-direct housing costs
1.	Program Income	=	=
2.	Federal government: Other Public housing assistance	= 176,648	=
	Ryan White and Medicare	= 60,143	= 291,209
	Section 8	= 525,520	=
	FEMA	= 13,250	=
3.	State government: State tax credits	= 15,144	=
	CDBG	= 78,815	=
	State General Revenue	= 28,835	= 51,885
	SHIP/TBRA	= 65,997	=
4.	Local government (please specify)	=	=
	Volusia Co. Human Services	=	= 1,520
	Monroe Co. Advisory Housing Services Board	=	= 2,016
	Lee Co. Human Services	= 2,790	=
5.	Foundations and other private cash resources: Self-pay	= 23,699	= 1,002
	Social Service Agencies	= 6,880	= 200
	Religious Organizations	= 1,780	= 710
	Klause-Murphy/Broadway Cares	= 14,725	= 1,402
6.	In-kind Resources	=	= 8,000
7.	Resident rent payments in Rental, Facilities, and Leased Units	=	= 7,743
8.	Grantee/project sponsor (Agency) cash	= 1,078	= 4,538
9.	SUBTOTAL (Sum of 1-7)	= 991,605	= 368,823

End of PART 2

PART 3: Accomplishment Data - Planned Goal and Actual Outputs

In Chart 1, enter performance information (goals and actual outputs) for all activities undertaken during the operating year supported with HOPWA funds. Performance is measured by the number of households and units of housing that were supported with HOPWA or other federal, state, local, or private funds for the purposes of providing housing assistance and support to persons living with HIV/AIDS and their families. *Note: The total households assisted with HOPWA funds and reported in PART 3 of the CAPER should be the same as reported in the annual year-end IDIS data, and goals reported should be consistent with the Annual Plan information. Any discrepancies or deviations should be explained in the narrative section of PART 1.*

1. HOPWA Performance Planned Goal and Actual Outputs

HOPWA Performance Planned Goal and Actual		Output Households				Funding	
		HOPWA Assistance		Non-HOPWA		e.	f.
		a.	b.	c.	d.		
		Goal	Actual	Goal	Actual	HOPWA Budget	HOPWA Actual
Housing Subsidy Assistance		Output Households					
1.	Tenant-Based Rental Assistance	45	31			393173	259651
2a.	Households in permanent housing facilities that receive operating subsidies/leased units						
2b.	Households in transitional/short-term housing facilities that receive operating subsidies/leased units						
3a.	Households in permanent housing facilities developed with capital funds and placed in service during the program year						
3b.	Households in transitional/short-term housing facilities developed with capital funds and placed in service during the program year						
4.	Short-Term Rent, Mortgage and Utility Assistance	2464	2534			2534227	2465903
5.	Adjustments for duplication (subtract)						
6.	Total Housing Subsidy Assistance	2495	2565			2793878	2725554
Housing Development (Construction and Stewardship of facility based housing)		Output Units					
7.	Facility-based units being developed with capital funding but not opened (show units of housing planned)						
8.	Stewardship Units subject to 3 or 10 year use agreements						
9.	Total Housing Developed						
Supportive Services		Output Households					
10a.	Supportive Services provided by project sponsors also delivering HOPWA housing assistance	2489	2596			818875	841060
10b.	Supportive Services provided by project sponsors serving households who have other housing arrangements						
11.	Adjustment for duplication (subtract)						
12.	Total Supportive Services	2489	2596			818875	841060
Housing Placement Assistance Activities							
13.	Housing Information Services						
14.	Permanent Housing Placement Services	130	140			320461	266537
15.	Adjustment for duplication						
16.	Total Housing Placement Assistance	130	140			320461	266537
Grant Administration and Other Activities							
17.	Resource Identification to establish, coordinate and develop housing assistance resources					107869	94867
18.	Technical Assistance (if approved in grant agreement)						
19.	Grantee Administration (maximum 3% of total HOPWA grant)					105952	86552
20.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					358380	358380
Total Expenditures for program year (Sum of rows 6, 9, 12, 16, and 20)						4425116	4191531

2. Listing of Supportive Services

Report on the use of HOPWA funds for all supportive services. In Rows 1 through 16, provide the (unduplicated) total of all households and expenditures for each type of supportive service for all project sponsors.

Supportive Services		Number of <u>Households</u> Receiving HOPWA Assistance	Amount of HOPWA Funds Expended
1.	Adult day care and personal assistance		
2.	Alcohol and drug abuse services		
3.	Case management/client advocacy/ access to benefits & services	2,596	841,060
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		
11.	Mental health services		
12.	Outreach		
13.	Transportation		
14.	Other Activity (if approved in grant agreement). Specify:		
15.	Adjustment for Duplication (subtract)		
16.	TOTAL Households receiving Supportive Services (unduplicated)	2,596	841,060

End of PART 3

Part 4: Summary of Performance Outcomes

HOPWA Long-term Performance Objective: *Eighty percent of HOPWA clients will maintain housing stability, avoid homelessness, and access care each year through 2011.*

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

In Column 1, report the total number of eligible households that received HOPWA housing assistance, by type. In Column 2, enter the number of households continuing to access each type of housing assistance, the following year. In Column 3, report the housing status of all households that exited the program. Columns 2 (Number of Households Continuing) and 3 (Exited Households) summed will equal the total households reported in Column 1. *Note: Refer to the housing stability codes that appear in Part 5: Worksheet - Determining Housing Stability Outcomes.*

[A] Permanent Housing Assistance	[1] Total Number of Households Receiving Housing Assistance	[2] Assessment: Number of Households Continuing with this Housing (per plan or expectation for next year)		[3] Assessment: Number of Exited Households and Housing Status	
Tenant-Based Rental Assistance	= 31		= 31	1 Emergency Shelter/Streets	=
				2 Temporary Housing	=
				3 Private Housing	= 31
				4 Other HOPWA	=
				5 Other Subsidy	=
				6 Institution	=
				7 Jail/Prison	=
				8 Disconnected/Unknown	=
				9 Death	=
Permanent Supportive Housing Facilities/Units	= 0		= 0	1 Emergency Shelter/Streets	=
				2 Temporary Housing	=
				3 Private Housing	=
				4 Other HOPWA	=
				5 Other Subsidy	=
				6 Institution	=
				7 Jail/Prison	=
				8 Disconnected/Unknown	=
				9 Death	=
[B] Transitional Housing Assistance	[1] Total Number of Households Receiving Housing Assistance	[2] Of the Total Number of Households Receiving Housing Assistance this Operating Year		[3] Assessment: Number of Exited Households and Housing Status	
Transitional/Short-Term Supportive Facilities/Units	= 0	Total number of households that will continue in residences:	=	1 Emergency Shelter/Streets	=
		2 Temporary Housing	=		
		3 Private Housing	=		
		4 Other HOPWA	=		
		5 Other Subsidy	=		
		6 Institution	=		
		7 Jail/Prison	=		
		8 Disconnected/unknown	=		
		9 Death	=		
Total number of households whose tenure exceeded 24 months:	=	5 Other Subsidy	=		
6 Institution	=	7 Jail/Prison	=		
8 Disconnected/unknown	=	9 Death	=		

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

Report the total number of households that received STRMU assistance in Column 1. In Column 2, identify the result of the housing assessment made at time of assistance, or updated in the operating year. (Column 3 provides a description of housing outcomes; therefore, data is not required.) In Row 1a, enter the total number of households served in the prior operating year that received STRMU assistance this year. In Row 1b, enter the total number of households that received STRMU Assistance in the 2 prior operating years that received STRMU assistance this year. *Note: The sum of Column 2 should equal the number of households reported in Column 1.*

Assessment of Households receiving STRMU Assistance

[1] STRMU Housing Assistance	[2] Assessment of Housing Status		[3] HOPWA Client Outcomes
= 2,534	Maintain Private Housing without subsidy (e.g. Assistance provided/completed and client is stable, not likely to seek additional support)	= 461	<i>Stable/Permanent Housing (PH)</i>
	Other Private Housing without subsidy	= 14	
	Other HOPWA support (PH)	= 32	
	Other housing subsidy (PH)	= 6	
	Institution (e.g. residential and long-term care)	= 14	
	Likely to maintain current housing arrangements, with additional STRMU assistance	= 1,831	<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
	Transitional Facilities/Short-term (e.g. temporary or transitional arrangement)	= 16	
	Temporary/non-permanent Housing arrangement (e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days)	= 70	
	Emergency Shelter/street	= 17	<i>Unstable Arrangements</i>
	Jail/Prison	= 28	
Disconnected	= 34		
Death	= 11	<i>Life Event</i>	
1a. Total number of households that received STRMU assistance in the prior operating year that also received STRMU assistance in the current operating year.			= 1359
1b. Total number of those households that received STRMU assistance in the two (2 years ago) prior operating years that also received STRMU assistance in the current operating year.			= 861

Section 3. HOPWA Outcomes on Access to Care and Support

1A. Status of Households Accessing Care and Support by Project Sponsors delivering HOPWA Housing Assistance/Housing Placement/Case Management

Use Table 1 A for project sponsors that provide HOPWA housing assistance/housing placement with or without case management services. In Table 1A, identify the number of client households receiving any type of HOPWA housing assistance that demonstrated improved access or maintained connections to care and support within the program year by: having a housing plan; having contact with a case manager/benefits counselor; visiting a primary health care provider; accessing medical insurance/assistance; and accessing or qualifying for income benefits. *Note: For information on types and sources of income and medical insurance/assistance, refer to Charts 1C and 1D.*

Categories of Services Accessed	Households Receiving Housing Assistance within the Operating Year	Outcome Indicator
1. Has a housing plan for maintaining or establishing stable on-going housing.	2,596	Support for Stable Housing
2. Has contact with case manager/benefits counselor consistent with the schedule specified in client's individual service plan.	2,596	Access to Support
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan.	2,511	Access to Health Care
4. Has accessed and can maintain medical insurance/assistance.	2,283	Access to Health Care
5. Successfully accessed or maintained qualification for sources of income.	2,565	Sources of Income

1B. Number of Households Obtaining Employment

In Table 1B, identify the number of recipient 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. *Note: This includes jobs created by this project sponsor or obtained outside this agency.*

Categories of Services Accessed	Number of Households that Obtained Employment	Outcome Indicator
Total number of households that obtained an income-producing job	559	Sources of Income

Chart 1C: Sources of income include, but are not limited to the following (Reference only)

<ul style="list-style-type: none"> • Earned Income • Unemployment Insurance • Supplemental Security Income (SSI) • Social Security Disability Income (SSDI) • Veteran's Disability Payment • General Assistance, or use local program name • Temporary Assistance for Needy Families (TANF) income, or use local program name 	<ul style="list-style-type: none"> • Veteran's Pension • Pension from Former Job • Child Support • Alimony or Other Spousal Support • Retirement Income from Social Security • Private Disability Insurance • Worker's Compensation
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Chart 1D: Sources of medical insurance and assistance include, but are not limited to the following (Reference only)

<ul style="list-style-type: none"> • MEDICAID Health Insurance Program, or local program name • Veterans Affairs Medical Services • State Children's Health Insurance Program (SCHIP), or local program name 	<ul style="list-style-type: none"> • MEDICARE Health Insurance Program, or local program name • AIDS Drug Assistance Program (ADAP) • Ryan White-funded Medical or Dental Assistance
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2A. Status of Households Accessing Care and Support through HOPWA-funded Services receiving Housing Assistance from Other Sources

In Table 2A, identify the number of client households served by project sponsors receiving HOPWA-funded housing placement or case management services who have other and housing arrangements that demonstrated improved access or maintained connections to care and support within the program year by: having a housing plan; having contact with a case manager/benefits counselor; visiting a primary health care provider; accessing medical insurance/assistance; and accessing or qualifying for income benefits. *Note: For information on types and sources of income and medical insurance/assistance, refer to Charts 2C and 2D.*

Categories of Services Accessed	Households Receiving HOPWA Assistance within the Operating Year	Outcome Indicator
1. Has a housing plan for maintaining or establishing stable on-going housing.		<i>Support for Stable Housing</i>
2. Successfully accessed or maintained qualification for sources of income.		<i>Sources of Income</i>
3. Had contact with a primary health care provider consistent with the schedule specified in clients individual service plan.		<i>Access to Health Care</i>
4. Has accessed and can maintain medical insurance/assistance.		<i>Access to Health Care</i>
5. Has contact with case manager, benefits counselor, or housing counselor consistent with the schedule specified in client’s individual service plan.		<i>Access to Support</i>

2B. Number of Households Obtaining Employment

In Table 2B, identify the number of recipient 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. *Note: This includes jobs created by this project sponsor or obtained outside this agency.*

Categories of Services Accessed	Number of Households that Obtained Employment	Outcome Indicator
Total number of households that obtained an income-producing job		<i>Sources of Income</i>

Chart 2C: Sources of income include, but are not limited to the following (Reference only)

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

Chart 2D: Sources of medical insurance and assistance include, but are not limited to the following (Reference only)

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

End of PART 4

PART 5: Worksheet - Determining Housing Stability Outcomes

1. This chart is designed to assess program results based on the information reported in Part 4.

Permanent Housing Assistance	Stable Housing (# of households remaining in program plus 3+4+5+6=#)	Temporary Housing (2)	Unstable Arrangements (1+7+8=#)	Life Event (9)
Tenant-Based Rental Assistance (TBRA)	31			
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)	526	1,917	80	11
Total HOPWA Housing Assistance	557	1,917	80	11

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 5

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

Grantees that use HOPWA funding for new construction, acquisition, or substantial rehabilitation are required to operate their facilities for HOPWA eligible individuals for at least ten years. If non-substantial rehabilitation funds were used they are required to operate for at least three years. Stewardship begins once the facility is put into operation. This Annual Certification of Continued HOPWA Project Operations is to be used in place of other sections of the APR, in the case that no additional HOPWA funds were expended in this operating year at this facility that had been acquired, rehabilitated or constructed and developed in part with HOPWA funds.

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 Leveraging

Housing Assistance	Number of Units Receiving Housing Assistance with HOPWA funds	Amount of Leveraging from Other Sources Used during the Operating Year
Stewardship units (developed with HOPWA funds but no current operations or other HOPWA costs) subject to 3 or 10 year use periods		

3. Details of Project Site

Name of HOPWA-funded project site	
Project Zip Code(s) and Congressional District(s)	
Is the address of the project site confidential?	<input type="checkbox"/> Yes, protect information; do not list. <input type="checkbox"/> Not confidential; information can be made available to the public.
If the site address is not confidential, please provide the contact name, phone, email, and physical address, if different from business 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	Signature & Date (mm/dd/yy)
Name & Title of Contact at Grantee Agency <i>(person who can answer questions about the report and program)</i>	Contact Phone (with area code)

End of PART 6

APPENDIX 1

MONITORING

MONITORING COMPLIANCE WITH THE STATE'S CONSOLIDATED PLAN

Although the Department of Community Affairs has assumed the responsibility for the coordination and development of the state's Consolidated Plan, each affected agency is responsible for ensuring that their respective programs are administered in accordance with the Plan. The administrators of the programs (Small Cities CDBG, ESG, HOME and HOPWA) have the primary responsibility for ensuring that components of the Consolidated Plan and Annual Action Plan that relate to the program they oversee accurately describes the manner in which the program is administered. Administrators must ensure that the programs are in compliance with applicable federal and state rules and regulations.

Federal and state laws, and the administrative rules adopted to carry out these laws, are very specific with respect to how the programs are to be implemented. These laws, rules and regulations are incorporated into the Consolidated Plan (specifically, the Annual Action Plan which describes the use of funds). Therefore, as long as administrators comply with applicable federal and state laws and administrative rules, it can to some extent be assumed that the programs are in compliance with the Consolidated Plan.

The administrators and the staff of the four programs maintain contact throughout the year and meet as necessary to ensure that issues relating to the Plan are appropriately addressed. Each agency has its own inspector general that from time-to-time monitors the programs within the agency. In addition, the state Auditor General's office and HUD regularly monitor the programs. All of the affected agencies rely on both state and federal monitoring as a means of noting problem areas.

The Department of Community Affairs frequently certifies that applications for funding projects administered by the Florida Housing Finance Corporation are consistent with the state's Consolidated Plan. Projects that further the goals of fair housing and equal opportunity, affordable housing, reducing hazards such as lead based paint, assisting the special needs population, improving infrastructure, creating jobs, and revitalizing downtown areas are typically consistent with the goals and objectives outlined in the state's Consolidated Plan.

MONITORING OF THE CDBG PROGRAM

State Program Administration Monitoring

Almost every year, the Florida Auditor General and HUD monitor the state's administration of the programs covered in the Consolidated Plan (the ESG, HOME, HOPWA and Small Cities CDBG program). In addition, from time to time, each agency's internal auditor performs an audit of the program. Each of these audits assesses the state's performance in administering the program in accordance with state and federal rules and regulations. When audit findings are noted, the programs take immediate steps to resolve the deficiency. Program management staff and job responsibilities should facilitate internal monitoring to ensure that federal rules and regulations are being carried out. Checklists and grant manuals help staff ensure that appropriate procedures are being followed.

CDBG Grants Management and Subgrantee Monitoring

The program uses a regional approach that divides the state into the same areas as those served by the state's regional planning councils for monitoring subgrantees. Grant managers are assigned to regions so that they can become familiar with the area's needs and can better provide technical assistance and resolve problems.

The Department of Community Affairs has developed a standardized system for monitoring subgrantee compliance with federal and state rules and regulations. This monitoring actually begins at the time of project site visit before an award is made. As soon as applications for funding are scored and ranked, site visits are made to the potential recipients. At this time, staff confirm that any policies or procedures that need to be adopted in order to meet application criteria or departmental rules are in place. Audits from the previous two years are also reviewed to ensure that there are no unresolved audit findings that impact the administration of a project funded with CDBG dollars. Staff then verifies the data provided in the application for funds.

When an award is made, special conditions are included in the contract. These are preliminary administrative requirements that the subgrantee must comply with (i.e., items relating to procurement, environmental review, plans and specifications, etc.). The Department grant manager assigned to the project is responsible for seeing that the special conditions are satisfied within the given length of time. All contracts are monitored at least

twice; a desk monitoring is completed when approximately 25% of the funds are drawn and an on-site visit is made immediately prior to closeout. Economic Development grants may be monitored three or more times, depending upon the need for technical assistance from the Department and upon the monitor's assessment of the subgrantee's administration of the project. The Department will conduct additional on-site monitoring visits as the need arises. Grantees that are experiencing difficulties will be monitored on-site as often as is necessary to ensure compliance with federal and state regulations.

Monitoring checklists that address all rules and regulations are used during the monitoring process. These checklists ensure that all phases of contract administration are appropriately reviewed during the course of the grant. Following a monitoring visit, the Department's grant manager prepares a monitoring report that is mailed to the subgrantee that lists any deficiencies in the implementation or administration of the grant and the actions that the subgrantee needs to take to resolve the findings. If no findings are noted, but areas of potential concern are discovered, the Department advises the subgrantee of these concerns so that the local government can take steps to ensure that the concerns do not become findings.

In addition to this monitoring, the Department reviews the annual audit of the subgrantee to ensure that no audit findings that impact the subgrantee's administration of the program exist. If the Department discovers that the local government's auditor has identified areas that need to be addressed, the local government is notified of the findings and the actions that should be taken to resolve the issue. Finally, the Department uses a comprehensive closeout document that in some ways serves as a final desktop monitoring of the project. Contracts are not closed until all requirements have been fulfilled and funds appropriately accounted for.

All monitoring is conducted in accordance with HUD guidelines as well as applicable federal and state rules and regulations. Grantees that appear to be experiencing administrative problems are monitored more frequently than those whose activities are taking place in a timely manner without any difficulties in management or reporting to the Department.

Currently, the Department is on-time with respect to monitoring subgrantees, and subgrantees are for the most part moving ahead with projects in a timely manner. Monitoring reports are being issued in a timely manner and staff follow up on all findings and concerns to ensure that they are satisfactorily resolved. Subgrantees are required to make at least one request for funds each quarter (based on the approved work plan and satisfactory progress of the grant activities), and payments are being made in a timely manner. Financial reconciliations indicate that the draws made in IDIS match the requests received for payments from subgrantees. Although there is always room for improvement, staff are not aware of any major issues related to monitoring or payments. Overall, the Department has fewer open contracts with subgrantees than it has had in a number of years. This confirms the timeliness of state and local efforts.

It should also be noted that the CDBG grant management system contains information on all aspects of program administration, including monitoring of subgrantees. Reports can be printed that reflect the dates of monitoring visits, areas monitored, the findings and concerns noted, when they were resolved and what areas still need to be monitored. The system also contains information on the environmental assessment for each grant awarded, special contract conditions (and the dates they were met), procurement and labor standards issues, payments made (by line item activity), accomplishments and beneficiaries, and reporting information (audits, quarterly reporting, contractual obligations and minority business enterprise reporting, etc.). Numerous reports can be easily printed to enable the CDBG grant manager to better track the status of subgrantee activities.

APPENDIX 2

LEAD-BASED PAINT HAZARDS

The CDBG, ESG, HOPWA, and HOME programs all follow the lead-based paint rules and regulations that apply to the funds they administer. From time-to-time, these agencies participate in lead-based paint workshops offered by HUD and other organizations. However, the programs rely on the Florida Department of Health for information and training relating to lead-based paint. The Department of Health maintains a website with information relating to lead-based paint issues. The website includes educational materials, map that show areas within the state where lead-based paint may be present, reports on activities and other information.

When housing units are rehabilitated with HUD funds, including CDBG funding, federal guidelines regarding the safe removal of lead based paint, as well as asbestos, are carefully followed. Experts are called in to conduct "testing" and "abatement" as necessary. Rehabbed units must be brought up to the minimum building code, and local building code inspectors must sign off on all rehabs when completed.

APPENDIX 3

ACQUISITION AND RELOCATION

Florida Small Cities CDBG Program Procedures

Acquisition of real property under the CDBG program and the relocation of individuals and families displaced by acquisitions, must comply with the Uniform Relocation Assistance (URA) and Real Property Acquisitions Policies Act of 1970 (referred to in this section as the Uniform Act). Most of the acquisitions that occur under the Florida Small Cities CDBG Program are voluntary acquisitions that do not trigger the Uniform Act.

Because of the strict federal regulations concerning acquisition and relocation, the CDBG Program provides all local governments with detailed information on the Uniform Act, how to carry out the processes that are covered by the Act and examples of documents that are needed when acquiring property or relocating a household. Training on acquisition and relocation is covered annually at the application and implementation workshops. Materials are also posted to the Department's website and printed in the grant administration manual. The Department's informational message entitled *When a Public Agency Acquires Your Property* serves as the acquisition policy. If a different policy is adopted by a local government, it must be at least as stringent as the Uniform Act.

When a CDBG-funded project or activity results in the acquisition of real property or the displacement of persons, the Uniform Act and its implementing regulations set forth in 49 CFR Part 24 apply. "Displacement" means the involuntary and permanent movement of persons (individuals, families, businesses, organizations, or farms) from their properties as a result of (1) an activity assisted in whole or in part with CDBG funds; or (2) a non-CDBG assisted activity where such activity is a prerequisite for an activity carried out with CDBG funds (e.g., acquisition of land with local funds for a neighborhood facility to be constructed with CDBG funds). Section 104(d) of Title I of the Housing and Community Development Act of 1974 requires that reasonable relocation benefits be provided to all persons displaced as a result of the CDBG program, including persons being addressed by demolition/ relocation. It provides an additional "layer" of benefits for LMI families being relocated or displaced by a CDBG project.

CDBG relocation activities require that the recipient develop, adopt and provide to persons being displaced, a written statement of the policy standards it will use for providing relocation assistance. The flexibility of the rule allows the recipient to provide assistance at higher levels if it elects to do so. A Relocation Policy must ensure fair, consistent, and equitable treatment of persons displaced as a result of CDBG-funded activities, regardless of race, color, religion, national origin, sex, age, handicap status, or source of income.

The Department requires all applicants for CDBG funds to evaluate the proposed activities to assess their potential to cause temporary or permanent displacement or other hardships to LMI persons. The recipient is also required to describe in the application for funding actions that will be taken to mitigate any adverse effects resulting from CDBG-funded activities that cause displacement. Displaced persons may be eligible for two types of relocation payments: moving costs and replacement housing payments.

If an activity requires acquisition or relocation, the grant manager discusses the issues during the site visit prior to awarding the grant and again when the contract is executed. The grant manager provides technical assistance as the activity is carried out to ensure that the Uniform Act is followed. The grant manager monitors activities using standardized checklists to ensure that all actions taken are in line with the Uniform Act.

During July 2008, Phil Fortenberry, a HUD URA representative, provided training and technical assistance to the Department's CDBG grant managers. He explained the overall requirements as related to the CDBG Program and allowed staff to ask questions. He also reviewed and offered suggestions for improving some of the Program's monitoring forms and other information.

APPENDIX 4

REMOVING BARRIERS TO AFFORDABLE HOUSING

The CDBG Program

The CDBG program promotes affordable housing through rehabilitation and replacement of substandard housing in local communities. This effort assists communities in maintaining a much needed affordable housing stock. The program also monitors local governments for compliance with fair housing and equal opportunity laws that can assist in removing barriers to affordable housing.

The SHIP Program

Florida has established dedicated funding for affordable housing for all counties and 48 cities called the State Housing Initiatives Partnership (SHIP) Program. To qualify for SHIP participation, local governments must review local land development regulations and adopt housing incentives within a year of being approved to participate. Each local government must review ten categories of land development regulations and, at a minimum, adopt an expedited review process and a regulatory costing provision. A local government must specify the estimated additional costs any new regulation or ordinance will add to the cost of housing. All local governments eligible to participate in SHIP have elected to do so. Through this process, many local governments have gone beyond the minimum in reforming their land development regulations to promote affordable housing.

Requirements in State Administered Housing Programs

Florida Housing Finance Corporation administers a number of federal and state housing programs, including HOME, primarily through competitive processes that require developers to submit applications for scoring. Part of the scoring process has evolved to encourage local government support of the proposed housing by providing more points for local funding contributions.

Local Comprehensive Planning Process

The Division of Community Planning, within the Department of Community Affairs, works with local governments on local planning issues, including those relating to affordable housing. Technical assistance is provided to local staff in developing the housing element of the local plan. All local plans are reviewed by the Division.

Adoption of a Statewide Building Code

A statewide building code was adopted in the year 2000 and is maintained by the Florida Building Commission and enforced by local jurisdictions. Many believe that a single code will go far to reduce the confusion and complexity of building codes, thus making development more efficient.

The Affordable Housing Catalyst Program

Florida has an affordable housing training and technical assistance program available to staffs of local governments and community based organizations. The program provides training through workshops, manuals and a hotline in the areas of real estate and development, and program administration. The purpose of the Catalyst Program is to build capacity to address affordable housing needs across the state.

APPENDIX 5

THE STATE'S ACTIONS TO ADDRESS IMPEDIMENTS TO FAIR HOUSING

The Florida Commission on Human Relations is the state agency charged with ensuring "fair treatment and equal access" for all persons in Florida. The agency investigates and mediates complaints related to fair housing and equal opportunity. The Commission publishes an annual report that provides detailed information about the initiatives undertaken at the state level. The report reflects many important accomplishments made on behalf of the State of Florida, and can be accessed online at:

<http://fchr.state.fl.us/fchr/content/download/2638/7507/file/2007%20-%202008%20Annual%20Report.pdf>

The Department reports to HUD twice a year on Contractual Obligations and Minority Business Enterprises. The reports indicate how much of the pass-through funds go to Section 3, women owned or minority business enterprises. The reports are submitted in May and October.

The Department recently added race and ethnicity to its Quarterly Status Report so that staff could more carefully track the race and ethnicity of the persons being served by grant projects. Race and ethnicity information relating to the beneficiaries of the program is also reported at the time of grant closeout. The closeout also includes information on whether or not female headed households, elderly and disabled persons were served. This information is reported to HUD on the PER spreadsheets annually. Information reported in IDIS reflects numbers of beneficiaries by race, ethnicity, disabled, elderly and female-headed households.

The Department has just begun to reassess the impediments to fair housing. This analysis will be submitted to HUD along with the Consolidated Plan for 2010-2015. Progress made in overcoming the impediments will be summarized annually.

Training

The Department contracted with J-Quad, Inc. in Dallas, Texas to develop a compendium of "best practices" from around the nation. This project, completed during the 2005 Fiscal Year, provided for the development of training materials that were distributed in printed and electronic format and three workshops that included PowerPoint presentations. The training boosted staff competency to conduct local workshops on fair housing and equal opportunity. The work performed under this contract continues to result in fair housing activities at the local level that are more meaningful to the communities.

Florida Small Cities CDBG Program Requirements

Because Florida's population is so diverse, the state is especially concerned about fair housing and equal opportunity. At the state level, the Florida Commission on Human Relations has been charged with responsibilities relating to civil rights issues, including fair housing and equal opportunity. In addition, each of the programs funded by the U.S. Department of Housing and Urban Development (HUD), and administered by the state, have responsibilities for addressing the impediments to fair housing, taking steps to affirmatively further fair housing, and to address other civil rights issues. The certifications provided with the Annual Action Plan contain the "affirmatively further fair housing" certification, and each program reports on their initiatives.

CDBG's Activities

Target Areas and Persons Served

Unlike Entitlements, the state does not target funding to a particular area. Because approximately 248 local governments throughout the state are eligible to apply for CDBG funds, awards are based on competitively scored applications. The application process favors applications from local governments that have undertaken fair housing and equal opportunity activities such as adopting a fair housing ordinance, conducting workshops within the community, etc.

The Program reports on areas served and the beneficiaries (race, ethnicity, elderly, disabled, etc.) in IDIS and in the Annual Performance Report. Local governments cannot provide the race and ethnicity of all beneficiaries at the time of application. Therefore, this information is reported at the time of closeout and is reflected annually in the performance report.

Local Compliance

The Small Cities CDBG Program provides guidance to local governments by providing sample documents and suggestions for fair housing outreach. **Participating local governments have adopted fair housing and equal opportunity policies and are required to conduct at least one fair housing activity each year that they have an open grant with the Department.** Other compliance measures in place include:

- Local procurement policies must provide for equal opportunity and must be approved by the Department prior to procurement taking place.
- All applications and contracts require certification by local governments that they will comply with all relevant civil rights laws.
- The state presents a statewide Analysis of Impediments to Fair Housing (AI) in the Consolidated Plan every five years. The composite of all local actions that address impediments assists the state in its effort to ensure fair housing and equal opportunity.
- Local governments must provide the Department a Contractual Obligations and Minority Business Enterprise Report twice a year that reflects information on all contracts entered into with CDBG funds. This report requires that minority, women-owned and Section 3 businesses be identified.

Analysis of Impediments

An Analysis of the Impediments (AI) to Fair Housing was included in the Consolidated Plan for Federal Fiscal Years 2005-2010.¹ A committee, consisting of representatives from several agencies and nonprofit organizations, assisted in updating other information in the Plan that related to Fair Housing and Equal Opportunity. The Florida Commission on Human Relations played a central role in the project. Local governments are required to develop an AI for their community and to take steps to overcome known impediments in their community.

Impediment 1: Discrimination in housing sales and rental

Progress

Fair housing efforts are monitored by the state. This includes the review of local government ordinances and resolutions, policies, plans, and other documents relating to fair housing and equal opportunity. Also, the state agencies that administer the HUD programs, as well as the Florida Commission on Human Relations and other Fair Housing Assistance Program (FHAP) agencies, ensure that all reported discrimination is investigated. And, the Department recently produced a public service announcement (PSA) in both English and Spanish that was distributed to all local governments in Florida that can also be used by local media to address fair housing requirements. The PSA has been posted to the Department's website at:

<http://www.floridacommunitydevelopment.org/cdbg/FairHousing.cfm>

Impediment 2: Lack of existing/available affordable housing stock and the geographic distribution of affordable housing stock

Progress

The CDBG program promotes affordable housing through rehabilitation and replacement of substandard housing in local communities. This effort assists communities in maintaining affordable housing stock. Also, Florida has established dedicated funding for affordable housing called the State Housing Initiatives Partnership (SHIP) Program. To qualify for SHIP participation, local governments must review local land development regulations and adopt housing incentives within a year of approval. Each local government must, at a minimum, adopt an expedited review process and a regulatory costing provision. A local government must specify the estimated additional costs any new regulation or ordinance will add to the cost of housing. All local governments eligible to participate in SHIP have elected to do so. Through this process, many local governments have gone beyond the minimum in reforming their land development regulations to promote affordable housing.

¹ The Department has just begun the process for developing an updated Analysis of Impediments to Fair Housing. This analysis will be submitted to HUD along with the Consolidated Plan for 2010-2015. Progress made in overcoming the impediments will be summarized annually.

As a result of the 2004-05 hurricanes that hit Florida, the State received over \$282 million in CDBG Disaster Recovery Funds. Much of this funding was used for the restoration of affordable housing for low and moderate income persons. As required by federal regulation, funds were allocated to the areas within the state that received the most damage from the storms.

Requirements in State Administered Housing Programs

Florida Housing Finance Corporation administers a number of federal and state housing programs that have competitively scored applications that encourage local government support of proposed housing by providing points for local funding contributions. The Corporation's rental programs are designed to ensure that program resources are spread across the state in order to provide affordable housing in areas where in the past such housing did not exist.

Local Comprehensive Planning Process

The Division of Community Planning, within the Department of Community Affairs, works with local governments on local planning issues, including those relating to affordable housing. Technical assistance is provided to local staff in developing the housing element of the local plan.

Adoption of a Statewide Building Code

A statewide building code is maintained by the Florida Building Commission and enforced by local jurisdictions. This code reduces the confusion and complexity of building codes, thus making development more efficient.

The Affordable Housing Catalyst Program

Florida has an affordable housing training and technical assistance program available to staffs of local governments and community-based organizations. The program provides training through workshops, manuals and a hotline in the areas of real estate and development, and program administration. The purpose of the Catalyst Program is to build capacity to address affordable housing needs across the state.

Impediment 3: Lack of public education and awareness regarding rights and responsibilities under federal, state, and local fair housing laws

Progress

The Florida Small Cities CDBG Program requires that local governments conduct at least one fair housing activity each year and awards extra points on an application for training events. All state-administered HUD programs require compliance with fair housing and the prominent display of information for the benefit of the public. The Department recently produced a public service announcement in both English and Spanish that was distributed to all local governments in Florida that can also be used by local media to address fair housing requirements. The PSA has been posted to the Department's website at: <http://www.floridacommunitydevelopment.org/cdbg/FairHousing.cfm>

Impediment 4: Lack of dedicated fair housing funding and resources

Progress

The Department of Community Affairs worked with a consultant in 2004 to provide training to housing professionals, local government and state agency staff that will facilitate public awareness of rights and responsibilities. The materials provided to CDBG staff and representatives of local governments enabled those that were trained to, in-turn, train others. And, as mentioned under Impediment 3, the Department recently used technical assistance funds to produce a public service announcement appropriate for use in Florida. The Department also encourages local governments to make use of the fair housing resources allocated to the Florida Commission on Human Relations. The Commission conducts an ongoing training program that is available to all interested parties.

Impediment 5: Lack of adequate and effective local fair housing ordinances and enforcement mechanisms

Progress

Local governments are required to have fair housing and equal opportunity plans in order to be eligible to apply for HUD funds administered by the state. Most local governments have adopted ordinances or resolutions. The state takes action to investigate any complaints reported. Further, the CDBG Program monitors fair housing and equal opportunity efforts of its grant recipients.

Impediment 6: Sudden and significant influx of foreign speaking populations in areas of the state which have not experienced this previously

Progress

While Florida is no stranger to foreign speaking populations, the influx of people who do not speak English is starting to affect small towns and rural communities which have never experienced it before. Local staff responsible for providing housing assistance are being encouraged to reach out to foreign speaking populations and to request assistance as needed. Also, the Florida Commission on Human Relations offers fair housing and equal opportunity materials in several languages.

Impediment 7: Unintentional effects of local land use regulations/public policies and/or the results of implementing antiquated land use regulations

Progress

The Division of Community Planning, within the Department of Community Affairs, works with local governments to ensure that local land use regulations and public policies have limited impact on persons who rely on affordable or public housing. Gradually, antiquated land use regulations are being replaced with more progressive policies.

Impediment 8: Lack of a visible, clearly defined state public policy regarding fair housing and fair housing choice in Florida

Progress

The state raises the visibility of federal and state policy regarding fair housing and fair housing choice by incorporating requirements in program rules and applications for funding. The Consolidated Plan workgroup has established a committee to review fair housing issues to be covered in the Consolidated Plan. The state cooperates with HUD, the Commission on Human Relations, and other organizations to conduct and participate in fair housing workshops and training events. And, as described elsewhere in the Action Plan, the Department anticipates entering into a contract with technical assistance funds to produce a public service announcement in both English and Spanish that will be distributed to all local governments in Florida.

Please refer to the State Consolidated Plan and the appendices to this document, for additional information relating to fair housing and equal opportunity.

APPENDIX 6

SECTION 3

The CDBG Program

Beginning with this fiscal year, the State has required grantees to submit Section 3 reports. Data has been entered into a spreadsheet, sorted and summarized. A copy of the state's summary report for the period of July 1, 2008 through June 30, 2009 was sent to HUD under separate cover in September 2009.

The Department has always encouraged Section 3 by requiring certain clauses in all contracts for CDBG projects and onsite monitoring to ensure that local governments are aware of Section 3 and promote Section 3 activities.

The Department also posts information about Section 3 to its website and covers the regulations during grant implementation workshops.

APPENDIX 7

CDBG Monitoring of Fair Housing and Equal Opportunity, Section 3 and Section 504

CDBG staff monitor civil rights, fair housing and Section 3 compliance on-site using standardized monitoring checklists. If findings or concerns are noted during a monitoring visit, staff work with local governments on corrective actions. The following chart reflects monitoring results for the Florida Small Cities CDBG Program during the past fiscal year. **Local governments must resolve all findings and concerns prior to closeout of the grant.**

Sample findings and concerns

- Failure to present 504 policy
- Failure to adopt a 504 policy
- City Hall rest rooms were not equipped for handicapped
- Local government must provide a copy of a job ad
- City was in the process of adopting a 504 policy
- EOE notice not in job advertisements Local government must adopt 504 policy and provide documentation upon completion
- Delay in adoption of policy that reasonably accommodates needs of disabled and included grievance procedure
- Local government must conduct a fair housing activity and / or provide documentation that one has been conducted
- No fair housing documentation
- Local government must conduct a fair housing activity or provide documentation that one has been conducted; failure to present 504 policy

Date	Local Government	Areas Monitored			Findings & Concerns
		Fair Housing & EEO	Section 3	Section 504	
12/30/08	Leon County	Y			
03/04/09	Carrabelle	Y		Y	Local government must conduct a fair housing activity and / or provide documentation that one has been conducted
04/15/09	Graceville	Y			
01/09/08	City of Alachua	Y	Y	Y	
10/01/08	City of Alachua	Y			
01/25/08	Lake City	Y	Y	Y	
12/19/08	Lake City	Y			
10/07/09	Highlands Co	Y			
10/16/07	Highlands Co	Y	Y	Y	
01/17/08	Century	Y			
01/06/09	Century	Y	Y	Y	
03/31/08	Santa Rosa Co	Y		Y	
08/05/08	Santa Rosa Co	Y	Y		Local government must conduct a fair housing activity and / or provide documentation that one has been conducted
03/31/08	Apalachicola	Y	Y	Y	
07/31/09	Lake City	Y	Y	Y	
10/02/08	High Springs	Y			
07/29/08	Dixie County	Y			
06/25/08	Lafayette Co	Y	Y	Y	
02/20/09	Lafayette Co	Y	Y		
09/30/09	Baker County	Y	Y	Y	
01/08/09	Mexico Beach	Y	Y	Y	
12/02/08	DeFuniak Springs	Y	Y	Y	
12/18/08	Qunicy	Y			No fair housing documentation
07/31/09	Lake City	Y	Y	Y	
05/13/09	Hernando Co	Y	Y	Y	
06/19/08	Mascotte	Y			
03/24/09	Mascotte	Y			
05/05/09	Sumter Co	Y			
11/21/08	Hardee Co	Y			

Date	Local Government	Areas Monitored			Findings & Concerns
		Fair Housing & EEO	Section 3	Section 504	
08/30/09	Hardee Co	Y			
11/13/08	Key West	Y			
02/06/09	Sneads	Y			
09/05/09	Grand Ridge	Y			
03/18/09	Penney Farms	Y	Y		
02/24/09	Williston	Y			EOE notice not in job advertisements Local government
01/07/09	Santa Rosa Co	Y	Y	Y	
01/09/09	Chipley	Y	Y	Y	
08/07/08	Jennings	Y			
10/01/08	Callahan	Y			
01/22/09	Pomona Park	Y			
05/06/09	Martin Co	Y			
10/03/08	Hawthorne	Y	Y	Y	
10/02/08	Baldwin	Y	Y	Y	
07/21/09	Baldwin	Y			
09/09/08	Alford	Y	Y		
04/09/09	Westville	Y	Y	Y	
03/31/09	Monticello	Y			
05/28/09	St. Marks	Y	Y	Y	
01/23/09	Horseshoe Beach	Y	Y	Y	Local government must conduct a fair housing activity and / or provide documentation that one has been conducted
05/06/09	Horseshoe Beach	Y			
08/07/09	White Springs	Y	Y	Y	
08/13/09	White Springs	Y			
01/30/09	Perry	Y	Y	Y	
09/10/08	Macclenny	Y	Y	Y	EOE notice not in job advertisements Local government must adopt 504 policy and provide documentation upon completion
03/17/09	Macclenny	Y			
10/02/08	Green Cove Springs	Y	Y	Y	
07/22/09	Green Cove Springs	Y			
06/18/09	Fort Meade	Y			
07/09/09	LaBelle	Y			
07/15/09	Indian River Co	Y	Y	Y	EOE notice not in job advertisements Local government must adopt 504 policy and provide documentation upon completion
09/09/09	Indian River Co	Y			
12/09/08	Fellsmere	Y	Y	Y	Local government must conduct a fair housing activity and / or provide documentation that one has been conducted
06/04/09	Fellsmere	Y	Y	Y	
12/09/08	Vero Beach	Y	Y	Y	
07/16/08	Florida City	Y			
03/31/09	Franklin Co	Y	Y	Y	
08/19/09	Ponce De Leon	Y	Y	Y	
05/05/09	Jasper	Y	Y	Y	
04/21/09	Greenville	Y			
06/16/09	Crescent City	Y		Y	
06/05/09	City of Madison	Y	Y		
10/06/08	Avon Park	Y	Y	Y	
03/25/09	Eustis	Y	Y	Y	Delay in adoption of policy that reasonably accommodates needs of disabled and included grievance procedure
06/02/09	Haines City	Y	Y	Y	
07/23/08	Wakulla Co	Y			Local government must conduct a fair housing activity and / or provide documentation that one has been conducted

APPENDIX 8

PERFORMANCE MEASURES

Staff from the Florida Small Cities CDBG Program, the HOPWA Program and the HOME Program (by phone) participated in a workshop on performance measures sponsored by HUD in August 2006. The training, held in Jacksonville, was conducted by ICF, Inc., a nationally recognized firm having expertise in HUD programs. The programs will use the performance measures adopted by HUD, and staff have already begun to report on the measures in IDIS.

The Florida Small Cities CDBG Program revised its closeout form to ensure that the required data is collected. To facilitate data entry, staff developed a matrix to use as a guide.

The following objectives and outcomes will be associated with the priority needs reflected in the Consolidated Plan and this Annual Performance Report. Specific goals and objectives will be identified in the next Annual Action Plan.

Objectives

1. Creating a suitable living environment
2. Providing decent housing
3. Creating economic opportunities (applies to all CDBG Economic Development activities)

Outcomes

1. Improving availability or accessibility of units or services
2. Improving affordability not just of housing but also of other services
3. Improving sustainability by promoting viable communities

APPENDIX 9

SUMMARY OF PUBLIC COMMENTS

All state-administered, HUD-funded, programs make use of every opportunity to gain input from the clientele served. Program staff encourage the exchange of information and comments on program administration and service delivery.

No comments were received from the public or from special interest groups on the Annual Performance Report.

APPENDIX 10

CITIZEN PARTICIPATION PLAN

General Information

The federal consolidated planning process is designed to be a collaborative effort used by an entitlement community or the state to establish a unified vision for community development. It provides a method for state and local agencies, nonprofits, citizens and other interested parties to shape the various housing and community development programs into coordinated and effective, neighborhood and community development strategies.

It integrates economic, physical, environmental, community and human development and services into a comprehensive and coordinated fashion, and also creates the opportunity for comprehensive strategic planning and citizen participation to take place. The plan also sets forth program goals, objectives, and benchmarks for measuring progress.

The Consolidated Plan meets the U.S. Department of Housing and Urban Development (HUD) application requirements for the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Shelter Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) programs.

It is the intent of the State of Florida to meet the requirements of Section 91.105, CFR and to use this Citizen Participation Plan as its guide to ensure full public participation in the formulation, adoption, and amendment of its Consolidated Plan.

Managing the Process

The consolidated plan process envisions that housing and community development planning will be accomplished through a comprehensive framework that opens new opportunities for collaboration and collective problem-solving. Partnerships among government agencies and between government and private groups are developed in order to achieve its intended purpose. These partnerships establish a meaningful information-sharing network that benefits all of the programs covered by the plan.

The Department of Community Affairs, as the lead agency, is responsible for successfully managing the process. Representatives from the programs covered by the consolidated planning process make up the primary "work group" responsible for the preparation of the five-year plan, annual plan and performance report. Individuals with an interest in the issues or with applicable expertise are encouraged to join the work group and participate in the entire process or to contribute to the work that addresses their specific area of interest.

Meetings of the work group will be open to the public for the purpose of meeting citizen participation requirements. All work group meetings will be considered public hearings, and the public will be given an opportunity to attend, participate in the meeting, and comment on the issues discussed. Although the work group attempts to maintain consensus, the final product to be submitted to HUD must bear the approval and signature of an authorized official of the lead agency.

Consultation and Coordination

To assure that the Consolidated Plan is a comprehensive document, the State of Florida consults with appropriate public and private agencies that provide housing assistance, health and social services (including services to children, the elderly, homeless persons, persons with disabilities and HIV/AIDS) as well as providers of funding for housing and community development activities. Among those involved in the development of the Consolidated Plan, Annual Action Plan and Annual Performance Report are:

- all of the agencies that administer HUD funded programs in Florida and the local governments, advisory councils, boards or service providers that work with the HUD funded programs;²
- the Florida Commission on Human Relations;

² HOPWA grantees must consult broadly to develop a metropolitan-wide strategy and other jurisdictions must assist in the preparation of the HOPWA submission.

- all generally recognized nonprofit housing and community development organizations;
- all agencies and programs that address housing and community development, economic development, employment, homelessness, poverty and special needs; and
- other agencies or programs that provide funding to local governments that in some way relates to the goals and objectives of the programs covered by the Consolidated Plan.

Lead Agency

The Department of Community Affairs is the lead agency for overseeing the development of the plan. Preparation of the plan is a joint effort of the Florida Housing Finance Agency, the Department of Children and Families, the Department of Health and other public and private agencies responsible for administering programs or having an interest in the programs covered by the consolidated plan. The Department is responsible for ensuring that citizen participation requirements are met.

Collaboration and Partnership

In organizing to prepare the consolidated plan submission, the State of Florida establishes relationships with various agencies and organizations in order to maximize the benefits that arise from collective problem solving and coordinated activities. The lead agency facilitates cooperation and participation in the development of the plan and takes steps to ensure that other jurisdictions and organizations that have a responsibility for economic development, business, employment, and planning are included in the process. It also ensures that citizen organizations, or citizens participating in the process have meaningful access to the decision-making process. The State of Florida recognizes that commitment of leadership aids in the effective implementation of the plan and increases commitment to the plan. Therefore, agency management staff are encouraged to participate in the development of the plan.

Participation

The citizen participation plan is designed to provide a mechanism for and to encourage citizens, agencies, organizations, and other groups to participate in the development of the consolidated plan, any substantial amendments to the consolidated plan, and the performance report.

Although the State of Florida's administration of HUD funds differs significantly from the manner in which local jurisdictions administer entitlement funds, it encourages the participation of residents of public and assisted housing developments and recipients of tenant-based assistance in the process of developing and implementing the consolidated plan, along with other low-income residents of targeted revitalization areas in which the developments are located. The State of Florida makes an effort to provide information to all housing agencies about consolidated plan activities.

The following agencies and organizations are among those who actively participated in the development of the 2005-2010 plan:

- Executive Office of the Governor, Office of Tourism, Trade and Economic Development
- Florida Association for Community Action, Inc.
- Florida Building Commission
- Florida Commission On Human Relations
- Florida Department of Children and Families
- Florida Department of Community Affairs
- Florida Department of Corrections
- Florida Department of Department of Health, Lead Based Paint Program
- Florida Department of Department of Health, Bureau of HIV/AIDS
- Florida Department of Elder Affairs
- Florida Housing Coalition
- Florida Housing Finance Corporation
- Florida Main Street Program
- North Central Florida Health Planning Council
- Northeast Florida Community Action Agency, Inc.

Office on Homelessness
Progress Energy
Tallahassee Housing Authority
University of Florida, Shimberg Center for Affordable Housing
Visit Florida
Workforce Florida, Inc.

Action Steps

The State of Florida actively solicits the participation of its housing and community development program recipients, and the population served by each in developing the needs assessment, establishing program priorities, and setting the strategies for five-year plans and annual action plans. In addition, public participation is sought for any potential Consolidated Plan amendment and during performance reporting.

I. Notice of Hearings and Access to Meetings

Notice of actions subject to the citizen participation requirements shall be given to all interested parties by means any of the following:

Notice published in the Florida Administrative Weekly.

Notice posted to the Department of Community Affairs website.

Notice mailed or emailed directly to all persons, agencies, or parties expressing interest in the following programs: Small Cities CDBG, HOME Investment Partnerships, Emergency Shelter Grant and other McKinney Act programs, and Housing Opportunities for Persons With AIDS. The direct mailing will, at a minimum, include the following housing and community development partners: incorporated cities; counties; state and local homeless coalitions; developers of affordable housing; statewide housing and community development organizations; regional planning councils and other interested parties. Each program is responsible for ensuring that their clientele are provided with the notice. This may be accomplished by providing the Department of Community Affairs with the appropriate mailing list, or it may be done by the program in a manner that conforms to this Citizen Participation Plan.

A minimum notice of 21 days will be provided prior to work group meetings and/or public hearings where actions subject to the citizen participation requirement will be recommended or taken. Public hearings may be referred to as Work Group Meetings.

All public notices will contain the name and telephone number of a person to contact if special accommodation is needed due to a disability or language barrier. The notice may require a five-day advance notice for special accommodations. The Department will ensure that any non-English speaking person can participate in the consolidated planning process and comment on documents produced. This may include the presence of translators at meetings and the translation of summary documents.

The notice will also contain the name and telephone number of a person to contact for additional information about the topic that is being addressed. All notices shall provide the name and address of an individual who will receive comments if the public is being offered an opportunity to make comments. If appropriate, a deadline date will be indicated.

II. Public Hearings, Publishing the Plan, and Comments

At a minimum, the state shall conduct public hearings to solicit public comment on the following elements:

All required elements of the Consolidated Plan.

The State of Florida shall hold a minimum of two public hearings or work group meetings (open to the public) during the preparation of the State Consolidated Plan.

An additional hearing shall be conducted after a draft has been completed to receive final comments. An attempt will be made to hold the final hearing in a different location so that the public has better physical access.

Throughout the process, copies of drafts and other pertinent information will be posted to the web site and kept up-to-date so that the public has electronic access to current materials. In addition, summary plan information or copies of the plan will be made available upon request to citizens or organizations that do not have access to the Internet.

The State of Florida shall provide all interested persons, agencies, or organizations, a minimum of 30 days to comment on the draft Plan, any amendment to the Plan or performance report once that document has been formally noticed as available for review and comment. This 30-day review period shall be run prior to the submission of the document to HUD.

All written comments shall be acknowledged by the State of Florida in writing within 15 days. A summary of written comments and the State of Florida's responses will be incorporated into the plan as footnotes, an appendix or in another appropriate manner. The summary of citizen comments will include a written explanation of comments not accepted and the reasons why these comments were not accepted.

The Department will ensure that any non-English speaking person can participate in the consolidated planning process and comment on documents produced. This may include the presence of translators at meetings and the translation of summary documents.

Any amendment to the Consolidated Plan. Amendments should be done concurrently with the Annual Action Plan if possible and should be noticed, with hearings held, in the same manner as those prescribed for the Annual Action Plan.

All elements of the Annual Action Plan and Annual Performance Report.

The State of Florida shall hold at least one public hearing or work group meeting (open to the public) during the preparation of the Annual Action Plan to receive comments from interested parties.

A draft of the Annual Action Plan shall be posted to the Department of Community Affairs website and made available to the public upon request.

The public shall be given 30 days in which to comment on the Annual Action Plan prior to its submission to HUD.

A draft of the Annual Performance Report shall be posted to the Department of Community Affairs website and made available to the public upon request. A notice will be placed on the website that states that the public shall be given 15 days in which to comment on the Annual Performance Report prior to its submission to HUD.

Throughout the process, copies of drafts and other pertinent information will be posted to the web site and kept up to date so that the public has electronic access to current materials. In addition, summary information on the Annual Action Plan or copies of the plan will be made available to citizens who do not have access to the Internet.

All written comments will be acknowledged by the State of Florida in writing within 15 days. A summary of written comments and the State of Florida's responses will be incorporated into the plan as an appendix or in another appropriate manner. The summary of citizen comments will include a written explanation of comments not accepted and the reasons why these comments were not accepted.

The Department will ensure that any disabled or non-English speaking person can participate in the consolidated planning process and comment on documents produced. This may include the presence of translators at meetings and the translation of summary documents.

In developing the final State Consolidated Plan, any amendments, and performance reports, the State of Florida shall consider all comments received at the public hearings and include a summary of these comments and the state's response in the final document.

The State of Florida shall compile, as an appendix to the State Consolidated Plan, a summary of comments received at the final public hearings on the draft along with the state's response indicating whether the comment resulted in a change to the draft. A public comment and response file shall also

be maintained on all Plan amendments and the performance report. Copies of this file shall be sent to HUD.

Access to Information

Florida's "Government in the Sunshine" and "Open Records" laws apply to all programs administered by state agencies. These laws ensure that records are available for public inspection upon request and that citizens are informed about governmental activities.

Florida law also requires that services be made accessible to handicapped persons. All state agencies that receive HUD funds comply with federal and state regulations relating to the accessibility of information and require that subgrantees and other service providers take steps to remove barriers to accessibility that may exist within their administrative offices or buildings that are addressed with federal or state funds.

Citizens, public agencies, and other interested parties, including those most affected, are provided information upon request. In addition, the Annual Performance Report, Annual Action Plan and State Consolidated Plan are posted to the Department's website (along with meeting notices and other useful information).

All files relating to the preparation of the documents covered by the consolidated planning process are available for public inspection. These documents reflect proposed activities, the amount of assistance the state expects to receive (grant funds and program income), the range of activities that may be undertaken, and the estimated amount that will benefit persons of low- and moderate-income. The files also document the process used to develop the document. Files are available for public inspection during regular business hours.

The HUD funded programs provide copies of the proposed and adopted Annual Action Plan, Consolidated Plan, and Annual Performance Report, along with any supporting documentation, to the public in a timely manner and at reasonable or no cost.

Action Steps

Before the State of Florida submits the final State Consolidated Plan or the Annual Action Plan to HUD, it shall make available to citizens, units of local governments, public and private agencies, and other interested parties, the following information:

Amount of assistance in the CDBG, HOME, ESG and HOPWA programs that the State of Florida expects to receive;

Range of activities that may be undertaken in the covered programs;

Estimate of the amount of assistance that will benefit persons of very low- and low-income;

Plans to minimize displacement of persons and assistance available to those persons who may be displaced.

Availability to the Public

The draft State Consolidated Plan shall be made available to the public for comment. The notice advertising the public hearings on the draft shall include a summary description of its contents and purpose and a listing of places where the plan may be examined. The public will be given a 30-day period in which to comment. The deadline date will be published in the notice and the draft plan will be posted to the Department's website. Unless the process becomes particularly burdensome, the State of Florida will provide copies of the plan at no charge to citizens and groups that request it and do not have access to the Internet.

Access to Records

All records and information on the use of funds in the CDBG, HOME, ESG, and HOPWA programs administered by the State of Florida shall be available for public inspection during normal working hours. Requests for extensive data or records access may be scheduled by the appropriate state agency at a reasonable time. Copies of records shall be available at a reasonable cost of duplication, as set by law or agency rule. If a cost is assessed for duplication and mailing, the agency will provide the document along with a copy of the law or rule used to set the fee (if requested).

Records shall be maintained for a period of five-years for the programs covered by the State Consolidated Plan.

They should be maintained within the programs' official offices for a two-year period and then sent for the remainder of the five-year period to the State of Florida's records management center.

Complaints

The State of Florida shall record and respond to all citizen complaints on the proposed State Consolidated Plan, the final State Consolidated Plan, amendments to the State Consolidated Plan, the Annual Action Plan and the Annual Performance Report. The State of Florida shall establish a file of all citizen complaints, along with the written response, on the proposed State Consolidated Plan, the final State Consolidated Plan, the Annual Action Plan, and the Annual Performance Report. The file shall be available to the public upon request.

The State of Florida shall refer any complaints regarding program implementation at the local level to the appropriate state sub-recipient or agency responsible for the delivery of the services, and shall require that entity to respond in writing to the complainant within 15 working days with a copy of the written response provided to the State of Florida. If the State of Florida does not feel that the response is adequate, it will determine the most appropriate action to take. All responses whether provided by the state or sub-recipient must be responsive to the issue.

Amendments

Prior to the submission of any substantial change in the proposed use of funds, the public will have reasonable notice of, and opportunity to comment on, the proposed amendment. The following actions shall constitute an amendment to the State Consolidated Plan, subject to all citizen participation requirements:

Any modification to the method of distribution of funding in any of the programs covered by the Plan; or

Any change to the strategies, priority needs and objectives in the adopted State Consolidated Plan.

In the event of an urgent need in a disaster area or areas declared by the Governor, modifications may be made to the method of distribution of the funds covered by the State Consolidated Plan provided that the amounts do not exceed 10 percent of the annual grant amount. This amount and the disaster-related purpose shall be published in the Florida Administrative Weekly prior to expenditure or transfer of funds. This modification shall apply only to a single grant year.

Individual Program Citizen Participation

The Citizen Participation Plan governing the State's Consolidated Plan shall be considered as additional citizen participation requirements applicable to the individual programs and shall not be considered as requirements in lieu of or in place of any other applicable requirement. For example, where state agency rule-making is required to implement a program, the minimum requirements for public notice and public hearings for agency rule-making pursuant the Florida Administrative Procedures Act (Chapter 120, Florida Statutes), shall not be modified in any way. Similarly, where the Florida Statutes require certain citizen participation activities, those shall not be eliminated or altered in any way. However, this Citizen Participation Plan for the Consolidated Plan, required by federal regulations, shall not contain nor restate those program-specific requirements for citizen participation.

APPENDIX 11

ANTI-POVERTY STRATEGY

The State of Florida is committed to the development of a coordinated approach to reducing the number of its citizens in poverty. Although the State administers many programs which serve those most economically disadvantaged, these have historically operated independently of one another. The levels of poverty in Florida differ significantly by county type, due to different causes.

In rural areas, reasons for poverty often include the lack of:

- economically viable, stable employers
- mass transit or transportation
- access to specialized education and training
- fair lending financial institutions
- remoteness to competitive markets for necessary goods/services
- monitored labor practices
- access to emerging technologies, and
- local infrastructure support to attract businesses.

In Florida's greater urban counties, poverty may be due to one or more of the following:

- the lack of affordable, dependable and flexible child care
- the lack of affordable housing
- depreciated social capital resulting in domestic violence and crime
- substance abuse or mental illness
- social isolation (for the aged and disabled) and self-neglect
- chronic underemployment
- inflated costs of goods/services
- education spending disparities, and
- predatory lending institutions.

ACTIONS TAKEN TO REDUCE POVERTY

Each of the programs covered by the Consolidated Plan plays a role in addressing poverty in Florida. The Emergency Shelter Grant provides shelters and assistance for homeless persons or persons who are threatened with homelessness. The Housing Opportunities for Persons With AIDS Grant provides housing assistance to AIDS patients, which frequently fall within the low or moderate income (LMI) group. The Florida Housing Finance Corporation funds affordable housing projects for LMI citizens, and the Florida Small Cities CDBG Program makes improvements to houses occupied by the very low income and to neighborhoods where low and moderate income persons reside. The CDBG Program also creates jobs for low and moderate-income residents.

Over 70% of the funds administered by the Florida Small Cities CDBG Program must benefit low and moderate income citizens. CDBG improves commercial areas and funds infrastructure project that attract businesses, thus making communities economically viable. Street improvements and other public infrastructure projects also benefit persons living in poverty. However, improved housing conditions and access to adequate water and sewer services are perhaps the most valued benefits of the CDBG Program.

RESOURCES

The primary agencies responsible for anti-poverty programs in the state are the Department of Children and Families (DCF) and the Agency for Workforce Innovation (AWI). DCF is the State's agency for the distribution of Food Stamps and Temporary Assistance to Needy Families (TANF), the most prominent and recognizable economic supports the State offers. These economic services are provided by the Department as a temporary means to fortify families on their road to self-sufficiency.

The welfare-to-work effort is stewarded by the Agency for Workforce Innovation. AWI is responsible for implementing policy dealing with workforce development programs, welfare transition, unemployment compensation, workforce information services and labor market information.

Temporary Assistance to Needy Families (TANF): The Welfare Transition program, administered by the Department of Children and Family Services, emphasizes work, self-sufficiency, and personal responsibility structured to enable participants to move from welfare to economic self-sufficiency. To accomplish this, the

Florida Legislature, using federal/state funds and statutory requirements, has developed a program structured to deliver services to meet the following goals:

- Provide assistance to needy families so that children may be cared for in their own home or in the homes of relatives.
- Develop opportunities for families that provide for their needs, enhance their well being, and preserve the integrity of the family free of impediments to self-reliance.
- End the dependence of families on government assistance by emphasizing work, self-sufficiency, and personal responsibility while meeting the transitional needs of program participants who need short-term assistance toward achieving independent, productive lives and gaining the responsibility that comes with self-sufficiency.
- Take full advantage of the flexibility provided under state and federal law that allows for providing job preparation and intervention programs to enable welfare recipients to move from welfare to work.
- Prevent and reduce the incidence of out-of-wedlock pregnancies.
- Encourage the formation and maintenance of two parent families.
- Provide oversight and policy direction to the program and to ensure cooperation and accountability among state agencies and service providers to deliver needed services.

Food Stamps: The Food Stamp Program helps ensure that eligible low-income families and individuals are able to obtain a nutritious diet. Food stamp benefits are intended to supplement other household income and may only be used to purchase food.

Food Stamp Employment and Training Program (FSET): The Food Stamp Employment and Training program, referred to as the FSET Program, emphasizes work, self-sufficiency, and personal responsibility. The program strives to meet the needs of participants in gaining skills, training, work, and experience that will increase the program participants' ability to obtain total self-sufficiency. The state of Florida provides FSET services to able-bodied adults (ages 18 - 49) without children.

The FSET program is funded annually through a grant provided to the Department of Children and Families (DCF) by the United States Department of Agriculture, Food and Nutrition Service. DCF staff determines which food stamp recipients must register for work and participate in the FSET program. DCF refers all mandatory FSET participants to the Regional Workforce Board (RWB) providers for program participation.

The Florida Legislature provided in the 2003-2004 General Appropriations Act to have direct FSET workforce services transferred from AWI state merit staff to the RWBs. The boards contract with service providers to provide FSET services. The Agency for Workforce Innovation provides FSET guidance, training, program and financial reporting and monitoring.

Community Services Block Grant (CSBG) Program: The Community Services Block Grant Program is administered by the Department of Community Affairs. The program is designed to provide a range of services to assist low-income people in attaining the skills, knowledge and motivation necessary to achieve self-sufficiency. Grants to local governments and non-profit agencies provide a variety of antipoverty services such as emergency health, food, housing, day care, transportation assistance, housing counseling, financial management assistance, nutrition programs including federal surplus food distribution, community gardening projects, food banks, job counseling, placement and training services, and homeless prevention programs. Ninety percent (90%) of the Community Services Block Grant program funds are allocated to the state's existing network of community action agencies and other eligible entities.

Florida Job Corps: The mission of the Job Corps program, administered by the U.S. Department of Labor, is to help economically disadvantaged young adults become responsible, employable and productive citizens by providing them with opportunities to develop the vocational, educational and social skills needed to succeed.

Displaced Homemaker Program: The intent of this program is to provide the necessary and appropriate employment counseling, job training and education, and job search assistance that will result in self-sufficient employment for people displaced as homemakers.

Veteran's Workforce Program: The Agency for Workforce Innovation (AWI) Veterans' Program involves the

provision of priority workforce services to veteran customers in the one-stop career centers around the State. These services include, but are not limited to, job referrals, job development, referrals to training and supportive services, case management, labor market information, resume assistance and employability workshops.

Florida Dislocated Workers Reemployment and Emergency Assistance Coordination (REACT): Florida's dislocated worker unit, REACT, is the state's focal point in dealing with the dislocation of Florida's workers. REACT is a team of state and local community representatives who plan and coordinate assistance for Florida's employers and workers affected by temporary and permanent business layoffs. Locally, REACT members are led by the state's 24 regional workforce boards. At the state level, REACT members serve as the Governor's Rapid Response Dislocated Worker Unit that oversees and supports transitional reemployment activities of locally led response teams. The team provides resources such as funds, technical assistance and expertise, labor market statistics, and job relocation information. Assistance is available to the regional workforce development boards, local government officials, employers and workers.

Job Corps: Through a nationwide network of campuses, Job Corps offers a comprehensive array of career development services to at-risk young women and men, ages 16 to 24, to prepare them for successful careers. Job Corps employs a holistic career development training approach which integrates the teaching of academic, vocational, employability skills and social competencies through a combination of classroom, practical and based learning experiences to prepare youth for stable, long-term, high-paying jobs.

Older Americans Act Programs: These programs, administered by the Florida Department of Elder Affairs, provide community-based services to elders including adult day care, case management, chore, congregate meals, counseling, home delivered meals, housing improvement, homemaker, injury prevention, nutrition education, personal care, respite care, and transportation.

Elder Farmers Market Nutrition Pilot Program: This program provides coupons to low-income elders living in and around Alachua County. Coupons can be exchanged for locally grown, fresh produce at one of Alachua County's five Farmer's Markets.

Head Start: Head Start and its four components (Preschool Head Start, Migrant Head Start, American Indian Head Start and Early Head Start) are comprehensive child development programs that serve children from birth to age 5, pregnant women, and their families. They are child-focused programs and have the overall goal of increasing the school readiness of young children in low-income families.

PROGRAMS OF THE CONSOLIDATED PLAN

The programs with which the Consolidated Plan is primarily concerned play an important part in the coordination of the antipoverty effort. This role is namely in the provision of fair and affordable housing to those most in need.

The Community Development Block Grant (CDBG) program targets low and moderate income persons for assistance. Seventy percent of the funds must be used for activities that benefit such persons.

The Emergency Shelter Grants (ESG) help communities meet the basic shelter needs of homeless individuals and families. These grants also provide transitional housing and a variety of support services designed to move the homeless away from a life on the street toward permanent housing.

The Housing Opportunities for Persons with AIDS Program (HOPWA) grants are distributed based on the number of AIDS cases reported to the Centers for Disease Control and Prevention. The grants provide rental assistance and support services to individuals with HIV/AIDS and their families. In addition, the HOPWA program also helps many communities develop strategic AIDS housing plans and fill in gaps in local systems of care.

The Home Investment Partnership Program (HOME) is designed exclusively to create affordable housing for low-income households.

APPENDIX 12

PERFORMANCE AND RELATED CHARTS

TABLES WILL BE SENT UNDER SEPARATE COVER