

**Rick Scott**  
GOVERNOR



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EXECUTIVE DIRECTOR

October 30, 2015

Mr. Gary A. Causey, Director  
Community Planning and Development Division  
U. S. Department of Housing and Urban Development  
Office of Community Planning and Development  
Attn: Larry Lopez, Sr., CPD Representative  
400 West Bay Street, Suite 1015  
Jacksonville, Florida 32202-4439

Dear Mr. Causey:

Enclosed is a copy of the Consolidated Annual Performance and Evaluation Report for Fiscal Year 2014. This report includes information relating to the Florida Small Cities Community Development Block Grant (CDBG) administered through the Department of Economic Opportunity (DEO), the HOME Investment Partnership (HOME) administered through the Florida Housing Finance Corporation (FHFC), the Emergency Solutions Grant (ESG) administered by the Department of Children and Families (DCF), and the Housing Opportunities for Persons with AIDS programs (HOPWA) administered by the Department of Health (DOH).

We appreciate the assistance your office has provided during the past year and look forward to working with your office in the future. If you have questions or need additional information, please contact me at 850-717-8470 or by e-mail [paula.lemmo@deo.myflorida.com](mailto:paula.lemmo@deo.myflorida.com).

Sincerely,

Paula Lemmo, Chief  
Bureau of Community Development

PL/gkw  
Enclosures:  
2014 Consolidated Annual Performance and Evaluation Report

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State of Florida  
Consolidated Annual Performance and Evaluation Report  
for  
Federal Fiscal Year 2014

**GENERAL**

**Introduction**

The Annual Action Plan for Federal Fiscal Year 2014 outlined application and administrative requirements of the Florida Small Cities Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), HOME Investment Partnerships (HOME), and Housing Opportunities for Persons with AIDS (HOPWA) programs. The Plan covered a one-year period from July 1, 2014, to June 30, 2015. This report evaluates that one year period as well as other open grants.

During the 2014 fiscal year, the Small Cities CDBG Program received \$24,130,014 for Housing Rehabilitation, Neighborhood and Commercial area improvements, and Economic Development activities. The ESG Program received \$4,605,599 to provide services to homeless persons. The HOPWA Program received \$3,353,606 to help families with housing expenses so they are not displaced due to illness. The HOME Program received \$14,139,252 to assist Floridians with home ownership and to provide rental housing. Each of the four programs covered by the Action Plan were funded by the U.S. Department of Housing and Urban Development (HUD), but were administered by separate state agencies. Therefore, each agency prepared the portion of the Plan that relates to the program it administers. All the agencies utilized the same public notice, comment period, and public hearing.

The state followed its Citizen Participation Plan during the development of the 2014 Annual Action Plan. A notice was published in the Florida Administrative Register (FAR), announcing the public hearing. The notice was also posted to the Department's website and emailed to eligible applicants and interested parties. A public hearing on the draft was held on April 11, 2014, at the Florida Department of Health's office in Tallahassee, Florida by the Department of Economic Opportunity (DEO). A comment period was provided so interested parties could comment on the proposed Action Plan. The comment period began on April 11, 2014, and ended on May 12, 2014. Since there was a slight modification to the State Administration and Training and Technical Assistance percentages, DEO determined a Substantial Amendment to the Action Plan was necessary and in the interest of full citizen participation that a public hearing notice should be published for an additional comment period which took place from January 27, 2015 to February 26, 2015.

The focus of Florida's housing and community development goals are:

- creating economic opportunities that create or retain jobs
- building or improving infrastructure and public facilities within local communities
- affordable housing, including addressing the needs of persons with HIV/AIDS and the homeless.

Each year, these programs provide housing opportunities by building new, affordable housing for low- and moderate-income (LMI) residents and rehabilitating deteriorating housing units. Housing assistance is also provided to persons with HIV/AIDS and homeless persons are served by funding to continue services and to build or expand the facilities. The CDBG program also revitalizes communities by providing grants for economic development, infrastructure improvements, and housing rehabilitation. The CDBG program creates jobs and quality of life improvements primarily for low- and moderate-income beneficiaries.

### **FLORIDA SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

The Florida Small Cities CDBG Program is administered in accordance with Sections 290.0401-290.048, Florida Statutes; Chapter 73C-23, Florida Administrative Code, and 24 CFR 570, Subpart I. These laws and regulations state the objectives of the program and the activities that are eligible for funding. They also provide administrative guidance relating to the application for, and administration of, CDBG projects. Additional statutes, rules, and regulations also affect how activities are carried out under the program.

#### **Categories of Funding and National Objective**

The CDBG Program is composed of four major components: Commercial Revitalization (CR), Economic Development (ED), Housing Rehabilitation (HR), and Neighborhood Revitalization (NR).

Local governments applying for CDBG funds considered national and state goals and objectives when developing applications for funding. Applications may reflect more than one activity, but each activity must meet at least one of the following three national objectives:

1. primarily benefit low- and moderate-income persons
2. aid in the prevention or elimination of slum or blight conditions
3. address community development needs having a particular urgency, where existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available.

Most CDBG projects are funded under the low- and moderate-income national objective. This ensures that the needs of low- to moderate-income persons are the primary focus of Florida Small Cities CDBG-funded projects.

Communities are encouraged to submit applications for activities for which no other funds are available and to leverage other funds if possible. Local governments that participate in the Small Cities CDBG Program are also encouraged to attend application and implementation workshops. Staff makes every effort to ensure that local governments have all the information

they need to prepare a grant application that meets the required criteria and effectively administer grants. The CDBG 2014 application cycle opened on May 8, 2015, and closed on June 22, 2015. Staff provided ongoing technical assistance during the administration of grants and conducted webinars or workshops on CDBG issues as needed. See Appendix 1 for Notice of Funding Availability.

The Florida Small Cities CDBG Program relies on HUD funds to carry out the activities in the cities and counties it serves. Although no match was required, local governments were encouraged to use funding from other sources (i.e., local general revenue, other federal and state loan and grant funds, and private commitments) to make a greater impact in the community. The competitive scoring process favored applications that make use of other funds.

### **General Questions**

1. Assessment of the one-year goals and objectives:
  - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.

The state's goals and objectives are guided by three outcomes required by HUD: expanding economic opportunities, providing decent housing, and suitable living environments. CDBG funding priorities were based on unmet needs expressed by eligible communities in the priority community needs survey that was completed in conjunction with the development of the 2011-2015 Consolidated Plan.

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The chart below highlights the specific HUD objective and the associated CDBG activities that fulfill those objectives.

Specific Objective	Associated CDBG Activities
Expand Economic Opportunities	Job Creation/Retention, Commercial Revitalization
Decent Housing	Housing Rehabilitation, Temporary Relocation, Sewer Hookups, and Water Hookups
Suitable Living Environment	Neighborhood Centers, Parks and Playgrounds, Parking Facilities, Water/Sewer Facilities, Fire Station, Fire Hydrants, Sidewalks, Street Improvements, Utilities Relocation, Water/Sewer Lines, Flood and Drainage Projects, and Site Development for Public Facilities/ Infrastructure

- b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.

For the 2014 FFY, the CDBG program committed 36% to Economic Development, 36% to Neighborhood Revitalization, 21.5% to Housing Rehabilitation, and 6.5% to Commercial Revitalization. The chart below is a breakdown of the formula grant funds allocated to grant activities.

<b>Distribution of Federal Fiscal Year 2014 CDBG funds*</b>			
<b>2014 Allocation</b>	<b>\$24,130,014</b>		
State Administration (unmatched)	\$100,000		
2.5% State Administration (matched with GR)	\$603,250		
2.5% Emergency Set-Aside/used to fund Urgent Need projects	\$603,250		
0.5% Training/Training Assistance	\$120,650		
<b>TOTAL PASS THROUGH</b>	<b>\$22,702,864</b>		
	<b>Proposed</b>	<b>Actual</b>	<b>Awards Made</b>
Economic Development (36%)	\$8,173,031	\$0	
Neighborhood Revitalization (36%)	\$8,173,031	\$0	
Housing Rehabilitation (21.5%)	\$4,881,116	\$0	
Commercial Revitalization (6.5%)	\$1,475,686	\$0	
<b>Total Proposed and Awarded to Date</b>	<b>\$22,702,864</b>	<b>0</b>	

\*The amounts listed do not include pending awards. (Actual dollar amount as of September 8, 2015)

Since CDBG grants are awarded with a two-year timeframe for project completion, which may be extended further, the Department utilizes closeout data from grants closed during the reporting period to assess annual success in meeting goals and objectives. Integrated Disbursement and Information System (IDIS) reflects the accomplishment and beneficiary data of all closed activities. For a full breakdown of CDBG's accomplishment of goals based on performance measures, please see CDBG's Appendix 2: Optional Table 3A – Summary of Specific Annual Objectives.

Communities that closed out prior year grants during the reporting period were: Apalachicola (CR & ED), Bell, Bradford County, Chiefland, Clewiston, Coleman, Cross City, Dade City, Fort White, Indian River County, Interlachen, LaBelle, Lake Placid, Lake Wales, Lee, Levy County, Martin County, McIntosh, Mount Dora, Port St. Joe, Quincy, Raiford, St. Augustine, Wakulla County, Walton County.

Of the grants closed during the 2014 reporting period, the following accomplishments were achieved:

### 2014 Accomplishments

Houses rehabilitated	79	
Households temporarily relocated during rehab	38	
Street improvements	48,219	linear feet
Water tanks/wells/plants	4	
Sewage treatment plants	1	
Sewer lift station	3	
Water/Sewer lines	77,557	linear feet
Flood and drainage improvements	10,407	linear feet
Parking lots/spaces	2/39	
Jobs created for persons from LMI households	56	
Communities addressed	25	
Low/mod persons served	33,472	
Extremely low income served	8,056	
Total beneficiaries served	38,457	
Elderly served	5,224	
Disabled served	5,526	

Of the grants closed during the 2014 reporting period, the following expenditures were reported:

### 2014 Expenditures

EXPENDITURE TYPE	COMMERCIAL REVITALIZATION	ECONOMIC DEVELOPMENT	HOUSING REHABILITATION	NEIGHBORHOOD REVITALIZATION	TOTAL
Local Program Delivery	\$1,344,000	\$1,776,328	\$3,620,338	\$9,464,552	\$16,205,218
Local Program Administration	\$56,000	\$148,157	\$670,659	\$631,166	\$1,505,982
<b>Total</b>	<b>\$1,400,000</b>	<b>\$1,924,485</b>	<b>\$4,290,997</b>	<b>\$10,095,718</b>	<b>\$17,711,200</b>

When applications for funds are insufficient to fully utilize all funds allocated to a category, the balance in that category is reallocated to the other categories. Several Economic Development applications were withdrawn by the applicants, so only one Economic Development application is being funded with FFY 2014 funds. The remaining funds are being used to award additional Neighborhood Revitalization and Housing Rehabilitation requests. Grant category funding levels may also be increased or decreased by reallocated funds.

### Geographical Distribution of Federal Fiscal Year 2014 CDBG Funds

The chart below reflects the local governments are expected to receive an award, along with the program type and award amount.

GRANTEE	PROGRAM TYPE	AWARD AMOUNT	AWARD DATE	END DATE	STATUS
Apalachicola	Neighborhood Revitalization	\$650,000			Pending
Baldwin	Neighborhood Revitalization	\$650,000			Pending
Graceville	Neighborhood Revitalization	\$650,000			Pending
Charlotte County	Neighborhood Revitalization	\$750,000			Pending
Yankeetown	Neighborhood Revitalization	\$600,000			Pending
Trenton	Neighborhood Revitalization	\$650,000			Pending
Highlands County	Neighborhood Revitalization	\$750,000			Pending
Greenville	Neighborhood Revitalization	\$600,000			Pending
Havana	Neighborhood Revitalization	\$650,000			Pending
Interlachen	Neighborhood Revitalization	\$650,000			Pending
Fellsmere	Neighborhood Revitalization	\$700,000			Pending
Zolfo Springs	Neighborhood Revitalization	\$700,000			Pending
Hawthorne	Neighborhood Revitalization	\$650,000			Pending
Dixie County	Neighborhood Revitalization	\$750,000			Pending
Lake Butler	Neighborhood Revitalization	\$650,000			Pending
Bonifay	Neighborhood Revitalization	\$650,000			Pending
Indian River County	Neighborhood Revitalization	\$750,000			Pending
Jay	Neighborhood Revitalization	\$600,000			Pending
Monticello	Housing Rehabilitation	\$700,000			Pending
Freeport	Housing Rehabilitation	\$650,000			Pending
Florida City	Housing Rehabilitation	\$750,000			Pending
Suwannee County	Housing Rehabilitation	\$750,000			Pending
Mexico Beach	Housing Rehabilitation	\$600,000			Pending

Citrus County	Housing Rehabilitation	\$750,000		Pending
Coleman	Housing Rehabilitation	\$600,000		Pending
Wakulla County	Housing Rehabilitation	\$750,000		Pending
Lacrosse	Housing Rehabilitation	\$600,000		Pending
Franklin County	Housing Rehabilitation	\$700,000		Pending
Putnam County	Housing Rehabilitation	\$750,000		Pending
Holmes County	Housing Rehabilitation	\$152,864		Pending
Perry	Commercial Revitalization	\$700,000		Pending
Milton	Commercial Revitalization	\$700,000		Pending
Century	Emergency Set-Aside	\$603,250		Pending
Chiefland	Economic Development	\$1,500,000		Pending
<b>Total Pending Awards</b>		<b>\$23,306,114</b>		

*FY 2014 pending awards as of September 8, 2015.*

- c. If applicable, explain why progress was not made towards meeting the goals and objectives.

The Department's assessment of goals and objectives is based on completing projects that meet the national objective to benefit low- and moderate-income individuals and households. Based on input from local governments and accomplishments and beneficiaries reported on closeout documents, it is the Department's conclusion that the Small Cities CDBG was effective in addressing priority needs and goals and objectives. *Please see Appendix 2.*

2. Describe the manner in which the recipient would change its program as a result of its experiences.

The Department is consistently seeks ways to better serve local communities, improve program administration, and streamline reporting. The Department completed the conversion of the FoxPro grant tracking database to a web-based program in February 2014. This conversion has improved the Department's administration of the CDBG program and local government reporting requirements. Program areas that have been improved include grant payment requests, Minority Business Enterprise (MBE) reports, and Section 3 reports.

3. Affirmatively Furthering Fair Housing:
  - a. Provide a summary of impediments to Fair Housing choice.
  - b. Identify actions taken to overcome effects of impediments identified.

*For convenience, a summary of impediments to fair housing choice and actions taken to overcome impediments are addressed together.*

An Analysis of Impediments to Fair Housing Choice (AI) was included in the Consolidated Plan and submitted with the 2011 performance report. Due to issues identified by HUD, the state has determined that a complete rewrite of the AI is the best alternative in responding to deficiencies in the AI. The data in the existing plan is no longer applicable and does not adequately reflect current trends and Florida's economic condition. A thorough and comprehensive rewrite of the AI was completed and submitted to HUD on June 26, 2015. The AI includes meaningful activities the state

can implement to overcome potential impediments to fair housing choice. [NOTE: Insert date when the AI is approved by HUD as soon as it is known.]

During the 2014 fiscal year, 109 fair housing events were conducted by 45 local governments. Of these, 56 were advertised either in a newspaper, on a website, or on airway. One (1) poster, brochure, and/or notice was posted in a public building. Seventeen fair housing meetings were held, and there were 35 other activities conducted (notices on utility statements, coloring books, poster contests, business cards, all referencing fair housing information).

The following summarizes the actions taken to date to minimize potential impediment to fair housing.

### **Continue to discourage discriminatory practices in housing sales and rentals.**

#### Progress

The State of Florida has taken the following actions to minimize the potential impediment of discrimination practices in housing sales and rentals.

The Department provides training to local governments through its CDBG funding application and implementation workshops on an annual basis.

The Small Cities CDBG standard grant agreement requires local government grant recipients to certify that they will comply with Section 504 of the Rehabilitation Act of 1973 and 24 C.F.R. Part 8. In addition, Attachment J, Program Condition 15, in the recipient grant agreement requires public hearings to be held in areas that are accessible to handicapped persons or to make accommodations as necessary to ensure active participation.

The standard agreement includes an Attachment K, Civil Rights Compliance Certification, which must be signed by the local Chief Elected Official. Local governments certify that they will ensure Section 504/ADA compliance and demonstrate their commitment by adopting an appropriate resolution or ordinance; designating an employee to serve as a contact person to receive calls and/or complaints related to Section 504/ADA compliance; publishing the contact information at least quarterly; and establishing a system to record the nature of such calls, the actions taken in response to the calls, and the results of actions taken. The agreement also requires that the local government identify a fair housing coordinator and undertake four fair housing activities per year.

Performance is monitored by the state based on those requirements as well as application of fair housing and related laws and regulations. This includes the review of local government ordinances and resolutions, policies, plans, and other documents relating to fair housing and equal opportunity.

Recipients are required to have a citizen complaint process in place to address any discrimination complaints that arise. This requirement is included in the recipient agreement through a reference to the recipient's grant application. The application

requires the recipient to certify it has a citizen complaint process in place. If any complaints are filed, the local government is required to follow its Citizen Complaint Procedures to resolve the issue. If the complaint is not resolved, it is forwarded to the state for further action. Should the state receive a fair housing complaint, it would work with the Florida Commission on Human Relations, established by the Florida Legislature, to address fair housing and equal opportunity issues, to ensure that the complaint is properly investigated and resolved.

### **Florida Housing Finance Corporation**

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 in the HOME Program.

#### *Advertising Vacant Units:*

In order to meet the obligation the state's affirmative marketing policy requirements, each property owner is required to 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 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 is required to 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 ensures compliance of its affirmative marketing requirements with the owner by use of an agreement (Firm Loan Commitment) that is binding for a specific period of time (Affordability Period) from the date of completion. The state recipient assesses the owner's affirmative marketing plan and the results of the marketing plan. It also determines what corrective actions will be taken when an owner fails to follow these affirmative marketing efforts.

*Additional State Requirements:*

State recipients certify that they have adopted 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 reviews and approves the affirmative marketing policy initially and monitors 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 are used as a factor in approving future participation in the HOME Program.

**Continue to promote the provision of affordable housing stock and the geographic distribution of affordable housing stock.**

Progress

The state of Florida has taken the following actions to promote the provisions of affordable housing stock and the geographic distribution of affordable housing stock.

1. The CDBG Program promotes affordable housing through rehabilitation and replacement of substandard housing. This effort assists communities in maintaining affordable housing. Also, Florida has an affordable housing program referred to as the State Housing Initiatives Partnership (SHIP) Program. To qualify for SHIP funds, local governments must review 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 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 jurisdictions have revised their local comprehensive plans to reform land development regulations which promote affordable housing.
2. Since the 2004 hurricane season, the state has received more than \$400 million in CDBG Disaster Recovery Funds. Although not required to be reported in the CAPER, it is reported in the Disaster Recovery Grant Reporting system (DRGR), and the state has chosen to direct much of this funding for restoration of affordable housing for low- and moderate-income persons. Disaster funds were allocated to areas that received the most storm damage, taking into consideration damage to affordable housing. Sixteen (16) public housing authorities received grants to harden housing units with storm-resistant doors and windows. Both single and multi-family housing were addressed. This effort assisted in maintaining rental housing for low-income households.
  3. The Florida Housing Finance Corporation administers federal and state housing programs that encourage local government support of proposed housing by providing points in the application for local funding contributions. The Corporation's rental programs are designed to ensure that resources are spread across the state in order to provide affordable housing in areas where such housing did not exist in the past. The HOME program encourages public, private, and nonprofit partnerships, and strengthens the abilities of the state as well as municipalities and community housing development organizations to design and implement innovative strategies for achieving adequate supplies of affordable housing throughout the Florida.

**Continue public education and awareness efforts regarding rights and responsibilities under federal, state, and local fair housing laws.**

Progress

The state of Florida has taken the following actions to continue public education and awareness efforts regarding rights and responsibilities under federal, state, and local fair housing laws.

All state-administered HUD programs require compliance with fair housing and the prominent display of information to the public. The CDBG Program has worked with the Florida Commission on Human Relations (FCHR) to provide public education and awareness training on fair housing. A FCHR representative participated in the CDBG implementation workshop, held in April 2015. Typically, CDBG provides training on civil rights compliance and ordinances, implementing fair housing activities, and civil rights monitoring and reporting. CDBG has also created a fair housing webpage with links to federal and state regulations, public awareness materials, and planning guides(<http://www.floridajobs.org/community-planning-and-development/assistance-for-governments-and-organizations/florida-small-cities-community-development-block-grant-program/downloads-for-recipients>). CDBG encourages subgrantees to target resources to promote fair housing awareness in

underserved communities. In 2009, the state prepared a DVD called “Fair Housing: It’s the Law” for use as a public service announcement (PSA) for radio and television. The PSA was prepared in English, Spanish, and Creole. Many local governments still use this PSA.

The CDBG Program requires that local governments conduct at least one fair housing activity each quarter and awards extra points on an application for such events. Grantees are required to publish a public notice in the local newspaper and post a copy of this notice at the municipal hall (or county administration building) stating the name of their Fair Housing and Section 504 officers and the availability of fair housing counseling services. A copy of a suggested notice is posted on the Department’s CDBG website for downloading. Local governments are required to appoint a Fair Housing coordinator – it is required in their contract and checked at time of monitoring.

Florida Housing Finance Corporation requires HOME recipients to provide an affirmative housing marketing plan. The plan consists of informing the public, owners and potential tenants about Fair Housing Laws.

**Continue to provide dedicated fair housing funding and resources.**

Progress

The state of Florida has taken the following actions to provide dedicated fair housing funding and resources.

The CDBG Program provides technical assistance and training materials to local governments and monitors activities to ensure that recipient local governments undertake fair housing efforts. The program utilizes HUD technical assistance funds. The Florida Legislature provides dedicated funding for the Florida Commission on Human Relations for work that is described elsewhere in this section.

**Continue to promote adequate and effective local fair housing ordinances and enforcement mechanisms.**

Progress

The state of Florida has taken the following actions to promote adequate and effective local fair housing ordinances and enforcement mechanisms.

As stated under Impediment 1, local governments are required to have fair housing and equal opportunity plans, as well as a local ordinance or resolution, in order to be eligible to apply for HUD funds administered by the state. Attachment K in the CDBG contract with subgrantees includes provisions to strengthen compliance. The state takes action to investigate complaints reported, which includes having FCHR or a local fair housing agency conduct an independent investigation of discrimination complaints. The CDBG Program monitored fair housing during the reporting period and was prepared to withhold payments or withdraw funding to any subgrantee that violated the civil rights clauses in their contract.

Florida Housing Finance Corporation monitors the affirmative housing marketing plan and requires the plan to be renewed every five years.

**Continue to address the issues of sudden and significant influx of foreign speaking populations in areas of the state.**

Progress

The state of Florida has taken the following actions to continue to address the issues of sudden and significant influx of foreign speaking populations in areas of the state.

Florida has not experienced a recent sudden and significant influx of foreign speaking populations in any area of the state. To assist residents with limited English proficiency, the state produced a public service announcement (PSA) in English, Spanish, and Creole. The PSA was provided to all local governments at no charge. Also, the Florida Commission on Human Relations offered fair housing and equal opportunity materials in several languages.

Florida Housing Finance Corporation has a First Time Homebuyer Wizard, a computer application designed to give potential homebuyers information on whether they would qualify for FHFC assistance. The First Time Homebuyer Wizard is available in both English and Spanish.

[http://apps.floridahousing.org/StandAlone/FHFC\\_ECM/ContentPage.aspx?PAGE=0045](http://apps.floridahousing.org/StandAlone/FHFC_ECM/ContentPage.aspx?PAGE=0045). Flyers for the First Time Homebuyer and Community Heroes programs are also available in both English and Spanish.

**Continue to assess effects of local land use regulations/public policies and/or the results of implementing antiquated land use regulations.**

Progress

The state of Florida has taken the following actions to continue to assess effects of local land use regulations/public policies and/or the results of implementing antiquated land use regulations.

The CDBG Program continues to coordinate with the Department of Economic Opportunity's Bureau of Comprehensive Planning that requires local governments to address affordable housing needs and include policies to remove barriers limiting affordable housing in local comprehensive plans.

**Continue to promote visible, clearly defined state public policy regarding fair housing, and fair housing choice in Florida.**

Progress

The state of Florida has taken the following actions to promote visible, clearly defined state public policies regarding fair housing and fair housing choice in Florida.

The state does not lack a visible, clearly defined state public fair housing policy or fair housing choice. Chapter 760 Florida Statutes, sets out the state's policy on fair housing. The state has raised the visibility of federal and state policy regarding fair housing and

fair housing choice by incorporating requirements in program rules and applications for funding. These efforts have been described above.

4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.

*The HOPWA program addresses underserved needs, through fostering and maintaining affordable housing options, and enhancing coordination between the public and private housing and social services agencies.*

Eligibility requirements are established by Chapter 64D-4, Florida Administrative Code, to improve the management of HIV/AIDS patient care programs statewide. The programs include: HOPWA, the AIDS Drug Assistance Program, the AIDS Insurance Continuation Program, the Part B Consortia Patient Care Programs, and other state patient care programs administered by the Bureau of HIV/AIDS. All of these programs are intended for low-income persons with HIV disease. The state HOPWA program's current income requirements of 80 percent of the median income remained unchanged, except in a very few counties in which 80 percent of the median income for the area was more than 400 percent of the Federal Poverty Level. To address specific program income requirements for HOPWA, language was included in the eligibility procedures manual to read "80 percent of the median income or 400 percent of the Federal Poverty Level, whichever is less." The standardized eligibility requirements are within HUD regulations that allow the state program to be more restrictive, not more lenient.

State HOPWA Program Guidelines were used to ensure uniformity and consistency statewide to all of Florida's project sponsors. The standardization of HOPWA policies and procedures will improve service delivery, provide for fair and equitable access to services, and alleviate problems of inconsistency associated with local program guidelines. With the Department of Health's prior approval, project sponsors may outline program requirements that are more restrictive at the local level than the state guidelines.

The HOPWA advisory workgroup convened periodically to address local needs and work to improve Florida's HOPWA program. An Action Plan was used to ensure a step-by-step process to achieve objectives of the workgroup. Telephone conferences and site meetings were also held.

Floridahousingsearch.org was used as a statewide resource to find available and affordable rental housing.

5. Leveraging Resources.

- a. Identify progress in obtaining "other" public and private resources to address needs.

Although the Small Cities CDBG Program does not require matching funds, leverage was encouraged by awarding additional points on the competitive application. During the 2014 reporting period, \$13,426,495 in other funds were leveraged by the Small Cities CDBG Program Recipients. Most of the funding came from private businesses which benefited from Economic Development grants.

- b. How Federal resources from HUD leveraged other public and private resources.
- Please see the response in paragraph a. above.
  - The majority of the funds leveraged were for economic development projects that created jobs. Participating parties committed funds to build the facilities they needed to locate or expand their businesses.
  - Local funds, as well as loan and grant funds from other government agencies, are often committed to infrastructure projects so that the community would experience greater benefit as a whole.
- c. How matching requirements were satisfied.

The State of Florida budgets general revenue to match administrative dollars. For the 2014 reporting period, \$603,250 in general revenue was used to match that same amount in HUD funds.

### **Managing the Process**

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

Aside from a competitive application and documentation supporting the application, staff performed site visits and reviewed a variety of documents (i.e., audit, local comprehensive plan elements, housing assistance plans, survey or census data) to ensure that proposed projects were eligible and not in conflict with other federal, state, and local initiatives. An application and grant implementation workshop was held for the purpose of providing training related federal, state, and local rules and regulations. An application submitted for CDBG funding had to include information to demonstrate the proposed project was consistent with the local comprehensive plan. The rules and regulations were a part of the official contract between the state and the subgrantee. The contract allowed the state to take action, including termination, if a local government failed to comply with rules and regulations.

Department staff monitor on-site at least twice during the time the grant is open. Checklists were used to ensure that each grant was reviewed in the same manner. In addition, Small Cities CDBG grantees were required to submit a Quarterly Status Report that reflected progress made to date, including accomplishments and beneficiaries by race and ethnicity, and the fair housing events conducted.

Also, the State's Auditor General audited the HUD funded programs to ensure compliance with federal and state laws, rules and regulations.

### **Citizen Participation**

1. Provide a summary of citizen comments.

The public hearing for the CAPER was noticed on October 12, 2015, in the Florida

Administrative Register. A public hearing was held on October 27, 2015, at the Department of Health's office at the Southwood Complex in Tallahassee. The public comment period on the CAPER ran from October 12 – October 27, 2015.

There were no members of the public present at the October 27, 2015, public hearing, and no comments were received during the 15-day timeframe.

2. In addition, the performance report provided to citizens identified the federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee was required to identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions were encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement could also be satisfied by specifying the census tracts where expenditures were concentrated.

The Notice of Funding Availability (NOFA) for the 2014 FFY funds was published in the Florida Administrative Register, on April 8, 2015. The application cycle for all categories of funding began on May 8, 2015, and ended on June 22, 2015. A copy of the NOFA can be found in Appendix 1.

Since the Florida Small Cities CDBG Program is a competitive grant program serving about 275 local governments, not all communities receive a grant each year. However, the Department does make available to the public the list of eligible communities, the amount of funding and application materials. All records of the CDBG Program were available to the public for the reporting period.

Please note that the location of the funding provided to each community was identified in Section 1B of this report.

## **Institutional Structure**

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

The HUD-funded agencies believe that current positions are adequate to effectively implement our respective programs. No gaps in institutional structure have been noted and no actions have been taken with respect to institutional structure.

## **Monitoring**

1. Describe how and the frequency with which you monitored your activities.

The Small Cities CDBG staff used a *Subgrant Risk Assessment Checklist* for each new subgrant agreement that was awarded. In completing the checklist, the grant manager reviewed information from the subgrant application, pre-award site visit, and the

recipient's grant history. The checklist helped the grant manager determine how many site visits each subgrant needed during the planned two-year period based on potential risk. If a recipient was determined to be a high risk, the grant manager prepared a plan for monitoring the subgrant through a combination of on-site visits and phone calls and e-mails to the recipient and the administrative consultant, if applicable, to check on the progress of the subgrant activities.

At least two on-site monitoring visits were conducted for each subgrant agreement. Projects that were determined to be a "High Risk" normally received a minimum of three on-site visits. The first on-site monitoring visit was made when approximately 25 percent of the funds had been expended. A second on-site visit was conducted when construction was 75-80 percent complete. A monitoring report was prepared following each on-site visit. If any findings or concerns were included in the report, the grant manager followed up with the recipient until they were cleared. A subgrant could not be closed until all findings and concerns were cleared.

The grant manager conducted additional on-site monitoring visits as needed. Subgrant recipients that were experiencing difficulties were monitored as often as necessary to ensure compliance with federal and state laws, rules and regulations. These visits included any necessary technical assistance to help the subgrantee build administrative capacity.

2. Describe the results of your monitoring including any improvements.

Monitoring indicated that subgrantees were carrying out their projects in compliance with federal and state laws, rules, and regulations. There were twenty-eight (28) on-site monitoring visits and seventy-four (74) desk monitoring reviews in FFY 2014. Although there were some findings, all were corrected within a reasonable period of time.

3. Self-Evaluation

a. Describe the effect programs have in solving neighborhood and community problems.

Communities report to the Department that without HUD funding they would not be able to make the improvements. The accomplishments and beneficiaries reported elsewhere in this document also confirm that infrastructure problems are resolved, commercial areas are improved, jobs are created, and deteriorating, affordable housing is renovated with HUD funds.

b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.

Please note the response above in Section 1.a.

Although the amount of funding was inadequate to meet all needs, communities built on funding received over a period of time to make a significant impact. Water and sewer improvements, for example, were made in phases. Once one grant was closed,

the community could apply for another grant to continue the work. The same was true for declining neighborhoods with significant housing rehabilitation needs. Jobs created over a course of time reduced unemployment. Over the past six years, approximately 1,400 jobs have been created.

- c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.

All Small Cities CDBG awards were funded under the low- to moderate-income national objective, and awards were made based on local government and citizen priorities. The entire focus of the program, as represented by the state administrative rule and application, was to meet the needs of low- and moderate-income persons. A community wide needs score was applied to each application for funding. This score took into consideration the number of low- to moderate-income persons, number of persons at or below the poverty level, and the number of substandard housing units.

The Department's efforts at providing decent housing, a suitable living environment, and expanded economic opportunities for principally low- and moderate-income (LMI) persons this past fiscal year benefitted 25 communities which included the rehabilitation of 79 homes, the revitalization of two commercial areas, and the creation of 85 jobs, of which 56 were LMI.

- d. Indicate any activities falling behind schedule.

The Department does not have any activities falling behind schedule.

- e. Describe how activities and strategies made an impact on identified needs.

Water and sewer hookups eliminated the need for residents to rely on wells with poor water quality and failing septic systems. Rehabilitation of housing included making them more energy efficient and improved housing conditions for very low-income households.

Insufficient funds made it impossible to meet every need of eligible communities.

- f. Identify indicators that would best describe the results.

The following indicators best describe results:

- Units rehabilitated,
- Households served,
- Jobs created,
- Jobs created that offer benefits,
- The percentage of low- to moderate-income beneficiaries, and
- Reduced unemployment rate.

- g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.

Insufficient funds made it impossible to meet every need of eligible communities.

- h. Identify whether major goals are on target and discuss reasons for those that are not on target.

The Department was successful in meeting its goals and objectives.

Specific CDBG Objective		Year	Performance Indicators	Expected Number	Actual Number
DH3.1	Temporary Relocation	2014	Households	45	38
DH3.1	Sewer Hookups	2014	Housing Units	90	43
DH3.1	Water Hookups	2014	Housing Units	90	0
DH3.1	Housing Rehab	2014	Housing Units	72	79
SL1.1	Neighborhood Center	2014	Building Unit	1	0
SL1.1	Parks and Playgrounds	2014	Site	1	2
SL1.1	Parking Facilities	2014	Spaces	20	39
SL1.1	Water/Sewer Facilities	2014	Plant	1	5
SL1.1	Fire Hydrants	2014	FH	10	0
SL1.1	Sidewalks	2014	Linear Feet	5,000	9,582
SL1.1	Street Improvements	2014	Linear Feet	20,000	48,219
SL3.1	Utilities Relocation	2014	Linear Feet	2,500	3,505
SL3.1	Water/Sewer Lines	2014	Linear Feet	20,000	77,557
SL3.1	Flood and Drainage Projects	2014	Unit	3	5
SL3.1	Site Development for Public Facilities/Infrastructure	2014	Site	2	2
EO1.1	Job Creation/Retention	2014	Job	200	85

- I. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

As indicated elsewhere in this report, the Department facilitated web-based reporting to increase efficiency at both the local and state level.

### Lead-based Paint

- 1. Describe actions taken during the last year to evaluate and reduce 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, maps showing areas within the state where lead-based paint may be present, reports on activities, and other information.

When housing units (or other buildings) were rehabilitated with HUD funds, including CDBG funding, federal guidelines regarding the safe removal of lead-based paint, as well as asbestos, were carefully followed. Certified experts conducted “testing” and “abatement” as necessary. Contractors performing renovation, repair, and painting projects that disturbed lead-based paint in homes, child care facilities, and schools built before 1978 were certified and must follow specific work practices to prevent lead contamination. Rehabilitated units must be brought up to the minimum building code, and local building code inspectors had to sign off on all work when completed.

The CDBG Program implemented these rules in the housing rehabilitation process. CDBG workshops covered lead-based paint requirements and technical assistance was provided upon request.

**HOUSING**

**Housing Needs**

Describe Actions taken during the last year to foster and maintain affordable housing.

By bringing housing up to the minimum building code and Section 8 quality standards, it can be maintained for a longer period of time in a community. Without this rehabilitation, units decline to a point where they must be demolished. Then, if there are no funds available, they cannot be replaced.

The Small Cities, CDBG Disaster Recovery, and Neighborhood Stabilization Program funds addressed affordable housing through the replacement or rehabilitation of substandard, storm damaged, or foreclosed housing. Each grant required that a set percentage of the funding address housing revitalization or rehabilitation for LMI households.

**Specific Housing Objectives**

1. Evaluate progress in meeting the specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.

Of the grants closed during the reporting period, the following local governments rehabilitated a total of 79 homes.

<b>Local Government</b>	<b>Total Households Proposed/ Actual</b>	<b>Low-Income Households Proposed/ Actual</b>	<b>Extremely Low-Income Households Proposed/ Actual</b>	<b>Total Elderly Individuals</b>	<b>Total Disabled Individuals</b>	<b>Number of Home Owners</b>
Clewiston	10/10	10/10	3/3	4	2	10
Lee	50/20	50/20	2/5	8	2	14
Bradford County	10/10	10/10	2/4	6	5	10
Wakulla County	10/12	10/12	2/7	6	8	12
McIntosh	8/9	8/9	2/2	5	1	9
Levy County	10/10	10/10	2/3	6	6	10

Raiford	8/8	8/8	2/4	2	4	8
<b>Total</b>	<b>106/79</b>	<b>106/79</b>	<b>15/28</b>	<b>37</b>	<b>28</b>	<b>73</b>

2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.

All housing rehabilitation funded by the CDBG Program addressed affordable housing. The CDBG Program has primarily used non-recurring Disaster Recovery funds and Neighborhood Stabilization funds to address rental housing. Disaster Recovery Funds were received following the 2004, 2005, and 2008 hurricane seasons and Neighborhood Stabilization funds were received in 2008 and 2010. Since this report does not cover those programs, information regarding units addressed by affordable rental housing is not included. That information can be found in DRGR. HOME Program information is being reported separately in another section of this CAPER.

3. Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.

All funds were targeted to rehabilitate substandard or “worst-case” housing needs. Local governments were required to have a Housing Assistance Plan. These plans gave priority to the elderly and to persons with disabilities. When units were addressed that have a disabled person in the household, modifications were made to assist a disabled person through the inclusion of various improvements such as ramps, wider doors and doorways, lowered cabinets, and bathroom handrails. Grant managers monitor to ensure compliance with these requirements and the issues were addressed in workshops.

### **Public Housing Strategy**

1. Describe actions taken during the last year to improve public housing and resident initiatives.

The Small Cities CDBG Program did not fund public housing. No applications for such funding were received from eligible local governments.

Both the Disaster Recovery and Neighborhood Stabilization Programs involved public housing authorities in the administration of housing programs at the local level. Information relating to funding for public housing was reported in the Disaster Recovery Grant Reporting System, which also included the NSP program. This information is not included in this report since the CAPER does not cover non-recurring CDBG funds.

### **Barriers to Affordable Housing**

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

As described in several places in this report, making housing units sustainable through the rehabilitation process maintains affordable housing. Further, replacement of housing units that cannot be rehabilitated maintains the stock of affordable housing.

- a. The CDBG Program promoted affordable housing through rehabilitation and replacement of substandard housing. This effort assisted communities in maintaining affordable housing. Also, Florida has an affordable housing program referred to as the State Housing Initiatives Partnership (SHIP) Program. To qualify for SHIP funds, local governments had to review land development regulations and adopt housing incentives within a year of approval. Each local government was required, at a minimum to adopt an expedited review process and a regulatory costing provision. A local government had to specify the estimated costs any new regulation or ordinance would add to the cost of housing. All local governments eligible to participate in SHIP elected to do so. Through this process, many jurisdictions revised their local comprehensive plans and land development regulations to promote affordable housing.
- b. Since the 2004 hurricane season, the State has received more than \$400 million in CDBG Disaster Recovery Funds. Although not required to be reported in the CAPER, as it is reported in DRGR system, the state chose to direct much of this funding for the restoration of affordable housing for low- and moderate-income persons. Disaster funds were allocated to areas that received the most storm damage, taking into consideration damage to affordable housing. Sixteen (16) public housing authorities received grants to harden housing units with storm-resistant doors and windows. Both single and multi-family housing were addressed. This effort assisted in maintaining rental housing for low-income households.
- c. Florida Housing Finance Corporation administers federal and state housing programs that encourage local government support of proposed housing by providing points in the application for local funding contributions. The Corporation's rental programs were designed to ensure that resources were spread across the state in order to provide affordable housing in areas where such housing did not exist in the past. The HOME program encouraged public, private, and nonprofit partnerships, and strengthened the abilities of the state as well as municipalities and community housing development organizations to design and implement innovative strategies for achieving adequate supplies of affordable housing throughout the State of Florida.

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**Community Development**

1. Assessment of Relationship of CDBG Funds to Goals and Objectives.

- a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.

In 2011, a priority community development needs survey was conducted in conjunction with the Consolidated Plan. Based on the responses to the survey, CDBG has chosen to fund the following community development needs. The chart below shows the projects, the funding needed by the communities to undertake these projects, the number of anticipated projects that CDBG may fund from 2011-2015, and the projects that were closed out in 2014.

<b>Priority CDBG Community Development Needs</b>					
<b>Community Development Needs</b>	<b>Need Priority</b>	<b>Funding Needed</b>	<b>Anticipated Projects to Be Funded 2011-15</b>	<b>Projects Completed in 2014</b>	<b>CDBG Dollars Spent on 2014 Projects</b>
Public Facilities					
Senior Centers	Low	\$11,425,000			
Youth Centers	Low	\$7,300,000			
Community Centers/Neighborhood Facilities	Mod	\$14,550,000	3		
Child Care Centers	Low	\$1,450,000			
Adult Day Care Centers	Low	\$2,200,000			
Parks and Playgrounds	Mod	\$28,550,000	5	2	\$770,000
LMI Health Facilities (Medical and Nonmedical) <sup>1</sup>	Low	\$63,000,000			
Parking Facilities/Lots	Low	\$7,285,000			
Homeless Facilities/Shelters	Low	\$5,740,000			
Fire Stations	Mod	\$50,600,000	5		
Infrastructure Improvements					
Sewer lift station	Mod	\$50,900,000		3	\$187,965
Flood & Drainage	High	\$54,550,000	10	3	\$1,285,870
Removal of Architectural Barriers	Low	\$1,550,000			
Street Improvements	High	\$126,325,000	20	5	\$1,321,223
Sidewalks	Mod	\$23,550,000		1	\$45,000
Sewer Line Improvements	High	\$59,978,000	20	3	\$1,837,674
Sewer Facilities	Mod	\$62,560,000	7	1	\$569,000
Sewer/Water Hookups	High	\$15,050,000	5		
Water Lines	High	\$43,234,500	20	3	\$1,629,332
Water facilities	High	\$21,700,000	10	4	\$1,367,162

Fire Hydrants	Moderate	\$8,900,000			
<b>Total Neighborhood Projects</b>			<b>105</b>	<b>25</b>	<b>\$9,013,226</b>
Economic Development				3	\$1,529,017
Commercial-Industrial Rehabilitation	High	\$23,375,000	15		
Commercial-Industrial Infrastructure	Mod	\$17,885,000	25	2	\$1,302,450
Other Commercial-Industrial Improvements	Mod	\$4,350,000			
Job Creation <sup>6</sup>	High	\$12,150,000			
<b>Total for CR &amp; ED Projects</b>			<b>40</b>	<b>5</b>	<b>\$2,831,467</b>
Planning/Technical Assistance					
Engineering for Sewer/Water Projects	High	\$15,875,800	6	12	\$481,349
Engineering for Sidewalk, Street, and Drainage Projects	High	\$9,885,000	4	8	\$258,838
<b>Total Engineering</b>			<b>10</b>	<b>20</b>	<b>\$740,187</b>
Technical Assistance	Mod	\$2,940,000			
<b>Total Funding Need/Estimated Projects to be Funded</b>		<b>\$746,858,300</b>	<b>155</b>	<b>50</b>	<b>\$12,584,880</b>

- b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.

Through the rehabilitation of 79 houses, the Small Cities CDBG program provided affordable housing to LMI households. Accomplished with forgivable loans, the replacement or rehabilitation of substandard housing provides access to decent living conditions. The chart below is broken down by total households that were proposed in the applications and the actual number of households rehabilitated.

Local Government	Total Households Proposed/ Actual	Low-Income Households Proposed/ Actual	Extremely Low-Income Households Proposed/ Actual	Total Elderly Individuals	Total Disabled Individuals	Number of Home Owners
Clewiston	10/10	10/10	3/3	4	2	10
Lee	50/20	50/20	2/5	8	2	14
Bradford	10/10	10/10	2/4	6	5	10
Wakulla	10/12	10/12	2/7	6	8	12
McIntosh	8/9	8/9	2/2	5	1	9
Levy	10/10	10/10	2/3	6	6	10
Raiford	8/8	8/8	2/4	2	4	8
<b>Total</b>	<b>106/79</b>	<b>106/79</b>	<b>15/28</b>	<b>37</b>	<b>28</b>	<b>73</b>

- c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.

During the 2014 fiscal year, when all closed-out grants were accounted for, CDBG had benefitted a total of 38,457 persons. Of that total, 33,472 were low- to moderate-income persons, and 8,056 persons were very low-income.

## 2. Changes in Program Objectives.

- a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.

The goals and objectives identified by HUD as national objectives related to low- and moderate-income individuals are the same as the state objectives. With the technical assistance provided by the HUD field office, the state has been able to administer an effective program that addresses basic infrastructure, housing needs, and job creation. No changes to the objectives are under consideration at this time.

## 3. Assessment of Efforts in Carrying Out Planned Actions.

- a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.

The Consolidated Plan provided information in a Special Needs Matrix on a number of state administered programs that receive state general revenue funds, as well as federal funding. Each agency pursues its own funding and allocates it according to its agency's priorities. The programs provide services that are specifically available to low-income persons, the elderly, disabled, unemployed, the homeless, and those that have special housing or health care needs. The CDBG program fits into this framework by addressing housing and community development needs for low-and moderate-income individuals.

- b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.

The Department reviews requests for certifications of consistency with the Consolidated Plan expeditiously and provides the requesting organization with their certification. The Department has no knowledge of an applicant's capacity or past history. Certifications are based solely on information presented. This allows the Department to provide certifications of consistency with the Consolidated Plan in a fair and impartial manner.

The HOME, HOPWA, and ESG programs have kept their application for funding consistent with the Consolidated Plan and HUD regulations. Applications for these funds meet the goals and objectives of the HUD programs by making affordable housing available throughout the state and serving the homeless and persons with HIV/AIDS.

- c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.

The State of Florida has not knowingly undertaken any actions or willful inactions that hindered the implementation of the Consolidated Plan.

4. For Funds Not Used for National Objectives.

- a. Indicate how the use of CDBG funds did not meet national objectives.

All activities funded by CDBG met the HUD national objective of serving low- and moderate-income persons.

- b. Indicate how the use of CDBG funds did not comply with overall benefit certification.

Because all projects were funded under the low- to moderate-income national objective, the state complied with the overall benefit certification requirement.

5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation, or demolition of occupied real property.

- a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.

The CDBG Program provides all local governments with detailed information on the Uniform Relocation Act (URA), 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. CDBG staff provides annual training on acquisition and relocation during its application and implementation workshops for local government representatives and consultants. Publications related to the URA are available on the Department's website. The Department has copied the HUD publication *When a Public Agency Acquires Your Property* (HUD-1041-CPD) to the website and uses it as the program acquisition policy. If a different policy is adopted by a local government, it must be consistent with the URA.

Most of the acquisitions that occur under the Florida Small Cities CDBG Program are for permanent easements for infrastructure improvements that do not displace individuals or businesses. The only displacements that take place in Florida are temporary displacements of families whose homes are being rehabilitated with CDBG funds. They are temporarily moved for safety purposes while their homes are undergoing major improvements or being replaced.

The office has also identified one staff member to be the subject matter specialist on URA issues. This employee works with fellow staff members, consultants, and local government representatives to identify and resolve URA issues.

- b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.

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 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 URA is followed. The grant manager monitors activities using standardized checklists to ensure that all actions taken are in line with the URA.

- c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.

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.

6. Low/Mod Job Activities – for Economic Development activities undertaken where jobs were made available but not taken by low- or moderate-income persons.

- a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.

Contract provisions require that first consideration for jobs be given to low/mod persons. On-site monitoring ensures that this provision has been implemented.

- b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.

<b>Jobs Created Through Economic Development Grants</b>				
<b>Local Government/Business</b>	<b>Number of Employees</b>	<b>FTE</b>	<b>LMI</b>	<b>%</b>
<b>Apalachicola / Water Street Seafood</b>				
<b>Officials and Managers</b>	<b>5</b>			
<b>Sales</b>	<b>1</b>			
<b>Operatives (semi-skilled)</b>	<b>11</b>			
<b>Office and Clerical</b>	<b>3</b>			
<b>Craft Workers (skilled)</b>	<b>7</b>			
<b>Laborers</b>	<b>25</b>			
<b>Total:</b>	<b>52</b>	<b>52</b>	<b>36</b>	<b>69%</b>
<b>Walton / Dixie RV Superstore</b>				
<b>Officials and Managers</b>	<b>1</b>			
<b>Sales</b>	<b>9</b>			
<b>Professionals</b>	<b>2</b>			
<b>Technicians</b>	<b>4</b>			
<b>Service workers (unskilled)</b>	<b>6</b>			
<b>Office and Clerical</b>	<b>4</b>			
<b>Laborers</b>	<b>7</b>			
<b>Total:</b>	<b>33</b>	<b>33</b>	<b>20</b>	<b>61%</b>

- c. If any of the jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.

The participating party/business is required to ensure that all jobs created for low- and moderate-income individuals require no more than a high school education or equivalent. Any skills or training above this level must be provided by the participating party at no cost to the worker.

7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low- and moderate-income benefit.
- a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.

No CDBG activities were funded under the low/mod limited clientele national objective.

8. Program income received.

- a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, Economic Development, or other type of revolving fund.

The state does not utilize revolving funds. Program income is used to fund additional applications.

- b. Detail the amount repaid on each float-funded activity.

The Department does not utilize float-funding.

- c. Detail all other loan repayments broken down by the categories of housing rehabilitation, Economic Development, or other.

The Department did not receive any loan repayments for this reporting period.

- d. Detail the amount of income received from the sale of property by parcel.

There was no income received from the sale of property.

9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:

- a. The activity name and number as shown in IDIS;  
b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was/were reported;  
c. The amount returned to line-of-credit or program account; and  
d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.

None/Not applicable.

10. Loans and other receivables.

- a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.

None/Not applicable.

- b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.

None/Not applicable.

- c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.

None/Not applicable.

- d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.

None/Not applicable.

- e. Provide a List of the parcels of property owned by the grantee or its sub-recipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.

None/Not applicable.

11. Lump sum agreements.

- a. Provide the name of the financial institution.
- b. Provide the date the funds were deposited.
- c. Provide the date the use of funds commenced.
- d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

None/Not applicable.

12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year.

- a. Identify the type of program and number of projects/units completed for each program.

Housing Rehabilitation: 79 units rehabilitated.

- b. Provide the total CDBG funds involved in the program.

\$4,290,998

- c. Detail other public and private funds involved in the project.

<b>Local Government</b>	<b>CDBG Funding</b>	<b>SHIP Funds</b>	<b>Other Funds</b>
Wakulla County	\$743,841	\$47,187	
Levy County	\$736,347	\$125,000	
<b>Totals</b>	<b>\$1,480,188</b>	<b>\$172,187</b>	

13. Neighborhood Revitalization Strategies—for grantees that have HUD-approved neighborhood revitalization strategies.

- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

The State does not have a HUD-approved Neighborhood Revitalization Strategy.

### **Anti-poverty Strategy**

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

Florida's anti-poverty strategies are carried out by programs administered by several state agencies. The primary agencies responsible for anti-poverty programs in the state are the Department of Children and Families (DCF) and the Department of Economic Opportunity (DEO).

DCF is the state agency responsible for the Florida Food Assistance Program and Temporary Assistance to Needy Families. The Welfare Transition program is also administered by DCF, assists participants to move from welfare to economic self-sufficiency.

DEO provides reemployment assistance, job search and career planning assistance, and resources to help business owners and entrepreneurs establish businesses in Florida, and create jobs. Florida's 24 Regional Workforce Boards help unemployed residents find jobs. From July 2014 through June 2015, the workforce boards placed 86,235 individuals, who were receiving reemployment assistance, in jobs.

The Small Cities CDBG program funds economic development projects requiring that 51 percent of the jobs created be made available to low- to moderate-income workers. Job training is also required, at no expense to the employee, if skills above a high school education are necessary.

## **NON-HOMELESS SPECIAL NEEDS**

### **Non-homeless Special Needs**

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

**This is identified in the HOPWA section of the CAPER.**

## APPENDIX 1

### **Notice of Funding Availability Department of Economic Opportunity Florida Small Cities CDBG Program**

The Department of Economic Opportunity (DEO) announces funding availability for non-entitlement units of local government under the Florida Small Cities Community Development Block Grant (CDBG) Program. The Department will make Federal Fiscal Year (FFY) 2014 funding available for the Neighborhood Revitalization (\$8.17 million), Housing Rehabilitation (\$4.88 million) and Commercial Revitalization (\$1.47 million) program areas. Units of local government are not eligible to apply for funding in one of the three program areas if they have an open CDBG subgrant in any of the three areas or an open Planning and Design subgrant.

The Department also has approximately \$8.17 million available in the Economic Development (ED) program area for job creation/retention activities. Non-entitlement units of local government that have an open Neighborhood Revitalization, Housing Rehabilitation, Commercial Revitalization or Economic Development subgrant are eligible to apply for Economic Development funding if the open subgrant is “on time” and “on schedule.”

A total of \$22.7 million in FFY 2014 funding will be available to eligible applicants in the four program areas. The FFY 2014 list of non-entitlement units of local government is available on the Department’s website at [www.FloridaJobs.org/CDBGApplicantInfo](http://www.FloridaJobs.org/CDBGApplicantInfo). The application process is conducted in accordance with Sections 290.0401 – 290.048, Florida Statutes, and Chapter 73C-23, Florida Administrative Code.

The Federal Fiscal Year 2014 application cycle for all of the above-mentioned categories of funding will begin (“open”) on May 8, 2015, and end (“close”) at 5:00 p.m. ET on June 22, 2015, (“the deadline date”). Funding requests must be submitted on the Florida Small Cities CDBG Application for Funding, Form SC-60, which will be available on the Department’s website listed above on April 8, 2015, and must be received by 5:00 p.m. ET on June 22, 2015. Mailing address: Florida Small Cities CDBG Program, Department of Economic Opportunity, 107 East Madison Street – MSC 400, Tallahassee, Florida 32399-6508. Hand-delivered applications must be received by 5:00 p.m. ET on June 22, 2015, at

the Small Cities CDBG Program office in the Caldwell Building, 107 East Madison Street, Tallahassee. Two copies of the Application for Funding must be submitted, including at least one complete hard copy with original signatures. An electronic copy of the Application for Funding (in Microsoft Word or Adobe PDF format on a CD or USB drive) can be submitted as the second required copy of the application.

In the event that funds remain available in the Economic Development category after the application deadline date, ED applications submitted after the deadline date will be reviewed, and eligible applications will be awarded funding on a first-come, first-served basis.

An additional \$0.60 million has been designated as Emergency Set-Aside funding for state-declared emergencies that occurred between April 1, 2014, and March 31, 2015. A separate Notice of Funding Availability will be published for these funds.

If you have questions, please contact Roger Doherty, Small Cities CDBG Planning Manager, at (850) 717-8417 or by email at [roger.doherty@deo.myflorida.com](mailto:roger.doherty@deo.myflorida.com).

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**APPENDIX 2**

**RELATED PERFORMANCE CHARTS**

<b>Optional Table 3A Summary of Specific Annual Objectives</b>							
<b>Specific Objective</b>		<b>Source of Funds</b>	<b>Year</b>	<b>Performance Indicators</b>	<b>Expected Number</b>	<b>Actual Number</b>	<b>Percent Achieved</b>
<b>Sustainability of Decent Housing (DH-3)</b>							
<b>DH3.1</b>	Temporary Relocation	CDBG	2011	HH	60	79	%
			2012	HH	50	108	%
			2013	HH	45	131	%
			2014	HH	45	38	%
			2015	HH	45		
			<i>MULTI-YEAR GOAL</i>				245
<b>Sustainability of Decent Housing (DH-3)</b>							
<b>DH3.1</b>	Sewer Hookups	CDBG	2011	HU	100	32	%
			2012	HU	100	256	%
			2013	HU	90	166	%
			2014	HU	90	43	%
			2015	HU	90		%
			<i>MULTI-YEAR GOAL</i>				470
<b>Sustainability of Decent Housing (DH-3)</b>							
<b>DH3.1</b>	Water Hookups	CDBG	2011	HU	100	0	%
			2012	HU	100	16	%
			2013	HU	90	4	%
			2014	HU	90	0	%
			2015	HU	90		%
			<i>MULTI-YEAR GOAL</i>				470
<b>Sustainability of Decent Housing (DH-3)</b>							
<b>DH3.1</b>	Housing Rehab	CDBG	2011	HU	72	126	%
			2012	HU	72	166	%
			2013	HU	72	227	%
			2014	HU	72	79	%
			2015	HU	72		%
			<i>MULTI-YEAR GOAL</i>				360
<b>Availability/Accessibility of Suitable Living Environment (SL-1)</b>							
<b>SL1.1</b>	Neighborhood Center	CDBG	2011	BU	1	0	%
			2012	BU	1	1	%
			2013	BU	1	0	%
			2014	BU	1	0	%
			2015	BU	1		%
			<i>MULTI-YEAR GOAL</i>				5
<b>Availability/Accessibility of Suitable Living Environment (SL-1)</b>							
<b>L1.1</b>	Parks and Playgrounds	CDBG	2011	Site	1	1	%
			2012	Site	1	5	%
			2013	Site	1	5	%
			2014	Site	1	2	%
			2015	Site	1		%
			<i>MULTI-YEAR GOAL</i>				5

Availability/Accessibility of Suitable Living Environment (SL-1)							
SL1.1	Parking Facilities	CDBG	2011	Spaces	20	0	%
			2012	Spaces	20	4 lots	%
			2013	Spaces	20	128	%
			2014	Spaces	20	39	%
			2015	Spaces	20		%
			<i>MULTI-YEAR GOAL</i>				100
Availability/Accessibility of Suitable Living Environment (SL-1)							
SL1.1	Water/Sewer Facilities	CDBG	2011	Plant	1	13	%
			2012	Plant	1	2	%
			2013	Plant	1	18	%
			2014	Plant	1	5	%
			2015	Plant	1		%
			<i>MULTI-YEAR GOAL</i>				5
Availability/Accessibility of Suitable Living Environment (SL-1)							
SL1.1	Fire Station	CDBG	2011	Station	1	1	%
			2012	Station	1	0	%
			2013	Station	1	1	%
			2014	Station	1	0	%
			2015	Station	1		%
			<i>MULTI-YEAR GOAL</i>				5
Availability/Accessibility of Suitable Living Environment (SL-1)							
SL1.1	Fire Hydrants	CDBG	2011	FH	10	23	%
			2012	FH	10	8	%
			2013	FH	10	40	%
			2014	FH	10	0	%
			2015	FH	10		%
			<i>MULTI-YEAR GOAL</i>				50
Availability/Accessibility of Suitable Living Environment (SL-1)							
SL1.1	Sidewalks	CDBG	2011	Linear Feet	5000	14,065	%
			2012	Linear Feet	5000	6,815	%
			2013	Linear Feet	5000	12,570	%
			2014	Linear Feet	5000	9,582	%
			2015	Linear Feet	5000		%
			<i>MULTI-YEAR GOAL</i>				25,000
Availability/Accessibility of Suitable Living Environment (SL-1)							
SL1.1	Street Improvements	CDBG	2011	Linear Feet	20000	27,335	%
			2012	Linear Feet	20000	62,367	%
			2013	Linear Feet	20000	35,413	%
			2014	Linear Feet	20000	48,219	%
			2015	Linear Feet	20000		%
			<i>MULTI-YEAR GOAL</i>				100,000
Sustainability of Suitable Living Environment (SL-3)							

SL3.1	Utilities Relocation	CDBG	2011	Linear Feet	2500	700	%
			2012	Linear Feet	2500	1,400	%
			2013	Linear Feet	2500	4,205	%
			2014	Linear Feet	2500	3,505	%
			2015	Linear Feet	2500		%
			<i>MULTI-YEAR GOAL</i>				12,500
<b>Sustainability of Suitable Living Environment (SL-3)</b>							
SL3.1	Water/Sewer Lines	CDBG	2011	Linear Feet	20000	66,441	%
			2012	Linear Feet	20000	119,813	%
			2013	Linear Feet	20000	154,083	%
			2014	Linear Feet	20000	77,557	%
			2015	Linear Feet	20000		%
			<i>MULTI-YEAR GOAL</i>				100,000
<b>Sustainability of Suitable Living Environment (SL-3)</b>							
SL3.1	Flood and Drainage Projects	CDBG	2011	Unit	3	5	%
			2012	Unit	3	6	%
			2013	Unit	3	3	%
			2014	Unit	3	5	%
			2015	Unit	3		%
			<i>MULTI-YEAR GOAL</i>				15
<b>Sustainability of Suitable Living Environment (SL-3)</b>							
SL3.1	Site Development for Public Facilities/ Infrastructure	CDBG	2011	Site	2	3	%
			2012	Site	2	3	%
			2013	Site	2	1	%
			2014	Site	2	2	%
			2015	Site	2		%
			<i>MULTI-YEAR GOAL</i>				10
<b>Availability/Accessibility of Economic Opportunity (EO-1)</b>							
<b>Specific Objective</b>		<b>Source of Funds</b>	<b>Year</b>	<b>Performance Indicators</b>	<b>Expected Number</b>	<b>Actual Number</b>	<b>Percent Achieved</b>
EO1.1	Job Creation/Retention	CDBG	2011	Job	150	186	%
			2012	Job	150	286	%
			2013	Job	175	153	%
			2014	Job	200	85	%
			2015	Job	225		%
			<i>MULTI-YEAR GOAL</i>				900
<b>Affordability of Economic Opportunity (EO-2)</b>							
EO3.1	Commercial Rehab	CDBG	2011	Building Unit	2	3	%
			2012	Building Unit	2	2	%
			2013	Building Unit	2	13	%
			2014	Building Unit	2	8	%
			2015	Building Unit	2		%
			<i>MULTI-YEAR GOAL</i>				10

## 2014 OUTCOME PERFORMANCE MEASUREMENTS

### Table 2C

#### Summary of Specific Housing/Community Development Objectives

Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/Objective*
<b>Housing</b>					
Temporary Relocation	CDBG	Households	45	38	DH-3
Sewer Hookups	CDBG	Households	90	43	DH-3
Water Hookups	CDBG	Housing Units	90	0	DH-3
Housing Rehabilitation	CDBG	Housing Units	72	79	DH-3
<b>Community Development</b>					
Water/Sewer Facilities	CDBG	Plant/Tanks	1	5	SL-1
Water/Sewer Lines	CDBG	Linear Feet	20,000	77,557	SL-3
Fire Hydrants	CDBG	Hydrants	10	0	SL-1
Sidewalks	CDBG	Linear Feet	5,000	9,582	SL-1
Street Improvements	CDBG	Linear Feet	20,000	48,219	SL-1
Utilities Relocation	CDBG	Linear Feet	2,500	3,505	SL-3
Flood and Drainage	CDBG	Linear Feet	20,000	10,407	SL-3
Flood and Drainage Projects	CDBG	Unit	3	5	SL-3
Job Creation/Retention	CDBG	Job	200	85	EO-1
Commercial Rehab	CDBG	Building Unit	2	8	EO-2
Parking	CDBG	Spaces/Lot	20/1	39/2	SL-1
<b>Public Facilities</b>					
Neighborhood Center	CDBG	Building	1	0	SL-1
Parks and Playgrounds	CDBG	Site	1	2	SL-1

\*Projects funded from state-administered CDBG funds are not completed within the same year that the award is made. Therefore, the actual number completed cannot be reported until the projects are finished and the grant is closed.

#### \*Outcome/Objective Codes

	Availability/Accessibility	Affordability	Sustainability
<b>Decent Housing</b>	DH-1	DH-2	DH-3
<b>Suitable Living Environment</b>	SL-1	SL-2	SL-3
<b>Economic Opportunity</b>	EO-1	EO-2	EO-3

**Priority Housing Activities/Investment Plan Table**  
(Table 2A)

Priority Need	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
<b>CDBG</b>						
Acquisition of existing rental units						
Production of new rental units						
Rehabilitation of existing rental units						
Rental assistance						
Acquisition of existing owner units						
Production of new owner units						
Rehabilitation of existing owner units						
Homeownership assistance						
Rehabilitation of existing rental or owner occupied units	360/598	72/126	72/166	72/227	72/79	72/
<b>HOME</b>						
Acquisition of existing rental units*						
Production of new rental units						
Rehabilitation of existing rental units*						
Rental assistance						
Acquisition of existing owner units						
Production of new owner units						
Rehabilitation of existing owner units						
Homeownership assistance						
* The Acquisition and Rehabilitation units are the same activity – one development using funds for both Acquisition and Rehabilitation						
<b>HOPWA</b>						
Rental assistance						
Short term rent/mortgage utility payments						
Facility based housing development						
Facility based housing operations						
Supportive services						
<b>Other</b>						

## Priority Community Development Activities

Table 2B)

Priority Need	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
Acquisition of Real Property						
Disposition						
Clearance and Demolition						
Clearance of Contaminated Sites						
Code Enforcement						
Public Facility (General)						
Senior Centers						
Handicapped Centers						
Homeless Facilities						
Youth Centers						
Neighborhood Facilities	3/2	1/0	0/0	1/1	0/0	1/
Child Care Centers						
Health Facilities						
Mental Health Facilities						
Parks and/or Rec Facilities	5/13	1/1	1/5	1/ 5	1/2	1/
Parking Facilities (lots)	5/10	1/1	1/4	1/3	1/2	1/
Tree Planting						
Fire stations/Equip./Hydrants	FS 5/2 FH 50/71	FS 1/1 FH 10/23	FS 1/ FH 10/8	FS 1/1 FH 10/40	FS 1/0 FH 10/0	FS 1/ FH 10/
Abused/Neglected Children Facility						
Asbestos Removal						
Non-Residential Historic Pres.						
Other Public Facility Needs						
Infrastructure (General)						
Water/Sewer Improvements	52/60	10/14	11/13	10/18	11/15	10/
Street Improvements	20/33	4/10	4/6	4/9	4/8	4/
Sidewalks	10/19	2/4	2/4	2/8	2/3	2/
Solid Waste Disposal Improvement						
Flood Drainage Improvements	10/19	3/5	3/6	3/3	3/5	2/
Other Infrastructure						
Public Services (General)						
Senior Services						
Handicapped Services						
Legal Services						
Youth Services						
Child Care Services						
Transportation Services						
Substance Abuse Services						
Employment/Training Services						
Health Services						
Lead Hazard Screening						
Crime Awareness						
Fair Housing Activities						
Tenant Landlord Counseling						
Other Services						
Economic Development (Gen)						

C/I Land Acquisition/Disposition						
C/I Infrastructure Development	25/37	5/7	5/9	5/13	5/8	5/
C/I Building Acquisition/Const/Rehab	15/7	3/5	3/0	3/0	3/2	3/
Other C/I						
ED Assistance to For-Profit						
ED Technical Assistance						
Micro-enterprise Assistance						
Other						

This table reflects needs in terms of projects and not actual "units" (such as linear feet) needed.

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

**Emergency Solutions Grant (ESG) Program**

Department of Children and Families

Office on Homelessness

*Federal Fiscal Year 2014*

*State Fiscal Years 2013-14*

## **The State of Homelessness in Florida**

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 Solutions Grant funds is very important to the state's ability to address these issues on a statewide basis.

In January 2015, the 28 local homeless coalitions in Florida counted and reported 35,964 homeless persons who were living on the street or in an emergency shelter in Florida. The survey counts combined with Homeless Management Information Systems (HMIS) shows that of Florida's homeless population 63.6% are men, while 35.5% are women. The majority of homeless persons are single, representing 84.3% of the homeless population counted. 18.9% of the homeless population are under the age of 18 and 5.2% are over the age of 60. Persons between the ages of 24 and 60 make up the majority of the homeless population at 68.1%.

Persons who have served in active duty in the U.S. military and who are homeless represent 16.3% of the homeless population. Over half of all homeless persons reported a disabling condition including physical, drugs and/or alcohol, mental illness, HIV/AIDS and developmental disabilities.

Loss of employment/financial reasons is the largest reported cause of homelessness in Florida at 41.5%. Medical/disability, family problems, and housing issues are other top causes cited.

More than half of all the homeless population reported at least one episode of homelessness.

Based on the estimated count of homeless in Florida, single adult males remain the largest single population group, but the numbers of families and children who are homeless is becoming more and more significant. Current reports suggest that households with dependent children make up eighteen percent (18%) of the homeless population. Given the fact that a growing number of homeless are families, there is a need for shelters that house families together, such that spouses or parents and children do not have to be separated when they come into shelter. Additionally, there is a need for access to affordable housing in order to transition individuals out of shelters and into permanent homes. In 2014, Florida reported an inventory of 22,316 emergency shelters, safe haven, re-housing, transitional and permanent housing beds. The growing number of homeless persons necessitates a need for more shelter beds, and more targeted services to address individuals who have been chronically homeless.

## **2014 Emergency Solutions Grants**

In 2014, the State of Florida received \$4,605,599 in Emergency Solutions Grant (ESG) funds that the state used to help address unmet needs. These funds were available for use by the grantees through June 30, 2015. The State published a competitive grant solicitation to award ESG funds for shelter operating costs and support services, as well as homeless prevention activities aimed at assisting those persons in imminent danger of becoming homeless, rapid

re-housing activities aimed at housing those persons living in an emergency shelter or places not meant for human habitation, and providing street outreach services to persons who are literally on the street, parks, abandoned buildings and campgrounds. The 2014 ESG focused on several key issues as reflected in the state's Annual Action Plan and the state homelessness priorities.

Out of the total \$4,605,599 in ESG allocated to the State of Florida, \$4,480,692 (97% of total award) was available for grant awards to local governments and non-profit applicants. The remaining \$124,907 (2.7 percent) will be used by the state and/or local governments for program administration.

### **2012 Emergency Solutions Grants**

The Emergency Solutions Grant program allocation total for 2012 was \$12,466,512 based on formula awards released from HUD. Direct grants will be provided to 21 units of local governments, allocating \$7,115,143 to Florida's largest cities and urban counties. The State of Florida formula allocation of \$5,351,369 is based on the allocation given for populations and housing conditions that exist in the balance of cities and counties that do not receive a direct formula award. This will be made available through a competitive solicitation process.

### **Departmental funding priorities for 2014 Emergency Solutions Grant:**

#### *Facilities Evaluations*

1. Need of emergency shelter beds in area served by the shelter;
2. Evaluation of Shelter applicant's performance by Continuum of Care:
  - Bed utilization
  - Length of stay
3. Continuum of Care area shelter outcomes:
  - Percent of shelter leavers transitioning to permanent housing
  - Percent of shelter leavers with employment income
  - Evaluations of outcomes achieved by applicant under Department's 2012 ESG award, if applicable
4. Certification by Continuum on the applicant's consistency with:
  - Continuum of Care Plan
  - Data quality in HMIS
  - Applicant's usage of the Coordination Assessment System, if such system is in place
  - Applicant's commitment to accept referrals and place those referred by the Coordinated Assessment System
  - Applicant's coordination of services with other homeless service and housing providers within the planning area
5. Applicant is formal ACCESS Partner with the Department;
6. Homeless person's participation on applicant's Board of Directors or advisory body if applicant is local government, a paid staff member of the applicant.

### Homeless Prevention and Rapid Re-Housing Evaluations

1. Need in the area for assistance;
2. Targeting assistance to families with children;
3. Continuum's assessment on applicant's performance on percent of household who remain in permanent housing;
4. Applicant is ACCESS Partner with the Department to assist clients to apply for and receive mainstream benefits;
5. Certification by continuum of applicant's:
  - Consistency of proposal with Continuum of Care Plan
  - Data quality in HMIS
  - Applicant's usage of the Coordinated Assessment System
  - Applicant's formal agreement to serve client's referred to it from the Continuum's Coordinated Assessment System
  - Applicant's coordination of services with other homeless service and housing providers in the continuum
6. Homeless person's participation in or on applicant's board of directors or advisory body if applicant is a local government applicant is a paid staff member

### **Outcome Measures for 2014 Emergency Solutions Grant Components**

The HUD outcome measures will be reported at the completion of the grant period. For those grantees receiving funding for the ESG facilities component, the state will measure outcome performance in the following manner:

Outcome/Objective: Suitable Living Environment, with Purpose of New or Improved Availability or Accessibility.

Performance Indicators:

1. Reduction in the unsheltered homeless population of the Continuum of Care area;
2. Reduction in the recipients' average length of time stayed for clients served;
3. Percentage of persons exiting the shelter who transitioned to permanent housing;
4. Percentage of persons exiting the shelter who leave with employment income; and
5. Percentage of persons who exit and return to homelessness within 3 months.

For those grantees receiving funding for the ESG homeless prevention/rapid re-housing component, these federal measures of performance shall apply:

Outcome/Objective: Decent Housing with Purpose of New or Improved Affordability.

Performance Indicators:

1. Reduction in the number of households with children who are homeless in the Continuum of Care area; and
2. At least 35% of the participants served remain in the permanent housing 6 months following the last assistance provided under the grant.

For those grantees receiving funding for ESG street outreach component, the state will measure outcome performance in the following manner:

Outcome/Objective: Suitable Living Environment, with Purpose of New or Improved Availability or Accessibility.

Performance Indicators:

1. Percentage of clients assessed who are successfully placed in housing; and
2. Reduction in the number of unsheltered homeless persons in the Continuum of Care area.

### **Departmental priorities for the 2014 Federal Emergency Solutions Grants**

- Increase the number of shelter beds: Applicants who will create new shelter beds with ESG funding, will be given priority consideration.
- Rural county designation: Applicants who are in HUD designated rural areas will receive priority consideration.
- Demonstrate successful outcomes in transitioning to permanent housing: Applicants demonstrate success in assisting clients to become permanently housed as evidenced by exit data from the homeless management information system (HMIS) that clearly reflects the percentage and numbers of clients over the previous 12 months who exited the shelter facility to permanent housing, received priority consideration.
- Unmet need for shelter beds in the area: Based on the Continuum of Care estimated need for additional emergency shelter beds, the applicant will be given priority.
- ACCESS Partner with the Department: Is the applicant an active partner with the department to assist people who are sheltered to apply for the secure ACCESS benefits? Applicants who are will be given priority consideration.
- Past performance: Applicants who can demonstrate that the previous' year's funding was fully spent and the program was successfully performed in accordance with the grant agreement and performances measures as a shelter provider or prevention assistance provider will be given priority.
- Community Partnerships for services: Applicants who can demonstrate an agreement with other community entities who will provide financial counseling services and employment training/placement services to those household seeking assistance will be given priority.
- Case Management: Applicants who have dedicated in-house staff to provide case management to determine need and eligibility of persons served will be given priority.
- Financial Assistance to prevent homelessness: Applicants whose essential services focus on the prevention of homelessness by providing financial assistance to help persons served remain stably housed will be given priority.

### **Outcome Measures**

#### Objective and Outcome of ESG shelters/transitional facilities

Accessibility and availability for the purpose of creating suitable living environments:

- Number of existing shelter beds assisted
- Number of new shelter beds created
- Number of homeless persons given overnight shelter

### Objective and Outcome of ESG prevention activities

Decent Housing with Purpose of New or Improved Affordability:

- Number of households receiving emergency financial assistance to prevent homelessness
- Number of households that receive legal assistance to prevent homelessness

### **Program Management, Monitoring and Compliance**

In order to improve management and direction for the Federal Emergency Solutions Grant program, the Department of Children and Families has adopted a number of initiatives specifically intended to enhance program direction, accountability and performance outcomes. The most important of these are:

Grant Management Assistance - The Department provides direction and technical assistance in the development of Emergency Solutions Grant contracts for use by circuit contract managers that are responsible for the local oversight of Emergency Solutions Grant recipients. The purpose of this initiative is to help ensure that contracts ultimately implemented by the circuits satisfactorily address all federal and Departmental regulatory requirements that are to be adhered to by Emergency Solutions grantees. Constant communication between the Office on Homelessness and circuit contract managers provides a proactive approach to ensure success of ESG grantees.

Grant Monitoring – The Department uses contract manager positions located in the Department's regional circuits to manage contracts with grantees of ESG funds. It is the contract manager's responsibility to manage all aspects of each contract, including, but not limited to: review of and processing requests for payments, ensuring back-up documentation for expenditures is provided, ensuring expenditures are allowable under the ESG grant and meet ESG category requirements, determining whether reported match is allowable and sufficient and has not been used elsewhere as match, and maintaining the contract file, including all payment information and required quarterly reports. (Reference DCF Operating Procedure # 75-2.) It is the responsibility of the Office on Homelessness staff to compile and report all ESG activity and outcomes to HUD annually and to ensure funding and expenditures are accurately reflected in HUD's Integrated Disbursement and Information System (IDIS).

The Department's Contract Oversight Unit performs contract monitoring, provides direction and technical assistance in the development of ESG grant agreements. In addition, grant staff responsible for the management and oversight of the ESG Program periodically will conduct on-site monitoring and compliance with the Financial & Compliance Audit attachment as outlined in OMB Circular A-133. Audits are reviewed by the Department's Certified Public Accountants and reports are sent to the Office on Homelessness and contract management staff for review. This dual approach to monitoring facilitates improved grantee compliance with ESG regulations and Departmental performance standards.

Expenditure Controls – The Department's Office of Financial Management prepares quarterly expenditure reports for review by the grant manager. In addition, grant staff reviews expenditure data on the Department's Information Delivery System (IDS). Based on these reports, contract managers are contacted when contract expenditures indicate that grant

recipients may not expend all of their contracted funds. Grant recipients who do not spend all of their allocations within federally imposed time constraints may be ranked lower on future applications and award decisions.

Recapture of Funds – Funds for projects that fail to proceed or fall significantly behind in their project implementation schedule will be recaptured and used to fund other projects that were determined eligible for funding during the grant application review.

The State of Florida , through the Department of Children and Families, has been an active member of the Council of State Community Development Agencies (COSCDA) 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 Solutions Grant program, the Community Development Block Grants program, HOME Investment Partnerships program, and Housing Opportunities for Persons with AIDS program).

**ESG Allocations**

*The following summarizes the allocation of 2014 ESG funding statewide:*

ESG Allocations - 2014

Total ESG Award:	\$4,605,599
Total Number of Grants Awarded:	63 grants
Shelter Facilities Award Total:	\$2,055,649
Homelessness Prevention/Rapid Re-housing	\$2,096,048
Total:	
Street Outreach Award Total:	\$329,175
DCF Admin Costs:	\$124,907

*The following summarizes the allocation of 2013 ESG funding statewide:*

ESG Allocations - 2013

Total ESG Award:	\$4,500,193
Total Number of Grants Awarded:	56 grants
Shelter Facilities Award Total:	\$2,008,592
Homelessness Prevention/Rapid Re-housing	\$2,295,306
Total:	
Street Outreach Award Total:	\$153,196

## 2014 ESG Award Amounts

Prevention & Rehousing Applicants	County/City Served	Award Amount
Society of St. Vincent de Paul	Charlotte County	\$73,300
Citrus County Housing Services	Citrus County	\$73,300
Treasure Coast Homeless Services	St. Lucie and Martin Counties	\$73,300
Turning Points	Bradenton	\$73,300
Catholic Charities of NW Florida	Okaloosa and Walton	\$73,300
United Way of Suwannee Valley	Columbia, Hamilton, Lafayette & Suwannee	\$73,300
Directions for Living	Pinellas	\$73,300
Catholic Charities - Miami	Miami - Dade	\$73,300
90 WORKS - Bay	Bay	\$73,300
EscaRosa Coalition on Homeless	Escambia and Santa Rosa	\$73,300
Brevard C.A.R.E.S	Brevard	\$73,300
Halifax Urban Ministries	Volusia	\$73,300
Catholic Charities - St. Augustine	St. Johns	\$73,300
Catholic Charities - Gainesville	Alachua	\$73,300
Family Promise of Flagler	Flagler	\$73,300
Monroe County Board of Commissioners	Monroe	\$73,300
Catholic Charities of Central Florida	Brevard	\$73,300
Community Connections - Jacksonville	Jacksonville/Duval	\$73,300
Catholic Charities - Putnam County	Putnam	\$73,300
St. Johns Board of County Commissioners	St. Johns	\$50,000
Jewish Family and Children	Sarasota and Bradenton	\$73,300
Osceola County Human Services	Osceola	\$73,300
The Wright Foundation	Jackson	\$73,300
Emergency Solutions - Seminole County	Seminole	\$50,000
Charlotte County Homeless Coalition	Charlotte	\$73,300
90 WORKS - Okaloosa/Walton Counties	Okaloosa and Walton	\$73,300
90 WORKS - Santa Rosa County	Santa Rosa	\$73,300
Catholic Charities - Lake City	Lake City	\$73,300
	<b>Total</b>	<b>\$2,096,048</b>
Street Outreach Applicants	County	Award Amount
Haven Recovery Center	Volusia	\$45,000
Crosswinds Youth Services	Brevard	\$45,000
Building a Foundation	Hernando, Lake, Sumter,	\$45,000
Florida Key's Children's Shelter, Inc.	Monroe	\$45,000
Capital City Youth Services, Inc.	Leon	\$45,000
Home Again St. Johns	St. Johns	\$45,000

Emergency Services of NE FL	Northeast FL	\$45,000
	<b>Total</b>	<b>\$329,175</b>
<b>Prevention &amp; Rehousing Applicants</b>	<b>County</b>	<b>Award Amount</b>
Alpha-Omega Miracle Home	St. Johns	\$73,300
Florida Keys Outreach Coalition for the Homeless	Monroe	\$73,300
Emergency Service and Homeless Coalition - St. Johns County	St. Johns	\$73,300
Okaloosa/Walton Homeless CoC/Opportunity, Inc.	Okaloosa/Walton	\$73,300
Safety Shelter of St. Johns County	St. Johns	\$73,300
New Beginnings of Lake County	Lake	\$73,300
Family Life Center	Flagler	\$73,300
Quigley House	Clay	\$73,300
The Grace House	Citrus	\$73,300
Another Way, Inc. - Lake City	Lake	\$73,300
Salvation Army - Daytona Beach	City of Daytona Beach	\$73,300
St. Francis House - St. Augustine	St. Augustine	\$55,000
Peaceful Paths Domestic Abuse Network, Inc.	Alachua	\$73,300
The Refuge at Jumper Creek	Sumter	\$73,300
Samuel's House, Inc.	Monroe	\$73,300
Another Way, Inc. - Chiefland	Levy	\$73,300
St. Francis House - Gainesville	Alachua/Putnam	\$73,300
Broward Partnership	Broward	\$73,300
Jericho Road Ministries, Inc.	Hernando, Citrus, Lake, Sumter	\$50,000
Women's Center	Brevard	\$73,300
Domestic Abuse Shelter, Inc	Monroe	\$73,300
Lee Conley House	Putnam	\$73,300
Vivid Visions, Inc.	Suwannee	\$67,585.32
Salvation Army-Manatee	Manatee	\$50,000
Help Now of Osceola	Osceola	\$73,300
Genesis House	Brevard	\$73,300
St. Petersburg Free Clinic	Pinellas	\$73,300
Family Promise of Brevard	Brevard	\$61,443.12
	<b>Total</b>	<b>\$2,055,469.00</b>

Homeless Population Characteristics

The 28 local continuum of care planning agencies have reported the following information on the make-up of the homeless population. They captured this information from direct interviews, or from agency data on homeless persons served as entered into the Homeless Management Information System (HMIS). The 2015 data is compared to 2014 data, as the last complete sheltered and unsheltered count conducted by all 28 continuums.

Gender

Men made up the majority of the homeless persons for the 2015 count, which remains consistent with the past year’s results (2014).

<u>Gender</u>		
<u>Year</u>	<u>Men</u>	<u>Women</u>
2015	63.6%	35.5%
2014	65%	35%

Age

The breakdown of the age of the 2015 homeless population, by age range, was reported as follows (compared to percentages in 2014):

<u>Age Ranges</u>	<u>Number of Persons</u>	<u>2015 % of Total</u>	<u>2014 % of Total</u>
Under 18	6,852	18.9%	18.6%
18 - 24	2,566	7.1%	8.8%
24 - 60	24,677	68.1%	64.8%
Over 60	1,893	5.2%	5.2%
<b>Total</b>	<b>37,492</b>		

These results are consistent with the focus of the count — those persons living in shelters or staying on the streets. Families with children are more likely to be sharing the housing of others, and are not allowed to be included in the federal counts, due to this living arrangement.

Ethnicity

In 2015, 5,091 homeless persons out of the 36,136 respondents indicated that they were either Hispanic or Latino. At 14.1% of the homeless population, this is up slightly from the 2014 level of 10.5% of the homeless.

Race

The reported race of the homeless population continues to reflect an over-representation of Black/African Americans, with over 36% of the homeless.

<u>Population Category</u>	<u>2015 Number</u>	<u>2015 Percentage</u>	<u>2014 Percentage</u>
American Indian/Alaska	413	1.1%	1.0%
Asian	121	0.33%	0.3%
Black/African American	13,144	36.4%	34%
Hawaiian/Pacific			0.3%
Islander	111	0.30%	
White	20,759	57.4%	54.3%
Multiple Races	1,189	3.3%	N/C
<b>TOTAL</b>	<b>35,737</b>		

### Household Type

The great majority, 20,633, of the unsheltered and sheltered homeless population are single adults or households without children. For 2015, the breakdown of the homeless by household type was reported.

<u>Household Type</u>	<u>Number Persons</u>	<u>% Total</u>
At least One Adult, One Child	3,662	13%
No Children in Household	23,821	84.3%
Household -Only Children	766	2.7%
<b>TOTAL</b>	<b>28,249</b>	

### Military Veterans

Of the homeless persons responding to the question on active duty in the U.S. military, 16.3% indicated that they were veterans.

#### Military Veterans

<u>Served /Active Duty</u>	<u>2015 Numbers</u>	<u>2015 Percentage</u>	<u>2014 Numbers</u>	<u>2014 Percentage</u>
YES	5,100	16.3%	3,974	14%
NO	25,855	83.7%	24,139	86%
<b>TOTAL</b>	<b>30,531</b>		<b>28,113</b>	

### Disabling Conditions

The breakdown by type of disability reported indicates the greatest issues being substance abuse and mental illness. The respondents may report more than one disabling condition.

<u>Disabling Condition</u>	<u>2015 Number</u>	<u>2015 Percentage</u>	<u>2014 Percentage</u>
Physical	5,548	28%	26.1%
Substance Abuse	6,463	32.6%	37.1%
Mental Illness	6,654	33.6%	29.8%
HIV/AIDS	524	2.6%	3.3%
Developmental	623	3.1%	2.3%
<b>TOTAL</b>	<b>19,812</b>		

### Foster Care History

In asking whether the homeless individual had been in foster care, 1,979 persons out of the 24,737 responding to the question indicated that they had been in foster care. This figure represents 8% of the respondents.

### Causes and Length of Time Homeless

The survey and data collected upon entry to shelters seeks to identify the major causes contributing to a person becoming homeless, how long they have been homeless as of the day of the count, whether the person has had previous episodes of being homeless, and how long the person has lived in the community before becoming homeless. The 2015 survey results follow.

#### Causes of Homelessness

<u>Cause</u>	<u>2015 Number</u>	<u>2015 %</u>	<u>2014 %</u>
Employment/Financial	8,700	41.5%	48%
Medical/Disability	3,675	17.5%	17.2%
Housing/Forced to Relocate	4,114	19.6%	16.1%
Family Problems	4,119	19.6%	17.2%
Recent Immigration	209	1%	0.5%
Natural Disaster	168	.08%	1.2%

#### Number of Times Homeless

<u>Times</u>	<u>2015 Number</u>	<u>2015 %</u>	<u>2014 %</u>
No prior/First time	7356	29.6%	14.3%
One prior episode	6,833	27.5%	32.2%
Two or three prior episodes	5,966	24%	30.0%
Four or more prior episodes	4,718	19%	24.0%

**TOTAL 24,873**

**Length of Time in Community Before Becoming Homeless**

<u>Length of Time</u>	<u>2015 Number</u>	<u>2015 %</u>	<u>2014 %</u>
Less than one week	1,724	8.1%	10.9%
1 to 4 weeks	938	4.4%	6.3%
1 to 3 months	1,681	7.9%	7.4%
3 to 12 months	2,355	11.1%	13.3%
More than 1 year	14,530	68.4%	62.2%
<b>TOTAL</b>	<b>21,228</b>		

**Broader Definition of Homeless Person**

The school districts in our state capture and report to the Florida Department of Education, the number of students identified as homeless during the school year. By Federal law, the public schools use the expanded definition of homeless individuals to include those children and youth who lack a fixed, regular, and adequate nighttime residence, including those who are:

1. Sharing the housing of others due to loss of housing, economic hardship, or similar reason;
2. Living in motels, hotels, trailer parks, and camping grounds, due to lack of adequate alternative housing;
3. Living in emergency or transitional shelters;
4. Abandoned in hospitals or awaiting foster care placement;
5. Living in a public or private place not designed for or used as a regular sleeping accommodation for human beings to live;
6. Living in cars, parks, abandoned buildings, bus or train stations; substandard housing or similar setting; and
7. Migratory children living in any of the above circumstances.

During the 2013-2014 school years, the Florida school districts identified 71,446 children and youth who were homeless. This is a 2% increase from 2012-2013. Of those identified, 7,573 (11%) were “unaccompanied youth.” A homeless “unaccompanied youth” is defined as one who is not in physical custody of a parent or guardian. The majority, 53,625 (75%) were reported as homeless and temporarily sharing the housing of other persons due to the loss of their housing or economic hardship; the same percent as reported from the previous school year.

**Homeless Students Reported in Florida Public Schools**

School Year	Homeless Students	Change
2009-2010	49,112	+19%
2010-2011	56,680	+15%
2011-2012	63,685	+12%
2012-2013	70,215	+10%
2013-2014	71,446	+2%

Source: 2008-2014 Survey 5 Student Demographic Format and Federal State Indicator Format. Florida Department of Education, Automated Student Database System.

### Homeless Students by Florida County

DISTRICT NAME	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
ALACHUA	446	594	632	551	809
BAKER	191	249	304	262	112
BAY	641	1,175	1,477	1,626	1,184
BRADFORD	122	154	215	143	194
BREVARD	965	1,165	1,350	1,645	1,690
BROWARD	2,953	2,101	2,158	2,185	2,323
CALHOUN	47	58	84	57	60
CHARLOTTE	441	495	488	493	519
CITRUS	371	323	328	303	312
CLAY	824	741	862	1,379	1,110
COLLIER	1,360	1,407	1,281	1,123	849
COLUMBIA	380	403	567	578	549
DADE	4,268	4,406	5,773	6,475	3,252
DESOTO	223	225	278	367	402
DIXIE	60	48	31	29	28
DUVAL	947	1,169	1,422	1,896	2,111
ESCAMBIA	1,237	1,091	1,423	1,621	2,054
FLAGLER	246	322	367	517	522
FRANKLIN	126	160	205	230	279
GADSDEN	713	533	556	586	699
GILCHRIST	27	20	17	<11	14
GLADES	18	34	26	17	24
GULF	<11	<11	<11	35	20
HAMILTON	342	326	343	218	234
HARDEE	146	188	183	128	125
HENDRY	139	156	200	195	450
HERNANDO	242	497	645	521	443
HIGHLANDS	61	92	429	385	461
HILLSBOROUGH	3,124	3,659	3,559	3,170	3,233
HOLMES	24	62	90	96	102
INDIAN RIVER	347	311	273	278	434
JACKSON	119	158	177	152	113
JEFFERSON	<11	<11	<11	<11	<11

DISTRICT NAME	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
LAFAYETTE	141	196	195	217	207
LAKE	2,162	2,992	3,541	2,908	3,229
LEE	1,143	1,282	1,392	1,446	1,313
LEON	523	762	650	470	702
LEVY	263	182	128	217	157
LIBERTY	22	21	41	52	52
MADISON	57	74	103	263	534
MANATEE	1,684	1,788	1,641	1,791	1,854
MARION	1,691	1,911	2,223	2,421	2,373
MARTIN	68	80	115	125	157
MONROE	298	328	343	343	382
NASSAU	145	230	210	331	428
OKALOOSA	482	404	573	538	533
OKEECHOBEE	203	318	396	495	573
ORANGE	1324*	3,887	4,844	7,234	6,736
OSCEOLA	1,364	1,923	2,825	3,156	4,941
PALM BEACH	1,960	1,443	1,636	3,107	2,991
PASCO	2,093	2,230	1,997	1,904	2,071
PINELLAS	2,462	2,915	3,085	3,076	3,038
POLK	2,219	2,446	2,304	2,547	3,767
LAKE WALES	N/A	N/A	136	187	246
PUTNAM	720	736	885	734	808
ST. JOHNS	344	493	584	679	803
ST. LUCIE	222	348	324	466	543
SANTA ROSA	1,328	1,467	1,651	1,703	1,776
SARASOTA	872	1,229	877	917	924
SEMINOLE	1,322	1,697	1,865	2,235	2,034
SUMTER	124	48	155	156	174
SUWANNEE	322	315	346	344	298
TAYLOR	73	89	96	88	123
UNION	121	148	157	124	130
VOLUSIA	1,889	2,016	2,228	2,195	2,261
WAKULLA	108	56	99	56	56
WALTON	40	114	175	230	313
WASHINGTON	165	168	79	121	138
SCHOOL DEAF/BLIND	0	0	<11	14	12
FL VIRTUAL SCHOOL	0	0	<11	38	34
FAU - LAB SCHOOL	0	<11	<11	<11	<11
FSU - LAB SCHOOL	0	<11	<11	<11	<11
FAMU - LAB SCHOOL	0	0	11	<11	11
TOTALS	49,112	56,680	63,685	70,189	71,446

\*Orange data submitted after reporting deadline indicated 4,040 homeless students.

N/A: Not Applicable – Lake Wales Charter Schools System was established in the 2011-2013 school year.

Note: <11 means that fewer than eleven students were identified; counts of one to ten students are identified as <11.

Source: 2008-2014 Survey 5 Student Demographic Format and Federal State Indicator Format, Florida Department of Education

## Homeless People by County

	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Alachua	1,596	879	1,034	1,034	1,745	1,516	636
Baker	N/C	12	2	N/C	N/C	No count	N/C
Bay	352	317	378	287	284	253	308
Bradford	78	5	39	36	50	No count	0
Brevard	1,207	1,221	1,889	1,907	1,567	1,567	1178
Broward	4,154	4,154	3,801	3,801	2,820	2,738	2624
Calhoun	N/C	N/C	1	1	1	No count	6
Charlotte	541	598	716	828	573	511	548
Citrus	297	405	502	507	243	188	180
Clay	N/C	7	113	244	35	102	147
Collier	329	401	390	390	375	361	389
Columbia	554	554	462	458	491	473	538
DeSoto	319	761	15	176	330	340	333
Dixie	N/C	N/C	N/C	N/C	N/C	No count	N/C
Duval	3,244	3,910	4,284	2,533	2,594	1,801	1566
Escambia	713	713	549	572	830	862	884
Flagler	39	79	98	128	154	188	105
Franklin	N/C	N/C	N/C	N/C	N/C	No count	23
Gadsden	N/C	N/C	N/C	N/C	N/C	No count	9
Gilchrist	N/C	1	6	32	0	No count	0
Glades	220	220	N/C	N/C	N/C	96	96
Gulf	N/C	N/C	N/C	N/C	N/C	2	0
Hamilton	123	343	103	103	107	102	114
Hardee	1,410	1,410	104	17	61	124	124
Hendry	727	727	16	N/C	N/C	138	138
Hernando	185	136	148	209	147	77	218
Highlands	1,782	1,782	105	55	215	495	483
Hillsborough	7,473	7,473	7,336	7,336	*	2,291	1931
Holmes	N/C	N/C	N/C	N/C	2	No count	0
Indian River	662	648	606	774	837	1,048	812
Jackson	N/C	11	34	34	14	13	3
Jefferson	N/C	N/C	N/C	N/C	N/C	No count	4
Lafayette	69	69	57	58	63	60	68
Lake	491	796	1,008	1,019	282	187	265
Lee	931	1,041	1,054	969	848	871	638
Leon	437	437	683	783	1,072	805	808
Levy	115	15	0	98	13	No count	13
Liberty	N/C	N/C	N/C	N/C	N/C	No count	2

Madison	N/C	N/C	N/C	N/C	N/C	No count	1
Manatee	558	528	528	612	820	494	308
Marion	678	356	941	1,032	530	918	787
Martin	211	517	306	314	486	567	504
Miami-Dade	4,333	3,832	3,777	3,817	3,734	4,156	4152
Monroe	1,040	1,040	926	904	658	678	615
Nassau	N/C	61	165	84	138	93	140
Okaloosa	2,361	1,842	2,145	1,962	1,108	904	592
Okeechobee	383	383	32	190	78	158	158
Orange	1,279	1,494	2,872	2,281	2,937	1,701	1396
Osceola	374	443	833	722	599	278	372
Palm Beach	2,147	2,147	2,148	2,148	1,559	1,559	1421
Pasco	4,527	4,527	4,442	4,502	3,305	3,305	1045
Pinellas	4,163	3,948	3,890	3,971	3,913	3,391	3387
Polk	820	820	1,095	1,100	404	536	464
Putnam	911	288	141	164	89	49	26
St. Johns	1,237	1,237	1,386	1,391	1,437	1,401	1161
St. Lucie	788	995	771	636	915	976	1096
Santa Rosa	317	317	72	70	151	N/C	130
Sarasota	787	787	787	890	1,234	891	943
Seminole	368	397	810	658	842	275	344
Sumter	52	48	57	77	37	59	68
Suwannee	343	123	280	284	318	308	350
Taylor	N/C	N/C	N/C	14	6	No count	N/C
Union	N/C	N/C	N/C	N/C	N/C	No count	N/C
Volusia	1,874	2,076	2,215	2,276	1,967	1,445	1222
Wakulla	N/C	N/C	N/C	N/C	N/C	No count	N/C
Walton	85	420	619	484	453	Okaloosa- Walton combined	91
Washington	3	N/C	N/C	N/C	N/C	No count	0
<b>Totals</b>	<b>57,687</b>	<b>57,751</b>	<b>56,771</b>	<b>54,972</b>	<b>43,455</b>	<b>41,335</b>	<b>35,964</b>

## **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.

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. Additional HOME funds were used in conjunction with our Single-Family Bonds program as Down Payment Assistance on newly constructed homes only.

HOME Rental loan recipients are selected as a result of a state-wide, competitive application process. Florida Housing may hold multiple funding opportunities 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 2014-2015 HOME funds for use with HOME Rental and the Homeownership Programs. It also contains demographic data regarding the populations served during the reporting year.

**Allocation of Funds**

The 2014-2015 HUD Allocation amount was \$14,139,252. After ten percent (10%) \$1,413,925.20 was allocated to administrative costs, the remaining \$12,725,326.80 was used for HOME Rental and Homeownership Programs.

**Sources:**

Funds Available for Commitment (6/30/14)	\$ 5,609,155
2014 HOME Allocation (7/1/14)	\$ 14,139,252
2014 Program Income Received	\$ 8,830,380
2013-2014 Development Deobligations	<u>\$ 5,000,000</u>
<b>Total Sources</b>	<b>\$33,578,787</b>

**Uses:**

Administrative Costs Draws	\$ 1,363,129
HOME Rental	\$ 22,852,986
HOP	<u>\$ 3,461,000</u>
<b>Total Uses</b>	<b>\$ 27,677,115</b>

**HOME Rental funding**

The following are Developments that received a firm commitment for HOME Rental funding in the prior reporting year 2013-2014.

**RFA 2013-010 for Financing of Affordable Multifamily Housing Developments with HOME Funding to be used in conjunction with Florida Housing-Issued MMRB and Non-Competitive HC**

Development	County	HOME Units	Set-Aside %/AMI	Amount
-------------	--------	------------	-----------------	--------

Pelican Cove	Broward	112	20% @ 50% 80% @ 60%	\$2,450,000
Captiva Cove II	Miami-Dade	88	20% @ 50% 80% @ 60%	\$2,800,000
Dade Oaks	Pasco	69	20% @ 50% 80% @ 60%	\$3,300,000
Heritage Park Apartments	Osceola	122	20% @ 50% 80% @ 60%	\$5,000,000
<b>TOTAL</b>		<b>391</b>		<b>\$13,550,000</b>

All of the committed Developments listed, except Heritage Park, closed in 2014-2015. The developer for Heritage Park withdrew from funding in early 2015.

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

**RFA 2014-109 for Financing of Affordable Multifamily Housing Developments with HOME Funding to be used in conjunction with rental developments in rural areas**

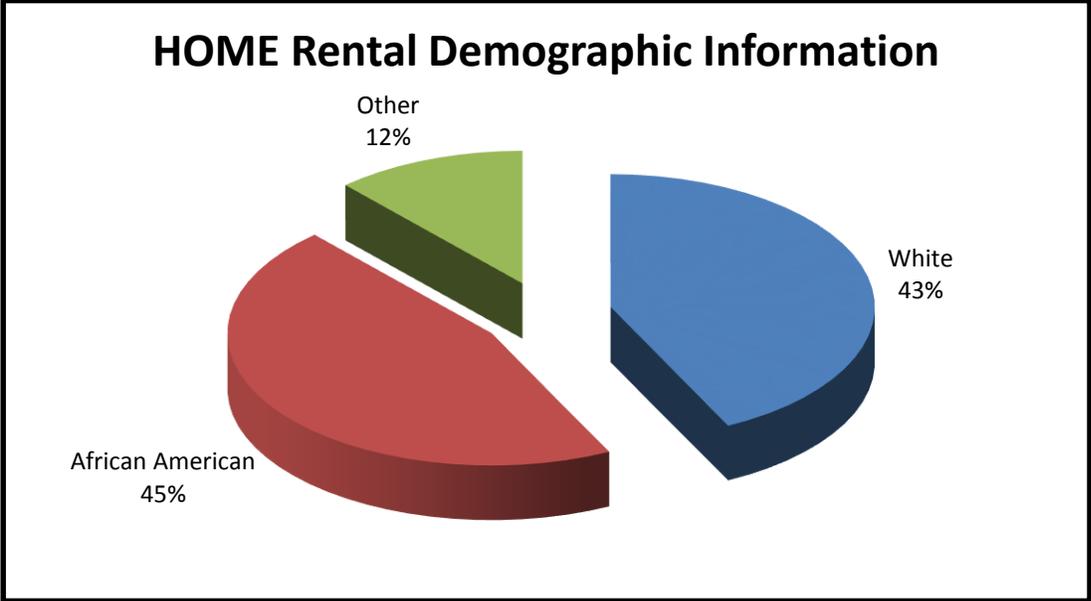
Development	County	HOME Units	Set-Aside %/AMI	Amount
Cornell Colony	Highlands	44	20% @ 50% 80% @ 60%	\$ 5,103,486
Greentree West	Hendry	50	20% @ 50% 80% @ 60%	\$ 4,171,790
Moore Haven	Glades	50	20% @ 50% 80% @ 60%	\$ 4,783,500
Casa San Juan Bosco II	DeSoto	44	20% @ 50% 80% @ 60%	\$ 6,510,000
Cyndy's Place	DeSoto	18	20% @ 50% 80% @ 60%	\$ 2,284,200
<b>TOTAL</b>		<b>206</b>		<b>\$22,852,976</b>

**Tenant Based Rental Assistance**

In the 2012-2013 Tenant Based Rental Assistance was committed in the amount of \$9,500,000 in HOME funds. In the 2014-2015 reporting year, 19 Public Housing Authorities assisted 363 Floridians with TBRA.

**2014-2015 - Demographic Breakdown of Persons Served by the HOME Rental Program**

A total of 19,758 people disclosed their race. Of those people, 9,016 (45%) were African American, 8,429 (43%) were White, and 2,313 (12%) were of other races. Hispanic ethnicity was disclosed for 9,158 people. Ages were disclosed for 30,565 people and of these 3,731 (12%) were age 62 and older.



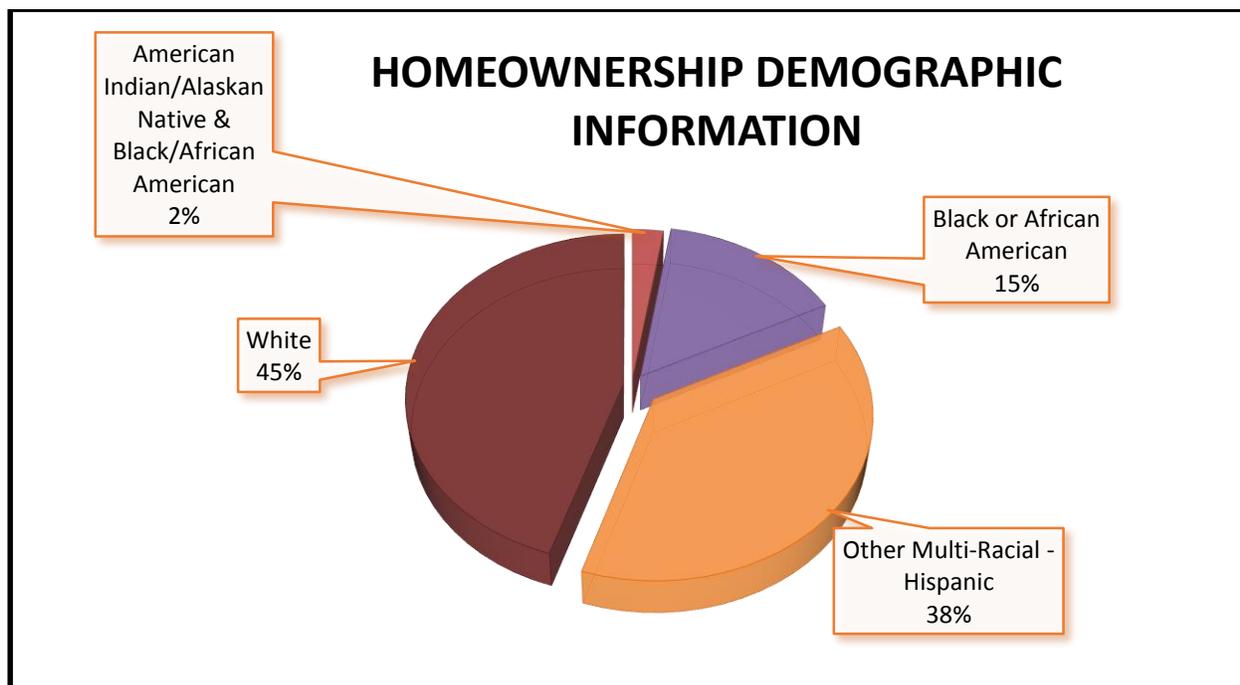
**Homeownership Funding**

In the 2014-2015 funding year, the Homeownership Pool (HOP) Program was allocated \$3,461,000 for Self Help. \$1,060,830 was disbursed in the 2014-2015 funding year.

**Total Homeownership HOME Funds Disbursed: \$ 1,060,830**

**2014-2015 Demographic Breakdown of Persons Served by the Homeownership Programs**

In the 2014 program year, the Homeownership Programs, consisting of Down Payment Assistance the HOP program resulted in the assistance of 40 families.



Of the 40 families HOP Program during the 2014 reporting year 6 families / 15% were African Americans, 15 / 38% were Hispanics, 1 / 2% were American Indian/Alaskan Native/ & African American, and 18 / 45% were White.

### 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, 2015, per the reporting instructions.

### Section 3

Pursuant to HUD regulations 24 CFP Part 135, the Corporation will carry out activities and procedures to ensure that employment and other economic opportunities generated by HOME funds to the greatest extent feasible, and consistent with existing Federal, State and local laws and regulations, be directed to low- and very low income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons. Recipients will be encouraged to make efforts to reach section 3 residents and business concerns through employment, training opportunities, and contracting. The Section 3 Summary Report (Form-HUD 60002) will be submitted to the HUD Headquarters Office of Fair Housing and Equal Opportunity, at the same time the performance report is submitted to the program office per reporting the 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 Register. 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.

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. Florida Housing has been successful in attracting CHDOs to make application to the single family and multifamily programs. In previous years, Florida Housing has had to increase our CHDO allocation well above the minimum of fifteen percent (15%) to fund the CHDO Applicants qualified for funds. Due to our past funding years Florida Housing has met this requirement and continues to meet this requirement.

## **FAIR HOUSING AND EQUAL OPPORTUNITY**

### **Geographic Distribution of Funds**

Financing of Multifamily Housing Properties with HOME Funds in the RFA 2014-109 Rural Areas committed to providing HOME set aside 44 units in Highlands County, 50 units in Hendry County, 50 units in Glades County and 62 units 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**

All of the activities that Florida Housing undertakes are new construction and therefore lead based paint is not an issue.

## **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 2009 or early 2010. 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**

The initial management review for rehabilitation/acquisition developments, which have units occupied at the time of loan closing, is conducted prior to or shortly after loan. The initial management 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. Subsequent management reviews are conducted according to HUD regulation 24CFR 92.540(d), On-site inspections – HOME assisted rental housing, throughout the period of affordability.

The 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, 2014 through June 30, 2015, Florida Housing conducted 132 on-site inspections of HOME developments.

**Program Income Reporting**

The following is a breakdown for the period of July 1, 2014 to June 30, 2015.

Beginning Balance (net of prior period adjustment)	\$	0
Program Income Received	\$	8,830,380
Program Income Expended	\$	<u>(7,680,729)</u>
Ending Balance	\$	<b>1,149,650</b>

**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. HUD granted a 50% HOME Match reduction for fiscal and severe fiscal distress applicable for FY2012. 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.

<b>Total HOME Funds Drawn Down</b>	<b>\$ 6,574,719</b>
<b>25% of the HOME Funds Drawn Down</b>	<b>\$ 1,643,680</b>

## 2014-2015 HOME SOURCE OF MATCH

	<b>Match</b>	<b>Source</b>
Carryforward from Prior Periods	\$23,952,326	
Pelican Cove	\$4,624,053	Surtax Loans
Captiva Cove II	\$500,000	Grant
2014 Liability	\$1,643,679.66	
<b>Total</b>	<b>\$27,843,619</b>	

### **The following are HOME Program current events as of September 30, 2015:**

On September 4, 2015, Florida Housing issued a Request for Applications (RFA) to Applicants proposing the development of affordable, multifamily housing utilizing HOME Program Funding in conjunction with Florida Housing Issued Multifamily Mortgage Revenue Bond (MMRB) funding and Non-Competitive Housing Credits with funding totaling \$25 million in HOME funding.

**PERFORMANCE AND RELATED CHARTS**

**OUTCOME PERFORMANCE MEASUREMENTS**

Specific Objective		Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	Percent Achieved
<b>Sustainability of Decent Housing (DH-3)</b>							
<b>Availability/Accessibility of Decent Housing (DH-1)</b>							
Specific Objective		Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	Percent Achieved
<b>DH 1.1</b>	TBRA – preference is displaced families as a result of a natural disaster	HOME	2011	Family Units	0	0	%
			2012	Family Units	0	0	%
			2013	Family Units	500	780	156 %
			2014	Family Units	500	363	72 %
			2015	Family Units	0		%
			<b>MULTI-YEAR GOAL</b>				
<b>Affordability of Decent Housing (DH-2)</b>							
<b>DH 2.1</b>	Providing decent housing	HOME	2011	Rental Units	130	1112	855 %
			2012	Rental Units	70	183	261 %
			2013	Rental Units	70	391	558 %
			2014	Rental Units	100	206	206 %
			2015	Rental Units	80		%
			<b>MULTI-YEAR GOAL</b>				450
<b>Affordability of Decent Housing (DH-2)</b>							
<b>DH 2.1</b>	Providing decent housing	HOME	2011	Homeownership Units	150	156	104%
			2012	Homeownership Units	200	48	24 %
			2013	Homeownership Units	200	45	22 %
			2014	Homeownership Units	250	40	16%
			2015	Homeownership Units	300		%
			<b>MULTI-YEAR GOAL</b>				1100

**OUTCOME PERFORMANCE MEASUREMENTS**

**Table 1C**

**Summary of Specific Homeless/Special Needs Objectives**

#	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/Objective*
	<b>Homeless Objectives</b>					
	To be completed by ESG/HOME/HOPWA					
	<b>Special Needs Objectives</b>					

**\*Outcome/Objective Codes**

<b>Decent Housing</b>	DH-1	DH-2	DH-3
<b>Suitable Living Environment</b>	SL-1	SL-2	SL-3
<b>Economic Opportunity</b>	EO-1	EO-2	EO-3

**Priority Housing Needs/Investment Plan Table**

(Table 2A)

Priority Need	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
<b>Renters**</b>						
0 - 30 of MFI					39	
31 - 50% of MFI		26/223	14/37	539	911	
51 - 80% of MFI		104/889	56/146	1129	0	
<b>Owners***</b>						
0 - 30 of MFI		3	1			
31 - 50 of MFI		54	16	9	12	
51 - 80% of MFI		99	31	36	28	
<b>Homeless*</b>						
Individuals						
Families						
<b>Non-Homeless Special Needs</b>						
Physical Disability						
Mental Disability						
Developmental Disability						
HIV/AIDS						
<b>Total</b>						
<b>Total Section 215</b>						
212 Renter						
215 Owner						

\* Homeless individuals and families assisted with transitional and permanent housing

\*\* HOME Multifamily has a competitive application process with the annual goal of funding as many units as possible with current priority given to small counties and 100% non-profits.

\*\*\*HOME Single Family discontinued the use of HOME funds in conjunction with SF Bond program beginning 2007. The funds are disbursed on a first-come / first-serve basis with extra funds going to homebuyers 50%AMI or below.

## Priority Housing Activities/Investment Plan Table

Priority Need	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/ Act	Yr. 5 Goal Plan/Act
<b>CDBG</b>						
Acquisition of existing rental units						
Production of new rental units						
Rehabilitation of existing rental units						
Rental assistance						
Acquisition of existing owner units						
Production of new owner units						
Rehabilitation of existing owner units						
Homeownership assistance						
Rehabilitation of existing rental or owner occupied units						
<b>HOME</b>						
Acquisition of existing rental units*						
Production of new rental units		130/1034	70/183	70/391	100/ 206	80/
Rehabilitation of existing rental units*		0/78	0/0			
Rental assistance				500/780	500/ 363	
Acquisition of existing owner units		0/0	500/0			
Production of new owner units						
Rehabilitation of existing owner units						
Homeownership assistance		150/156	200/48	200/45	250/ 40	300
* The Acquisition and Rehabilitation units are the same activity – one development using funds for both Acquisition and Rehabilitation						
<b>HOPWA</b>						
Rental assistance						
Short term rent/mortgage utility payments						
Facility based housing development						
Facility based housing operations						
Supportive services						
<b>Other</b>						

### Annual Housing Completion Goals

Grantee Name: Program Year: 2014	Expected Annual Number of Units To Be Completed	Actual Annual Number of Units Completed	Resources used during the period			
			CDBG	HOME	ESG	HOPWA
<b>ANNUAL AFFORDABLE OWNER HOUSING GOALS (SEC. 215)</b>						
Homeless households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ANNUAL AFFORDABLE RENTAL HOUSING GOALS (SEC. 215)</b>						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units	100	206	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units			<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	500	363	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<b>Total Sec. 215 Affordable Rental</b>	600	569	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ANNUAL AFFORDABLE OWNER HOUSING GOALS (SEC. 215)</b>						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units			<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Rehabilitation of existing units			<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Homebuyer Assistance	250	40	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<b>Total Sec. 215 Affordable Owner</b>	250	40	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ANNUAL AFFORDABLE HOUSING GOALS (SEC. 215)</b>						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Homebuyer Assistance			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>Total Sec. 215 Affordable Housing</b>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ANNUAL HOUSING GOALS</b>						
Annual Rental Housing Goal			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Annual Housing Goal</b>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



# Housing Opportunities for Persons with AIDS (HOPWA) Program

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

“2014 HOPWA CAPER – State of Florida”  
(Federal Fiscal Year 2014  
(State Fiscal Year 2014-2015)

**DRAFT**

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

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

HOPWA formula grantees are required to submit a CAPER, and complete annual performance information for all activities undertaken during each program year in the IDIS, demonstrating coordination with other Consolidated Plan resources. HUD uses the CAPER and IDIS data to obtain essential information on grant activities, project sponsors, Subrecipient organizations, housing sites, units and households, and

beneficiaries (which includes racial and ethnic data on program participants). The Consolidated Plan Management Process tool (CPMP) provides an optional tool to integrate the reporting of HOPWA specific activities with other planning and reporting on Consolidated Plan activities.

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

**PART 5: Worksheet - Determining Housing Stability Outcomes**

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

**PART 7: Summary Overview of Grant Activities**

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

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

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

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

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

**Filing Requirements.** Within 90 days of the completion of each program year, grantees must submit their completed CAPER to the CPD Director in

the grantee’s State or Local HUD Field Office, and to the HOPWA Program Office: at [HOPWA@hud.gov](mailto:HOPWA@hud.gov). Electronic submission to HOPWA Program office is preferred; however, if electronic submission is not possible, hard copies can be mailed to: Office of HIV/AIDS Housing, Room 7212, U.S. Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, D.C.

**Definitions**

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

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

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

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

**Central Contractor Registration (CCR):** The primary registrant database for the U.S. Federal Government. CCR collects, validates, stores, and disseminates data in support of agency acquisition missions, including Federal agency contract and assistance awards. Both current and potential federal government registrants (**grantees**) are required to register in CCR in order to be awarded contracts by the federal government. Registrants must update or renew their registration at least once per year to maintain

an active status. Although recipients of direct federal contracts and grant awards have been required to be registered with CCR since 2003, this requirement is now being extended to indirect recipients of federal funds with the passage of ARRA (American Recovery and Reinvestment Act). Per ARRA and FFATA (Federal Funding Accountability and Transparency Act) federal regulations, all **grantees** and sub-grantees or subcontractors receiving federal grant awards or contracts must have a DUNS (Data Universal Numbering System) Number.

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

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

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

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

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

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

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

**HOPWA Housing Subsidy Assistance Total:** The unduplicated number

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

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

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

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

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

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

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

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

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

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

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

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

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

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

HUD Funding → Grantee → Project Sponsor

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

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

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

HUD Funding → Grantee → Project Sponsor → Subrecipient

**Tenant-Based Rental Assistance (TBRA):** TBRA is a rental subsidy program similar to the Housing Choice Voucher program that grantees can provide to help low-income households access affordable housing. The TBRA voucher is not tied to a specific unit, so tenants may move to a different unit without losing their assistance, subject to individual program

rules. The subsidy amount is determined in part based on household income and rental costs associated with the tenant's lease.

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

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

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

OMB Number 2506-0133 (Expiration Date: 10/31/2014)

## Part 1: Grantee Executive Summary

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

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

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

### 1. Grantee Information

<b>HUD Grant Number</b> FLH09F999, FLH10F999		<b>Operating Year for this report</b> <i>From (mm/dd/yy)</i> 07/01/2014 <i>To (mm/dd/yy)</i> 06/30/2015		
<b>Grantee Name</b> Florida Department of Health				
<b>Business Address</b>		4052 Bald Cypress Way, BIN A-09		
<b>City, County, State, Zip</b>		Tallahassee	Leon	FL 32399-1715
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		59-3502843		
<b>DUN &amp; Bradstreet Number (DUNs):</b>		364215061	<b>Central Contractor Registration (CCR):</b> Is the grantee's CCR status currently active? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide CCR Number:	
<b>*Congressional District of Grantee's Business Address</b>		2nd		
<b>*Congressional District of Primary Service Area(s)</b>		NA		
<b>*City(ies) and County(ies) of Primary Service Area(s)</b>		Cities: NA		Counties: NA
<b>Organization's Website Address</b>  www.floridahealth.gov		<b>Is there a waiting list(s) for HOPWA Housing Subsidy Assistance Services in the Grantee service Area?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section what services maintain a waiting list and how this list is administered.		

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

## 2. Project Sponsor Information

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

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

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

<b>Project Sponsor Agency Name</b> Lutheran Services Florida, Inc., Northwest		<b>Parent Company Name, if applicable</b> N/A		
<b>Name and Title of Contact at Project Sponsor Agency</b>		Michele Bradley, Program Manager		
<b>Email Address</b>		<a href="mailto:mbradley@lsfnet.org">mbradley@lsfnet.org</a>		
<b>Business Address</b>		7008 North Palafox Street		
<b>City, County, State, Zip,</b>		Pensacola	Escambia	FL 32503
<b>Phone Number (with area code)</b>		850 497-7157		<b>Fax Number (with area code)</b> 850 497-7342
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		59-2198911		
<b>DUN &amp; Bradstreet Number (DUNs):</b>		NA		
<b>Congressional District of Business of Project Sponsor's Business Address</b>		District 1		
<b>Congressional District(s) of Primary Service Area(s)</b>		District 1		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Pensacola, DeFuniak Springs, Destin, Ft. Walton Beach, Gulf Breeze, Milton, Jay, Century, Navarre		Escambia, Okaloosa, Santa Rosa, Walton
<b>Total HOPWA contract amount for this Organization</b>		\$420,126.00		
<b>Organization's Website Address</b> <a href="http://www.lsfnet.org">http://www.lsfnet.org</a>		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  <i>Please check if yes and a faith-based organization.</i> <input checked="" type="checkbox"/> Yes  <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		<b>If yes, explain in the narrative section how this list is administered.</b>		

## 2. Project Sponsor Information

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

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

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

<b>Project Sponsor Agency Name</b> BASIC NWFL, Inc.		<b>Parent Company Name, if applicable</b> N/A			
<b>Name and Title of Contact at Project Sponsor Agency</b>		Valerie Mincey, President/CEO			
<b>Email Address</b>		<a href="mailto:Valerie.mincey@basicnwfl.com">Valerie.mincey@basicnwfl.com</a>			
<b>Business Address</b>		432 Magnolia Avenue			
<b>City, County, State, Zip,</b>		Panama City	Bay	FL	32401
<b>Phone Number (with area code)</b>		850 785-1088 x121		<b>Fax Number (with area code)</b> 850 785-8111	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		59-2994863			
<b>DUN &amp; Bradstreet Number (DUNs):</b>		82-7326620			
<b>Congressional District of Business Location of Sponsor</b>		District 2			
<b>Congressional District(s) of Primary Service Area(s)</b>		District 2			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Panama City, Marianna, Port St. Joe, Bonifay, Chipley, Graceville, Blountstown		Bay, Calhoun, Gulf, Holmes, Jackson, Washington	
<b>Total HOPWA contract amount for this Organization</b>		\$176,315.00			
<b>Organization's Website Address</b> <a href="http://www.basicnwfl.com">www.basicnwfl.com</a>			<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> Yes <i>Please check if yes and a grassroots organization.</i> <input checked="" type="checkbox"/> Yes			<b>If yes, explain in the narrative section how this list is administered.</b>		

## 2. Project Sponsor Information

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

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

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

<b>Project Sponsor Agency Name</b> Big Bend Cares, Inc.		<b>Parent Company Name, if applicable</b> N/A		
<b>Name and Title of Contact at Project Sponsor Agency</b>		Melissa Walton, Director of Client Services		
<b>Email Address</b>		<a href="mailto:MWalton@bigbendcares.org">MWalton@bigbendcares.org</a>		
<b>Business Address</b>		2201 South Monroe Street		
<b>City, County, State, Zip,</b>		Tallahassee	Leon	FL 32301
<b>Phone Number (with area code)</b>		850 656-2437 x233		<b>Fax Number (with area code)</b> 850 942-6402
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		59-2816580		
<b>DUN &amp; Bradstreet Number (DUNs):</b>		87-769-0859		
<b>Congressional District of Business Location of Sponsor</b>		2nd		
<b>Congressional District(s) of Primary Service Area(s)</b>		2nd		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Tallahassee, Woodville, Sopchoppy, Eastpointe, Apalachicola, Crawfordville, Madison, Perry, Quincy, Gretna, Havana, Midway, Bristol, Chattahoochee, Monticello, Lloyd, Carrabelle		Leon, Franklin, Gadsden, Jefferson, Madison, Taylor Liberty, Wakulla
<b>Total HOPWA contract amount for this Organization</b>		\$229,500.00		
<b>Organization's Website Address</b> <a href="http://www.bigbendcares.org">www.bigbendcares.org</a>		<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> Yes <i>Please check if yes and a grassroots organization.</i> <input checked="" type="checkbox"/> Yes		<b>If yes, explain in the narrative section how this list is administered.</b>		

## 2. Project Sponsor Information

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

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

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

<b>Project Sponsor Agency Name</b> WellFlorida Council, Inc.		<b>Parent Company Name, if applicable</b> North Central Florida Health Planning Council, Inc.		
<b>Name and Title of Contact at Project Sponsor Agency</b>		Karen Klubertanz, HIV/AIDS Program Director		
<b>Email Address</b>		<a href="mailto:kklubertanz@wellflorida.org">kklubertanz@wellflorida.org</a>		
<b>Business Address</b>		1785 NW 80 Boulevard		
<b>City, County, State, Zip,</b>		Gainesville	Alachua	FL 32606
<b>Phone Number (with area code)</b>		352 313-6500, ext. 124		<b>Fax Number (with area code)</b> 352 313-6515
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		23-7083163		
<b>DUN &amp; Bradstreet Number (DUNs):</b>		05-826-7162		
<b>Congressional District of Business Location of Sponsor</b>		3		
<b>Congressional District(s) of Primary Service Area(s)</b>		2,3,4,5,6,7,8		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		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	
<b>Total HOPWA contract amount for this Organization</b>		\$581,953.00		
<b>Organization's Website Address</b> <a href="http://www.wellflorida.org">www.wellflorida.org</a>			<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> Yes <i>Please check if yes and a grassroots organization.</i> <input checked="" type="checkbox"/> Yes			<b>If yes, explain in the narrative section how this list is administered.</b>	

#### 4. Program Subrecipient Information

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

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

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

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

<b>Subrecipient Name</b>	Catholic Charities Bureau of Gainesville			<b>Parent Company Name, if applicable</b>
				N/A
<b>Name and Title of Contact at Subrecipient</b>	Susan Frizzell, HOPWA Coordinator			
<b>Email Address</b>	<a href="mailto:ncfhpc@yahoo.com">ncfhpc@yahoo.com</a>			
<b>Business Address</b>	1701 N W 9 Street			
<b>City, State, Zip, County</b>	Gainesville	Alachua	FL	32609
<b>Phone Number (with area code)</b>	352 372-1422		<b>Fax Number (include area code)</b>	
			352 371-3157	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	59-1785681			
<b>DUN &amp; Bradstreet Number (DUNs):</b>	065887390			
<b>North American Industry Classification System (NAICS) Code</b>	624190			
<b>Congressional District of Location</b>	3			
<b>Congressional District of Primary Service Area</b>	2,3,4,5,6,7,8			
<b>City (ies) and County (ies) of Primary Service Area(s)</b>	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	
<b>Total HOPWA Contract Amount of this Organization for the operating year</b>	\$216,487.00			

## 2. Project Sponsor Information

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

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

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

<b>Project Sponsor Agency Name</b> Hillsborough County Health Department		<b>Parent Company Name, if applicable</b> Florida Department of Health			
<b>Name and Title of Contact at Project Sponsor Agency</b>		Vivian Aquino-Ramirez			
<b>Email Address</b>		Vivian.Ramirez-Aquino@flhealth.gov			
<b>Business Address</b>		1105 E. Kennedy Blvd., Suite 312			
<b>City, County, State, Zip,</b>		Tampa	Hillsborough	FL	33602
<b>Phone Number (with area code)</b>		813 272-8015 extension 6502		<b>Fax Number (with area code)</b> 813 276-2839	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		NA			
<b>DUN &amp; Bradstreet Number (DUNs):</b>		NA			
<b>Congressional District of Business Location of Sponsor</b>		9, 11, 12			
<b>Congressional District(s) of Primary Service Area(s)</b>		12, 13			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Bayshore Gardens, Braden Castle, Bradenton, Cortez, Ellenton, Ilexhurst, Manatee, Memphis, Holmes, Palmetto, Somoset, Whitfield, Whitney Beach.		Manatee	
<b>Total HOPWA contract amount for this Organization</b>		\$200,000.00			
<b>Organization's Website Address</b> <a href="http://www.hillsboroughcounty.org">www.hillsboroughcounty.org</a>			<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> Yes <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/> Yes			<b>If yes, explain in the narrative section how this list is administered.</b>		

#### 4. Program Subrecipient Information

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

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

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

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

<b>Subrecipient Name</b>	Manatee County Rural Health Services			<b>Parent Company Name, if applicable</b>
				N/A
<b>Name and Title of Contact at Subrecipient</b>	Linda Snyder, Director Specialized Programs and Contracts			
<b>Email Address</b>	<a href="mailto:lsnyder@mcrhs.org">lsnyder@mcrhs.org</a>			
<b>Business Address</b>	700 8 <sup>th</sup> Avenue, Suite 101			
<b>City, State, Zip, County</b>	Parrish	Manatee	FL	34219
<b>Phone Number (with area code)</b>	828 247-6678		<b>Fax Number (include area code)</b>	
			941 776-4010	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	59-1773262			
<b>DUN &amp; Bradstreet Number (DUNs):</b>	N/A			
<b>North American Industry Classification System (NAICS) Code</b>	N/A			
<b>Congressional District of Location</b>	13 2703 19 <sup>th</sup> Street Court E. Suite 2			
<b>Congressional District of Primary Service Area</b>	13			
<b>City (ies) and County (ies) of Primary Service Area(s)</b>	Bradenton, Palmetto, Anna Maria, Bradenton Beach, Myakka City			Manatee
<b>Total HOPWA Contract Amount of this Organization for the operating year</b>	\$33,804.00			

## 2. Project Sponsor Information

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

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

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

<b>Project Sponsor Agency Name</b> Polk County Health Department		<b>Parent Company Name, if applicable</b> Florida Department of Health		
<b>Name and Title of Contact at Project Sponsor Agency</b>		Nicole Frigel, Sr. Human Services Program Manager		
<b>Email Address</b>		<a href="mailto:nicole.frigel@flhealth.gov">nicole.frigel@flhealth.gov</a>		
<b>Business Address</b>		1255 Brice Blouvard		
<b>City, County, State, Zip,</b>		Bartow	Polk	FL 33884
<b>Phone Number (with area code)</b>		863 519-8233		<b>Fax Number (with area code)</b> 863 519-8304
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		59-350-02843		
<b>DUN &amp; Bradstreet Number (DUNs):</b>		364-215061		
<b>Congressional District of Business Location of Sponsor</b>		15th		
<b>Congressional District(s) of Primary Service Area(s)</b>		15 <sup>th</sup> and 17th		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Lakeland, Winter Haven, Davenport, Wauchula, Bowling Green		Hardee and Highlands
<b>Total HOPWA contract amount for this Organization</b>		\$332,994.00		
<b>Organization's Website Address</b> <a href="http://www.MyPolkHealth.org">www.MyPolkHealth.org</a>		<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> NA <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/> NA		<b>If yes, explain in the narrative section how this list is administered.</b>		

## 2. Project Sponsor Information

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

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

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

<b>Project Sponsor Agency Name</b> United Way of Brevard County, Inc.		<b>Parent Company Name, if applicable</b> N/A		
<b>Name and Title of Contact at Project Sponsor Agency</b>		Terry Taylor, Grant/Contract Coordinator		
<b>Email Address</b>		<a href="mailto:ttaylor@uwbrevard.org">ttaylor@uwbrevard.org</a>		
<b>Business Address</b>		937 Dixon Boulevard		
<b>City, County, State, Zip,</b>		Cocoa	Brevard	FL 32922
<b>Phone Number (with area code)</b>		321 631-2740		<b>Fax Number (with area code)</b> 321 631-2007
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		59-0836384		
<b>DUN &amp; Bradstreet Number (DUNs):</b>		168435030		
<b>Congressional District of Business Location of Sponsor</b>		15th		
<b>Congressional District(s) of Primary Service Area(s)</b>		15 <sup>th</sup> and 24th		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Cocoa, Titusville, Mims, Port St. John, Rockledge, Merritt Island, Cocoa Beach, Cape Canaveral, Melbourne, Micco, Palm Bay		Brevard
<b>Total HOPWA contract amount for this Organization</b>		\$473,099.00		
<b>Organization's Website Address</b> <a href="http://www.uwbrevard.org">www.uwbrevard.org</a>		<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> Yes <i>Please check if yes and a grassroots organization.</i> <input checked="" type="checkbox"/> Yes		<b>If yes, explain in the narrative section how this list is administered.</b>		

## 4. Program Subrecipient Information

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

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

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

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

<b>Subrecipient Name</b> Brevard County Health Department		<b>Parent Company Name, if applicable</b> Florida Department of Health		
<b>Name and Title of Contact at Subrecipient</b>		Deborah Guerra, Sr. Human Services Counselor Supervisor		
<b>Email Address</b>		<a href="mailto:Deborah.Guerra@flhealth.gov">Deborah.Guerra@flhealth.gov</a>		
<b>Business Address</b>		255 Judge Fran Jamieson Way		
<b>City, State, Zip, County</b>		Viera	Brevard	FL 32940

<b>Phone Number (with area code)</b>	321 690-6495	<b>Fax Number (include area code)</b>	321 690-3286
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	59-3502843		
<b>DUN &amp; Bradstreet Number (DUNs):</b>	364-215061		
<b>North American Industry Classification System (NAICS) Code</b>	N/A		
<b>Congressional District of Location</b>	15th		
<b>Congressional District of Primary Service Area</b>	15 <sup>th</sup> and 24th		
<b>City (ies) and County (ies) of Primary Service Area(s)</b>	Melbourne,, Cocoa, Rockledge, Palm Bay, Merritt Island, Mims, Cocoa Beach	Brevard	
<b>Total HOPWA Contract Amount of this Organization for the operating year</b>	\$108,107.53		

<b>Subrecipient Name</b>	Project Response, Inc.		<b>Parent Company Name, if applicable</b>		N/A
<b>Name and Title of Contact at Subrecipient</b>	Christine Hackford, Director of Operations				
<b>Email Address</b>	<a href="mailto:chackford@projectresponse.org">chackford@projectresponse.org</a>				
<b>Business Address</b>	745 S. Apollo Boulevard				
<b>City, State, Zip, County</b>	Melbourne	Brevard	FL	32901	
<b>Phone Number (with area code)</b>	321 724-1177		<b>Fax Number (include area code)</b>		
			321 724-2255		
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	59-3036563				
<b>DUN &amp; Bradstreet Number (DUNs):</b>	N/A				
<b>North American Industry Classification System (NAICS) Code</b>	N/A				
<b>Congressional District of Location</b>	15th				
<b>Congressional District of Primary Service Area</b>	15 <sup>th</sup> and 24th				
<b>City (ies) and County (ies) of Primary Service Area(s)</b>	Melbourne,, Cocoa, Palm Bay, Merritt Island, Titusville, Cape Canaveral			Brevard	
<b>Total HOPWA Contract Amount of this Organization for the operating year</b>	\$134,808.47				

<b>Subrecipient Name</b>	Comprehensive Health Care		<b>Parent Company Name, if applicable</b>			N/A
<b>Name and Title of Contact at Subrecipient</b>	John Kim, Housing Specialist					
<b>Email Address</b>	<a href="mailto:Jkim@chcfl.net">Jkim@chcfl.net</a>					
<b>Business Address</b>	1495 N. Harbor City Blvd.					
<b>City, State, Zip, County</b>	Melbourne	Brevard	FL	32935		
<b>Phone Number (with area code)</b>	321 259-8928		<b>Fax Number (include area code)</b>			
			321 259-6060			
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	59-3062093					
<b>DUN &amp; Bradstreet Number (DUNs):</b>	N/A					
<b>North American Industry Classification System (NAICS) Code</b>	N/A					
<b>Congressional District of Location</b>	15th					
<b>Congressional District of Primary Service Area</b>	15 <sup>th</sup> and 24th					

<b>City (ies) and County (ies) of Primary Service Area(s)</b>	Melbourne, Cocoa, Palm Bay	Brevard
<b>Total HOPWA Contract Amount of this Organization for the operating year</b>	\$197,062.00	

**2. Project Sponsor Information**

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

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

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

<b>Project Sponsor Agency Name</b>		<b>Parent Company Name, if applicable</b>			
The Health Planning Council of Southwest Florida, Inc.		N/A			
<b>Name and Title of Contact at Project Sponsor Agency</b>	Peggy Brown, Director				
<b>Email Address</b>	<a href="mailto:peggybrown@hpcswf.com">peggybrown@hpcswf.com</a>				
<b>Business Address</b>	8961 Daniels Center Drive, Suite 401				
<b>City, County, State, Zip,</b>	Fort Myers	Lee	FL	33912	
<b>Phone Number (with area code)</b>	239 433-6700, ext. 223		<b>Fax Number (with area code)</b>		
			239 433-6705		
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	59-2269305				
<b>DUN &amp; Bradstreet Number (DUNs):</b>	931898514				
<b>Congressional District of Business Location of Sponsor</b>	14				
<b>Congressional District(s) of Primary Service Area(s)</b>	13,14,16, Parts of 23, & 25				
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	Fort Myers, Cape Coral, Naples, Immokalee, Everglades City, Charlotte, Punta Gorda, Arcadia, Labelle, Clewiston, Moore Haven, Sarasota		Lee, Charlotte, Collier, Desoto, Hendry, Glades, Sarasota		
<b>Total HOPWA contract amount for this Organization</b>	\$1,041,604.00				
<b>Organization's Website Address</b>		<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
<a href="http://www.hpcswf.com">www.hpcswf.com</a>		<b>If yes, explain in the narrative section how this list is administered.</b>			
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> NA Please check if yes and a grassroots organization. <input type="checkbox"/> NA					

#### 4. Program Subrecipient Information

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

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

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

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

<b>Subrecipient Name</b>	Lee County Human Services, Inc.			<b>Parent Company Name, if applicable</b> N/A	
<b>Name and Title of Contact at Subrecipient</b>	Kim Hustad, Program Manager				
<b>Email Address</b>	<a href="mailto:khusdad@leegov.com">khusdad@leegov.com</a>				
<b>Business Address</b>	2440 Thompson Street				
<b>City, State, Zip, County</b>	Fort Myers	Lee	FL	33901	
<b>Phone Number (with area code)</b>	239 533-7916			<b>Fax Number (include area code)</b> 239 533-7976	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	59-6000702				
<b>DUN &amp; Bradstreet Number (DUNs):</b>	013461611				
<b>North American Industry Classification System (NAICS) Code</b>	N/A				
<b>Congressional District of Location</b>	14th				
<b>Congressional District of Primary Service Area</b>	14th				
<b>City (ies) and County (ies) of Primary Service Area(s)</b>	Fort Myers, Cape Coral , Lehigh Acres			Lee	
<b>Total HOPWA Contract Amount of this Organization for the operating year</b>	\$103,000.00				

<b>Subrecipient Name</b>	Collier County Health Department			<b>Parent Company Name, if applicable</b> Florida Department of Health	
<b>Name and Title of Contact at Subrecipient</b>	Susan Craig, Program Manager				
<b>Email Address</b>	<a href="mailto:Susan_Craig@doh.state.fl.us">Susan_Craig@doh.state.fl.us</a>				
<b>Business Address</b>	3301 Tamiami Trail East, Building H				
<b>City, State, Zip, County</b>	Naples	Collier	FL	34112	
<b>Phone Number (with area code)</b>	239 252-2683			<b>Fax Number (include area code)</b> 239 252-6016	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	59-3502843				
<b>DUN &amp; Bradstreet Number (DUNs):</b>	364-215061				
<b>North American Industry Classification System (NAICS) Code</b>	228992312				
<b>Congressional District of Location</b>	25th				
<b>Congressional District of Primary Service Area</b>	25th				
<b>City (ies) and County (ies) of Primary Service Area(s)</b>	Naples, Immokalee			Collier	
<b>Total HOPWA Contract Amount of this Organization for the operating year</b>	\$37,000.00				

<b>Subrecipient Name</b>	Desoto County Health Department			<b>Parent Company Name, if applicable</b>
				Florida Department of Health
<b>Name and Title of Contact at Subrecipient</b>	Mary Kay Burns, Administrator			
<b>Email Address</b>	<a href="mailto:Marykay_burns@doh.state.fl.us">Marykay_burns@doh.state.fl.us</a>			
<b>Business Address</b>	34 S. Baldwin Avenue			
<b>City, State, Zip, County</b>	Arcadia	Desoto	FL	34266
<b>Phone Number (with area code)</b>	863 993-4601			<b>Fax Number (include area code)</b>
				863 993-4601
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	59-3502843			
<b>DUN &amp; Bradstreet Number (DUNs):</b>	364-215061			
<b>North American Industry Classification System (NAICS) Code</b>	228992312			
<b>Congressional District of Location</b>	13th			
<b>Congressional District of Primary Service Area</b>	13th			
<b>City (ies) and County (ies) of Primary Service Area(s)</b>	Arcadia			Desoto
<b>Total HOPWA Contract Amount of this Organization for the operating year</b>	\$38,000.00			

<b>Subrecipient Name</b>	Hendry Glades County Health Department			<b>Parent Company Name, if applicable</b>
				Florida Department of Health
<b>Name and Title of Contact at Subrecipient</b>	Robert Bobo, Program Manager			
<b>Email Address</b>	<a href="mailto:robert_bobo@doh.state.fl.us">robert_bobo@doh.state.fl.us</a>			
<b>Business Address</b>	1140 Pratt Boulevard			
<b>City, State, Zip, County</b>	Labelle	Hendry	FL	33935
<b>Phone Number (with area code)</b>	863 674-4041			<b>Fax Number (include area code)</b>
				863 674-4076
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	59-3502843			
<b>DUN &amp; Bradstreet Number (DUNs):</b>	364-215061			
<b>North American Industry Classification System (NAICS) Code</b>	228992312			
<b>Congressional District of Location</b>	16			
<b>Congressional District of Primary Service Area</b>	16			
<b>City (ies) and County (ies) of Primary Service Area(s)</b>	Labelle, Clewiston, Moore Haven, Buckhead Ridge, Muse, Lakeport			Hendry, Glades
<b>Total HOPWA Contract Amount of this Organization for the operating year</b>	\$42,000.00			

<b>Subrecipient Name</b>	Charlotte County Health Department			<b>Parent Company Name, if applicable</b>	
				Florida Department of Health	
<b>Name and Title of Contact at Subrecipient</b>	Mary Kay Burns, Acting Administrator				
<b>Email Address</b>	<a href="mailto:MaryKay_Burns@doh.state.fl.us">MaryKay_Burns@doh.state.fl.us</a>				
<b>Business Address</b>	514 E. Grace Street				
<b>City, State, Zip, County</b>	Punta Gorda	Charlotte	FL	33950	
<b>Phone Number (with area code)</b>	941 639-1181			<b>Fax Number (include area code)</b>	
				941 639-4632	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	59-3502843				
<b>DUN &amp; Bradstreet Number (DUNs):</b>	364-215061				
<b>North American Industry Classification System (NAICS) Code</b>	228992312				
<b>Congressional District of Location</b>	16th				
<b>Congressional District of Primary Service Area</b>	16th				
<b>City (ies) and County (ies) of Primary Service Area(s)</b>	Punta Gorda, Port Charlotte, Englewood, North Port			Charlotte	
<b>Total HOPWA Contract Amount of this Organization for the operating year</b>	\$39,125				

<b>Subrecipient Name</b>	Sarasota County Health Department			<b>Parent Company Name, if applicable</b>	
				Florida Department of Health	
<b>Name and Title of Contact at Subrecipient</b>	Lynthia T. Oratokhai				
<b>Email Address</b>	<a href="mailto:Lynthia_Oratokhai@doh.state.fl.us">Lynthia_Oratokhai@doh.state.fl.us</a>				
<b>Business Address</b>	2200 Ringling Blvd.				
<b>City, State, Zip, County</b>	Sarasota	Sarasota	FL	34237	
<b>Phone Number (with area code)</b>	941 861-2970			<b>Fax Number (include area code)</b>	
				941 861-2869	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	59-3502843				
<b>DUN &amp; Bradstreet Number (DUNs):</b>	364-215061				
<b>North American Industry Classification System (NAICS) Code</b>	228992312				
<b>Congressional District of Location</b>	13th				
<b>Congressional District of Primary Service Area</b>	13th				
<b>City (ies) and County (ies) of Primary Service Area(s)</b>	Sarasota, Venice, North Port, Englewood			Sarasota, Charlotte, Manatee	
<b>Total HOPWA Contract Amount of this Organization for the operating year</b>	\$21,000.00				

<b>Subrecipient Name</b>	Community AIDS Network		<b>Parent Company Name, if applicable</b>	
			N/A	
<b>Name and Title of Contact at Subrecipient</b>	Michael Cuffage, President & CEO			
<b>Email Address</b>	<a href="mailto:mike@cccsrq.org">mike@cccsrq.org</a>			
<b>Business Address</b>	1231 N. Tuttle Avenue			
<b>City, State, Zip, County</b>	Sarasota	Sarasota	FL	34327
<b>Phone Number (with area code)</b>	941 366-0461		<b>Fax Number (include area code)</b>	
			941 951-1795	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	65-0278528			
<b>DUN &amp; Bradstreet Number (DUNs):</b>	966571366			
<b>North American Industry Classification System (NAICS) Code</b>	624190			
<b>Congressional District of Location</b>	13th			
<b>Congressional District of Primary Service Area</b>	13th			
<b>City (ies) and County (ies) of Primary Service Area(s)</b>	Sarasota		Sarasota	
<b>Total HOPWA Contract Amount</b>	\$43,000.00			

## 2. Project Sponsor Information

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

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

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

<b>Project Sponsor Agency Name</b> Monroe County Health Department		<b>Parent Company Name, if applicable</b> Florida Department of Health			
<b>Name and Title of Contact at Project Sponsor Agency</b>		Esneider Gomez			
<b>Email Address</b>		<a href="mailto:esneider.gomez@flhealth.gov">esneider.gomez@flhealth.gov</a>			
<b>Business Address</b>		1100 Simonton Street – Office 29			
<b>City, County, State, Zip,</b>		Key West	Monroe	FL	33040
<b>Phone Number (with area code)</b>		305 809-5616		<b>Fax Number (with area code)</b> 305 809-5629	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>					
<b>DUN &amp; Bradstreet Number (DUNs):</b>					
<b>Congressional District of Business Location of Sponsor</b>		18th			
<b>Congressional District(s) of Primary Service Area(s)</b>		18 <sup>th</sup> District of Florida Monroe County			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Key West, Marathon, Key Largo		Monroe	
<b>Total HOPWA contract amount for this Organization</b>		\$520,788.00			
<b>Organization's Website Address</b> <a href="http://www.doh.state.fl.us/chdMonroe/index.html">http://www.doh.state.fl.us/chdMonroe/index.html</a>			<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>			<b>If yes, explain in the narrative section how this list is administered.</b>		

**4. Program Subrecipient Information**

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

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

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

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

<b>Subrecipient Name</b> AIDS Help, Inc.		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at contractor/Sub-contractor Agency</b>	Scott Pridgen, Executive Director			
<b>Email Address</b>	scott.p@aidshelp.cc			
<b>Business Address</b>	1434 Kennedy Drive			
<b>City, County, State, Zip,</b>	Key West	Monroe	Florida	33040
<b>Phone Number (with area code)</b>	(305) 293-4800		<b>Fax Number (with area code)</b> (305) 296-6337	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	59-2678740			
<b>DUN &amp; Bradstreet Number (DUNs)</b>	60-234-8690			
<b>Congressional District of Sponsor's Business Address</b>	18th District			
<b>Congressional District(s) of Primary Service Area</b>	18th District of Florida Monroe County			
<b>City(ies) and County(ies) of Primary Service Area</b>	Cities: Key West, Florida Keys		Counties: Monroe	
<b>Total HOPWA contract amount for this Organization for the operating year</b>	\$363,249.00			
<b>Organization's Website Address</b> www.aidshelp.cc	<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	A.H. of Monroe County, Inc. maintains a waitlist for Housing Assistance. There is no wait/waitlist for Supportive Services provided by A.H. of Monroe County, Inc.			
<b>Please check if yes and a faith-based organization</b> <input type="checkbox"/>				
<b>Please check if yes and a grassroots organization</b> <input type="checkbox"/>				

## 2. Project Sponsor Information

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

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

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

<b>Project Sponsor Agency Name</b> Health Planning Council of Northeast Florida, Inc.		<b>Parent Company Name, if applicable</b> N/A		
<b>Name and Title of Contact at Project Sponsor Agency</b>		Dr. Dawn Emerick, Executive Director		
<b>Email Address</b>		<a href="mailto:Dawn_Emerick@hpcnef.org">Dawn_Emerick@hpcnef.org</a>		
<b>Business Address</b>		644 Cesery Boulevard, suite 210		
<b>City, County, State, Zip,</b>		Jacksonville	Duval	FL 32211
<b>Phone Number (with area code)</b>		904 723-2162, ext. 110		<b>Fax Number (with area code)</b> 904 723-2170
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		59-2274759		
<b>DUN &amp; Bradstreet Number (DUNs):</b>		78-702-8745		
<b>Congressional District of Business Location of Sponsor</b>		7, 24		
<b>Congressional District(s) of Primary Service Area(s)</b>		24		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Daytona Beach, Port Orange, DeLeon Springs, Edgewater, New Smyrna Beach, Ormand Beach, Pierson, DeBary, Seville, Deltona, DeLand, Lake Helen, Oak Hill, Orange City, Bunnell, Flagler Beach, Palm Coast and Osteen		Volusia and Flagler
<b>Total HOPWA contract amount for this Organization</b>		\$311,584.00		
<b>Organization's Website Address</b> <a href="http://www.hpcnef.org">www.hpcnef.org</a>		<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		<b>If yes, explain in the narrative section how this list is administered.</b>		

## 2. Project Sponsor Information

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

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

<b>Project Sponsor Agency Name</b> St. Lucie County Health Department		<b>Parent Company Name, if applicable</b> Florida Department of Health		
<b>Name and Title of Contact at Project Sponsor Agency</b>	Robert Jewett, Contract Manager			
<b>Email Address</b>	Robert.Jewett@flhealth.gov			
<b>Business Address</b>	5150 NW Milner Drive			
<b>City, County, State, Zip,</b>	Port St. Lucie, FL	St. Lucie	FL	34983
<b>Phone Number (with area code)</b>	772 462-5657		<b>Fax Number (with area code)</b> 772 873-4941	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>				
<b>DUN &amp; Bradstreet Number (DUNs):</b>				
<b>Congressional District of Business Location of Sponsor</b>	16th			
<b>Congressional District(s) of Primary Service Area(s)</b>	16th			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	Stuart, Indiantown, Port St. Lucie, Ft. Pierce, Vero Beach, Sebastian, Roseland, Gifford		St. Lucie, Indian River, Martin, Okeechobee	
<b>Total HOPWA contract amount for this Organization</b>	\$682,296			
<b>Organization's Website Address</b>  http://doh.state.fl.us/chdStLucie/index.htm		<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		<b>If yes, explain in the narrative section how this list is administered.</b>		

#### 4. Program Subrecipient Information

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

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

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

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

<b>Subrecipient Name</b>	Project Response			<b>Parent Company Name, if applicable</b>	
				N/A	
<b>Name and Title of Contact at Subrecipient</b>	Roberto Ortiz, Executive Director				
<b>Email Address</b>	<a href="mailto:robertoortiz@projectresponse.org">robertoortiz@projectresponse.org</a>				
<b>Business Address</b>	745 S. Apollo				
<b>City, State, Zip, County</b>	Melbourne	Brevard	FL	32906	
<b>Phone Number (with area code)</b>	321 724-1177			<b>Fax Number (include area code)</b>	
				321 724-2255	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	59-3036563				
<b>DUN &amp; Bradstreet Number (DUNs):</b>	N/A				
<b>North American Industry Classification System (NAICS) Code</b>	N/A				
<b>Congressional District of Location</b>	15th				
<b>Congressional District of Primary Service Area</b>	15 <sup>th</sup> , 16 <sup>th</sup>				
<b>City (ies) and County (ies) of Primary Service Area(s)</b>	Stuart, Indiantown, Port St. Lucie, Ft. Pierce, Vero Beach, Sebastian, Roseland, Gifford			St. Lucie, Indian River, Martin, Okeechobee	
<b>Total HOPWA Contract Amount</b>	\$403,880.00				

## 5. Grantee Narrative and Performance Assessment

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

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

The 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 51 of Florida's 67 counties. There are 19,930 persons living with **HIV/AIDS** in the state program's jurisdiction, of which 20,425 are living with **AIDS**. 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 risk of becoming homeless. The remaining 16 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 11 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 the HOPWA program and other funding sources, such as Ryan White and state general revenue. Therefore, supportive services that contribute to stable housing are readily available to HOPWA clients.

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. Since the Department of Health, as the state HOPWA grantee, is ultimately responsible and accountable to HUD for the state program activities, the department reviews the recommendations within the parameters of the state and federal requirements before implementation.

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 December 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 was allocated statewide to 12 project sponsors to carry out eligible program services and activities. These project sponsors are local community organizations as well as county health departments. In order to ensure that the state pays a fair and reasonable price for the services to be provided, and to enhance quality, availability, and collaboration within the state housing program, the Department drafted a Request for Proposal consisting of a four-year contract cycle. For the first HOPWA fiscal year (2012-2013), contracts were only for a 9-month period starting on October 1, 2012; for the remaining three years, contracts will be for the full 12 months. State certified contract managers manage these contracts at the local level. 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. In addition, the state program offered assistance with security deposits, utility hookup and processing costs, supportive services such as case management, counseling to help develop a housing service plan, support to enable access to care and treatment, as well as assistance in completing public housing applications and referrals to other needed services. Resource identification activities allowed providers to establish, coordinate and develop housing assistance resources for eligible persons.

Actions taken during the year to address the special needs of persons, who are not homeless, but require supportive services were done in conjunction with the Florida Supportive Housing Coalition (FSHC). The department continues a shared commitment with FSHC, focusing on the strategic plan, which 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 continued to collaborate with the coalition to expand supportive housing for persons with special needs. Major federal and state funding streams were identified by the coalition to be used to provide community, tenancy, and employment supports for clients. This information is provided to local staff and partners to address the needs of persons who are not homeless, but require supportive housing, as well as assisting persons who are homeless.

Other accomplishments during the reporting period are:

The Florida Department of Health Pre-Release Planning Program funds Department of Corrections (DOC) planners to link men and women to initial medical appointments in their home communities as they are released from prison. The funding level for this program is \$450,000 per year to maintain staff and program services. In calendar year 2014, 32,754 inmates were released from Florida's prisons. During that period, 899 HIV positive persons were seen by the Pre-Release Planning Program and 69% of those who participated in the program were successfully linked to initial medical care. There are five DOC Pre-Release Planners across the state who provide one-on-one planning with inmates who have an imminent release date. One of the planners is also a Community Linkage Coordinator (CLC) in the Miami-Dade and Broward county area. Another CLC in Orlando is a county health department staff. The CLCs link clients in Broward, Miami-Dade and Orange counties to medical care as well as to housing, transportation and other services that support continuity of care. For up to one year, the CLCs provide case management for these former inmates, with a 93% linkage success rate to initial medical care in 2014. Housing for this population continues to be a challenge for local providers. And, of Florida's 67 counties, Broward, Duval, Hillsborough, Miami-Dade, Orange and Pinellas Counties received about one-half of the former inmates released by the Department of Corrections during this period.

The Corrections Infections Workgroup continues to focus on program development, education and advocacy on issues related to HIV/AIDS, Hepatitis, Sexually Transmitted Diseases (STD), and Tuberculosis (TB) in correctional settings. This workgroup provides an opportunity for the Department of Juvenile Justice, the Department of Children and Families' Substance Abuse and Mental Health Program Office, the Department of Health (DOH) HIV/AIDS and Hepatitis Sections, the Correctional Medical Authority, the Department of Corrections and other partners to discuss changes in their programs and how to collaborate on behalf of their common clients who are incarcerated and soon to be released.

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 meeting was held and priorities for the upcoming year were established. The coalition will continue to focus on fund raising, advocacy for the homeless, supportive housing for persons with special needs and relevant legislation. The department sponsored the *2014 Southeast Institute on Homelessness and Supportive Housing* conference presented by the Florida Coalition for the Homeless and the Florida Supportive Housing Coalition held October 1-3, 2014. The conference theme was *Home Matters*. The institute was very successful with over 450 attendees including consumers, advocates, and government officials. The numerous sessions and workshops allowed national and state speakers the opportunity to share their knowledge and experience addressing housing issues, community resources and services, best practices, advocacy, awareness and programs for special needs populations. The sessions and workshops were well attended; allowing for the expansion of knowledge and capacity of stakeholders to improve the quality of life of homeless, at risk individuals and, vulnerable populations, including those living with HIV/AIDS and their families throughout the Southeastern United States.

Florida Housing Search.org is used as a statewide resource to find available and affordable rental housing.

Direct any comments or questions regarding the program to Mr. Craig Reynolds, State HOPWA Program Coordinator, Ms. Cheryl Urbas, State Housing Coordinator, and Mrs. Sharon Linzy, Reporting Program Analyst.

#### **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 year are as follows: The State HOPWA program provided services to 1,555 households during the program year and spent \$3,164,985 (includes leveraged funds); 532 of the households were served in the prior year, and 466 of those were served in the prior two years. Of the 1,949 individuals assisted, 1,555 received assistance with TBRA, STRMU, Transitional Housing and, Permanent Housing Placement services. In addition to these 1,555, another 1,240 individuals resided in the household. The 1422 households in private housing received \$1,865,506 in TBRA and STRMU assistance. The state plan is to continue the increase in 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 50% of funds expended were used for short-term housing activities, consistent with the state Action Plan. The Plan estimated that 2,737 households would be served through the HOPWA program with priority given to persons with low-family incomes. The actual number of households totaled 1,949 or 72% of the Plan. This represents a significant decrease from last year's 2,313 households that received HOPWA housing assistance. This decrease is due to technical assistance provided to project sponsors on adhering to federal HOPWA program requirements as well as allowing more clients to be served through more fiscal accountability.

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

Data collected during the program year reflects that of the 1,949 clients served, 553 are in permanent, stable housing and 817 are temporarily stable with a reduced risk of homelessness because of HOPWA housing assistance. Note that of the total clients assisted, 15 chronically homeless are currently in a more stable housing arrangement. This number is down from the 23 identified in the previous program year. The state's assessment of client stability outcomes resulting from short-term emergency housing assistance is that over 88% of households served are in a stable or temporarily stable housing arrangement. About 6% of clients are in unstable housing arrangements. The overall outcomes for this program year reflect that over half of eligible clients/households are able to establish and better maintain suitable stable housing; improved accessibility to health care and other support services; and reduced risk of homelessness among individuals and families living with HIV/AIDS.

**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 in achieving the state program goal to prevent homelessness and provide clients with a stable living situation. Project sponsors remain committed to the goal of fostering housing stability for members of the affected community by maintaining a relationship with the local Housing Care Continuum and the Homeless Coalition. Project sponsors also attend and contribute to Homeless and Hunger Networking meetings as well as participate in the development of the Comprehensive Homeless Assistance Plan for the state of Florida and the Tallahassee area Consolidated Plan.

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.

The state will continue to take advantage of training opportunities and technical assistance available through HUD Webinars, live meetings and calls. The state program would benefit from the direct delivery of in-house IDIS training for key staff involved in IDIS activities. The state will maintain open communication with our Jacksonville HUD office community planning and development representative who provide on-going program support and technical assistance. The state would benefit from the completion of technical assistance that began during the last program year and was abruptly halted due to a contractual issue.

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

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

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

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

Barriers:

- Housing affordability and availability remain major obstacles in many areas of the state. 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 values high, and often unaffordable for HOPWA eligible households. Citing the 2014 report from the Florida Housing Coalition, *Home Matters* Florida is one of several states with the greatest decrease in affordable housing. Further, the share of working households with a severe housing cost burden is 40% in Florida. The median gross rent in Florida is \$972, while the US median is \$905, thus affecting a household’s ability to find affordable housing.
- Property owners typically perform credit and background checks, thus preventing some clients from obtaining permanent affordable housing, especially when the client has a lack of and/or poor credit history. The cost of living in some areas of the state affects clients’ housing stability. Many clients’ primary source of income is Social Security or Social Security Disability that does not cover the 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.
- A lack of available, affordable housing and low-income housing providers are barriers to housing stability for persons with low income in the state. Safe, affordable housing is inadequate while the number of households needing housing support continues to increase. Statewide, Public Housing Authorities are experiencing a 5+ year waitlist, which affects the movement of people to long-term, stable housing. While the state’s foreclosure rate has decreased slightly, investment properties that were previously low rental properties have created a substantial decrease in available rental property in some areas.
- 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 most areas.
- Fair market rents in some areas are not consistent with the actual amount charged for rent. Property taxes in the state have increased over the last few years and the increase has contributed to high rents.
- Support for re-entry of formerly incarcerated persons into the community is improving, but remains inadequate. Formerly incarcerated persons with HIV/AIDS often encounter the twin-barriers of employment and access to rental housing due to limitations imposed by having a criminal background. Section 8 and public housing eligibility requirements are restrictive and unavailable to those with a criminal history. Additionally, the State of Florida has specific regulations related to registered sexual offenders therefore, the state program has incorporated language in our contracts with providers prohibiting the use of funds to house registered sex offenders.
- Many non-profit and faith-based organizations such as United Way, Salvation Army, etc., that previously addressed housing emergencies experienced a decrease of funding which had an impact on housing support services. These agencies have revised their focus to rebuild communities and assist persons impacted by natural disasters.

The state's response: In addition to collaborating with other specialty programs to increase resources, the state continued cooperative efforts in working with agencies providing community, tenancy, and employment supports. The state provided training specific to STRMU activities which resulted in an enhanced understanding of the intent of short-term housing activities. The state continued to provide resources through available federal and state funding to address housing needs of people with HIV/AIDS who are leaving jails and prisons. Through focused efforts provided by HOPWA housing coordinators, 91 individuals obtained an income-producing job during this reporting period. State partners continue to approach land/property owners and developers to 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 area providing tenant-based rental assistance continues to be a successful addition to the housing continuum. The state is collaborating with Collaborative Solutions in the development of State HOPWA Policies and Procedures to allow for the potential expansion of TBRA statewide.

The state's recommendations: All case management providers will continue to increase their knowledge 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, as well as other social, health and economic services, are enhanced by training, technical assistance and monitoring. The state will 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 continues its efforts to enhance and expand capacity of housing resources; ensure community-wide strategies and partnerships to include closer collaboration with Continuums of Care and Public Housing Authorities to provide affordable housing that is accessible to persons living with HIV/AIDS, and to promote client independence. The state continues to seek leveraged resources that will significantly expand programs that work. The state will continue to encourage housing providers to pursue all housing grant funding opportunities, encourage appropriate modifications of housing programs to address housing instability, as it remains a significant barrier to employment and health care. The state will develop a comprehensive statewide needs assessment to include consumers, advocates, providers, and DOH/HOPWA staff, once the technical assistance through Collaborative Solutions is reinstated.

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:

- A serious decrease in safe and affordable housing due in part to the slow recovery of the economy has created the new face of homeless households. The average cost of safe and decent rental property in some areas far exceed fair market rents.
- All though the housing market has experienced a slight improvement, Florida's housing programs continue to be impacted by a reduction in building new structures and the resale and renting of current structures.
- Households considered stable a few years ago continue to experience instability as a result of changes in cost of living and unemployment.

In addition to housing costs, unemployment rates and significant housing cost burdens, other trends facing communities in the state include:

- Awareness of HIV+ status and resulting need for housing services
- Mortgage foreclosure due to unemployment or the exhaustion of unemployment benefits
- Population increasing statewide with a significant increase noted in central and south Florida
- Maintenance of property insurance is difficult in some parts of the state
- Rental housing is out of reach for low-income, minimum wage earners

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.

The State HOPWA program performs an annual monitoring of each contracted project sponsor. The results are available to the public through a public records request.

**End of Narrative**

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

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

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

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

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

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

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

**NOTE: We are a formula grantee.**

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

1. Total number of households that have unmet housing subsidy assistance need.	0
2. From the total reported in Row 1, identify the number of households with unmet housing needs by type of housing subsidy assistance:	
a. Tenant-Based Rental Assistance (TBRA)	0
b. Short-Term Rent, Mortgage and Utility payments (STRMU)	0
• Assistance with rental costs	0
• Assistance with mortgage payments	0
• Assistance with utility costs.	0
c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities	0

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

<input 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 including those completed by HOPWA competitive grantees operating in the region.
<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 and Program Income

### 1. Sources of Leveraging

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

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

#### A. Source of Leveraging Chart

[1] Source of Leveraging	[2] Amount of Leveraged Funds	[3] Type of Contribution	[4] Housing Subsidy Assistance or Other Support
<b>Public Funding</b>			
Ryan White-Housing – Other	\$70,985	Emergency Financial Assistance	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Housing Choice Voucher Program	\$12,655	Reduced Rent	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
OP ~Public	\$92,347	Reduced Rent	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
OP ~ Monroe County Health Svcs	\$1,692	Life skills	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Low Income Housing Tax Credit	\$65,274	Reduced Rent	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
OP ~ FEMA	\$4,548	Utilities & Food	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
OP ~ Making Home Affordable	\$5,000	Housing Assistance	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public: Area Churches	\$5,553	Utility Assistance	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
OP ~ Section 8	\$28,488	Housing Assistance	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
OP ~Social Service Agencies	\$8,607	Rent & Utility	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
<b>Private Funding</b>			
In-kind Resources	\$12,500	Transportation	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Grants/Foundations ~ Broadway Cares	\$8,050	Housing Assistance	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private ~ Donations	\$61,203	Housing Assistance	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
<b>Other Funding</b>			
Project Sponsor/Project Sponsor/Subrecipient (Agency) Cash	\$350	Utility Pmts.	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Resident Rent Payments by Client to Private Landlord	\$663,153		
<b>TOTAL (Sum of all Rows)</b>	<b>\$1,040,405</b>		

**2. Program Income and Resident Rent Payments**

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

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

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

<b>Program Income and Resident Rent Payments Collected</b>		<b>Total Amount of Program Income (for this operating year)</b>
1.	Program income (e.g. repayments)	\$1,794
2.	Resident Rent Payments made directly to HOPWA Program	\$0.00
3.	<b>Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)</b>	<b>\$1,794</b>

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

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

<b>Program Income and Resident Rent Payment Expended on HOPWA programs</b>		<b>Total Amount of Program Income Expended (for this operating year)</b>
1.	Program Income and Resident Rent Payment Expended on Housing Subsidy Assistance costs	\$1,794
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	\$0.00
3.	<b>Total Program Income Expended (Sum of Rows 1 and 2)</b>	<b>\$1,794</b>

**End of PART 2**

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

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

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

**1. HOPWA Performance Planned Goal and Actual Outputs**

<b>HOPWA Performance Planned Goal and Actual</b>		[1] Output: Households				[2] Output: Funding	
		HOPWA Assistance		Leveraged Households		HOPWA Funds	
		a.	b.	c.	d.	e.	f.
		Goal	Actual	Goal	Actual	HOPWA Budget	HOPWA Actual
<b>HOPWA Housing Subsidy Assistance</b>		<b>[1] Output: Households</b>				<b>[2] Output: Funding</b>	
1.	Tenant-Based Rental Assistance	45	44	98	80	\$283,980	\$280,734
2a.	<b>Permanent Housing Facilities: NA</b> Received Operating Subsidies/Leased units (Households Served)	0	0	0	0	0	0
2b.	<b>Transitional/Short-term Facilities:</b> Received Operating Subsidies/Leased units (Households Served)	62	47	5	15	\$153,469	\$64,527
3a.	<b>Permanent Housing Facilities: NA</b> Capital Development Projects placed in service during the operating year (Households Served)	0	0	0	0	0	0
3b.	<b>Transitional/Short-term Facilities: NA</b> Capital Development Projects placed in service during the operating year (Households Served)	0	0	0	0	0	0
4.	Short-Term Rent, Mortgage and Utility Assistance	1756	1378	68	61	\$2,563,475	\$1,584,772
5.	Permanent Housing Placement Services	192	286	42	9	\$289,358	\$194,547
6.	Adjustments for duplication (subtract)	0	-200	0	0		
7.	<b>Total HOPWA Housing Subsidy Assistance</b> (Columns a. – d. equal the sum of Rows 1-5 minus Row 6; Columns e. and f. equal the sum of Rows 1-5)	2055	1555	213	165	\$3,290,282	\$2,124,580
<b>Housing Development (Construction and Stewardship of facility based housing)</b>		<b>[1] Output: Housing Units</b>				<b>[2] Output: Funding</b>	
8.	Facility-based units; Capital Development Projects not yet opened (Housing Units) NA	0	0	0	0	0	0
9.	Stewardship Units subject to 3 or 10 year use agreements NA	0	0				
10.	<b>Total Housing Developed</b> (Sum of Rows 8 & 9)	0	0	0	0	0	0
<b>Supportive Services</b>		<b>[1] Output Households</b>				<b>[2] Output: Funding</b>	
11a.	Supportive Services provided by project sponsors/subrecipient that also delivered HOPWA housing subsidy assistance	2237	1949			\$1,172,041	\$971,931
11b.	Supportive Services provided by project sponsors/subrecipient that only provided supportive services.	0	0			0	0
12.	Adjustment for duplication (subtract)	0	0			0	0
13.	<b>Total Supportive Services</b> (Columns a. – d. equal the sum of Rows 11 a. & b. minus Row 12; Columns e. and f. equal the sum of Rows 11a. & 11b.)	2237	1949			\$1,172,041	\$971,931
<b>Housing Information Services</b>		<b>[1] Output Households</b>				<b>[2] Output: Funding</b>	
14.	Housing Information Services	0	0			0	0
15.	<b>Total Housing Information Services</b>	0	0			0	0

Grant Administration and Other Activities		[1] Output Households				[2] Output: Funding	
16.	Resource Identification to establish, coordinate and develop housing assistance resources					\$116,074	\$90,438
17.	Technical Assistance (if approved in grant agreement)					\$0	\$0
18.	Grantee Administration (maximum 3% of total HOPWA grant)					\$147,000	\$130,256
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					\$330,299	\$318,727
20.	<b>Total Grant Administration and Other Activities (Sum of Rows 17 – 20)</b>					<b>\$587,110</b>	<b>\$539,421</b>
<b>Total Expended</b>						<b>[2] Outputs: HOPWA Funds Expended</b>	
						<b>Budget</b>	<b>Actual</b>
21.	<b>Total Expenditures for program year (Sum of Rows 7, 10, 13, 15, and 20)</b>					<b>\$5,055,696</b>	<b>\$3,652,937</b>

## 2. Listing of Supportive Services

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

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

Supportive Services		[1] Output: Number of <u>Households</u>	[2] Output: Amount of HOPWA Funds Expended
1.	Adult day care and personal assistance		
2.	Alcohol and drug abuse services		
3.	Case management	1949	\$971,931
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). <b>Specify:</b>	0	0
15.	<b>Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)</b>	1949	
16.	<b>Adjustment for Duplication (subtract)</b>	0	
17.	<b>TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)</b>	<b>1949</b>	<b>\$971,931</b>

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

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

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

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

Housing Subsidy Assistance Categories (STRMU)		[1] Output: Number of <u>Households</u> Served	[2] Output: Total HOPWA Funds Expended on STRMU during Operating Year
a.	Total Short-term mortgage, rent and/or utility (STRMU) assistance	1378	\$1,584,772
b.	Of the total STRMU reported on Row a, total who received assistance with <u>mortgage costs ONLY</u> .	57	\$65,949
c.	Of the total STRMU reported on Row a, total who received assistance with <u>mortgage and utility</u> costs.	56	\$143,578
d.	Of the total STRMU reported on Row a, total who received assistance with <u>rental costs ONLY</u> .	492	\$564,708
e.	Of the total STRMU reported on Row a, total who received assistance <u>with rental and utility costs</u> .	410	\$646,991
f.	Of the total STRMU reported on Row a, total who received assistance with <u>utility costs ONLY</u> .	363	\$163,546
g.	Direct program delivery costs (e.g., program operations staff time)		NA

**End of PART 3**

## Part 4: Summary of Performance Outcomes

In Column [1], report the total number of eligible households that received HOPWA housing subsidy assistance, by type.

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

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

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

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

#### A. Permanent Housing Subsidy Assistance

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
Tenant-Based Rental Assistance	44	31	1 Emergency Shelter/Streets	2	<i>Unstable Arrangements</i>
			2 Temporary Housing	0	<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing	2	<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA	6	
			5 Other Subsidy	2	
			6 Institution	0	<i>Unstable Arrangements</i>
			7 Jail/Prison	1	
			8 Disconnected/Unknown	0	<i>Life Event</i>
			9 Death	0	
Permanent Supportive Housing Facilities/ Units	NA	NA	1 Emergency Shelter/Streets	0	<i>Unstable Arrangements</i>
			2 Temporary Housing	0	<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing	0	<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA	0	
			5 Other Subsidy	0	
			6 Institution	0	<i>Unstable Arrangements</i>
			7 Jail/Prison	0	
			8 Disconnected/Unknown	0	<i>Life Event</i>
			9 Death	0	

#### B. Transitional Housing Assistance

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
Transitional/ Short-Term Housing Facilities/ Units	47	7	1 Emergency Shelter/Streets	2	<i>Unstable Arrangements</i>
			2 Temporary Housing	16	<i>Temporarily Stable with Reduced Risk of Homelessness</i>
			3 Private Housing	13	<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA	0	
			5 Other Subsidy	1	
			6 Institution	0	<i>Unstable Arrangements</i>
			7 Jail/Prison	1	

		8 Disconnected/unknown	7	
		9 Death	0	<i>Life Event</i>
B1: Total number of households receiving transitional/short-term housing assistance whose tenure exceeded 24 months		0		

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

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

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

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

At the bottom of the chart:

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

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

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

**Assessment of Households that Received STRMU Assistance**

[1] Output: Total number of households	[2] Assessment of Housing Status		[3] HOPWA Client Outcomes
1378	<b>Maintain Private Housing without subsidy</b> <i>(e.g. Assistance provided/completed and client is stable, not likely to seek additional support)</i>	438	<i>Stable/Permanent Housing (PH)</i>
	<b>Other Private Housing without subsidy</b> <i>(e.g. client switched housing units and is now stable, not likely to seek additional support)</i>	26	
	Other HOPWA Housing Subsidy Assistance	6	
	Other Housing Subsidy (PH)	19	
	<b>Institution</b> <i>(e.g. residential and long-term care)</i>	2	
	Likely that additional STRMU is needed to maintain current housing arrangements	770	<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
	<b>Transitional Facilities/Short-term</b> <i>(e.g. temporary or transitional arrangement)</i>	2	
	<b>Temporary/Non-Permanent Housing arrangement</b> <i>(e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days)</i>	29	
	Emergency Shelter/street	12	<i>Unstable Arrangements</i>
	Jail/Prison	4	
	Disconnected	57	
	Death	13	<i>Life Event</i>

1a. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the prior operating year (e.g. households that received STRMU assistance in two consecutive operating years).	532
1b. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the two prior operating years (e.g. households that received STRMU assistance in three consecutive operating years).	466

### Section 3. HOPWA Outcomes on Access to Care and Support

#### 1a. Total Number of Households

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

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

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

Total Number of Households	
<b>1. For Project Sponsors/Subrecipients that provided HOPWA Housing Subsidy Assistance:</b> Identify the total number of households that received the following <u>HOPWA-funded</u> services:	
a. Housing Subsidy Assistance (duplicated)-TBRA, STRMU, PHP, Facility-Based Housing, and Master Leasing	1755
b. Case Management	1949
c. Adjustment for duplication (subtraction)	1755
<b>d. Total Households Served by Project Sponsors/Subrecipients with Housing Subsidy Assistance (Sum of Rows a.b. minus Row c.)</b>	<b>1949</b>
<b>2. For Project Sponsors/Subrecipients did NOT provide HOPWA Housing Subsidy Assistance:</b> Identify the total number of households that received the following <u>HOPWA-funded</u> service:	
a. HOPWA Case Management	0
<b>b. Total Households Served by Project Sponsors/Subrecipients without Housing Subsidy Assistance</b>	<b>0</b>

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

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

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

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

Categories of Services Accessed	[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:	Outcome Indicator
1. Has a housing plan for maintaining or establishing stable on-going housing	1949	0	Support for Stable Housing
2. Had contact with case manager/benefits counselor consistent with the schedule specified in client's individual service plan (may include leveraged services such as Ryan White Medical Case Management)	1949	0	Access to Support
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	1949	0	Access to

			<i>Health Care</i>
4. Accessed and maintained medical insurance/assistance	1949	0	<i>Access to Health Care</i>
5. Successfully accessed or maintained qualification for sources of income	1949	0	<i>Sources of Income</i>

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

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

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

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

**1c. Households that Obtained Employment**

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

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

Categories of Services Accessed	[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:
Total number of households that obtained an income-producing job	91	0

**End of PART 4**

**PART 5: Worksheet - Determining Housing Stability Outcomes (optional)**

1. This chart is designed to assess program results based on the information reported in Part 4 and to help Grantees determine overall program performance. Completion of this worksheet is optional.

<b>Permanent Housing Subsidy Assistance</b>	<b>Stable Housing</b> (# of households remaining in program plus 3+4+5+6)	<b>Temporary Housing</b> (2)	<b>Unstable Arrangements</b> (1+7+8)	<b>Life Event</b> (9)
Tenant-Based Rental Assistance (TBRA)	41	0	3	0
Permanent Facility-based Housing Assistance/Units	0	0	0	0
Transitional/Short-Term Facility-based Housing Assistance/Units	21	16	10	0
<b>Total Permanent HOPWA Housing Subsidy Assistance</b>	<b>62</b>	<b>16</b>	<b>13</b>	<b>0</b>
<b>Reduced Risk of Homelessness: Short-Term Assistance</b>	<b>Stable/Permanent Housing</b>	<b>Temporarily Stable, with Reduced Risk of Homelessness</b>	<b>Unstable Arrangements</b>	<b>Life Events</b>
Short-Term Rent, Mortgage, and Utility Assistance (STRMU)	491	801	73	13
<b>Total HOPWA Housing Subsidy Assistance</b>	<b>553</b>	<b>817</b>	<b>86</b>	<b>13</b>

**Background on HOPWA Housing Stability Codes**

**Stable Permanent Housing/Ongoing Participation**

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

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

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

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

**Temporary Housing**

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

**Unstable Arrangements**

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

7 = Jail /prison.

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

**Life Event**

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

**Tenant-based Rental Assistance:** Stable Housing is the sum of the number of households that (i) remain in the housing and (ii) those that left the assistance as reported under: 3, 4, 5, and 6. Temporary Housing is the number of

households that accessed assistance, and left their current housing for a non-permanent housing arrangement, as reported under item: 2. Unstable Situations is the sum of numbers reported under items: 1, 7, and 8.

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

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

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

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

**End of PART 5**

Not Applicable

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

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

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

*Note: See definition of Stewardship Units.*

**1. General information**

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

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

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

**3. Details of Project Site**

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

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

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

**End of PART 6**

**Part 7: Summary Overview of Grant Activities**

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

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

**Section 1. HOPWA-Eligible Individuals who Received HOPWA Housing Subsidy Assistance**

**a. Total HOPWA Eligible Individuals Living with HIV/AIDS**

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

<b>Individuals Served with Housing Subsidy Assistance</b>	<b>Total</b>
Number of individuals with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance.	1555

**Chart b. Prior Living Situation**

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

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

<b>Category</b>		<b>Total HOPWA Eligible Individuals Receiving Housing Subsidy Assistance</b>
1.	<u>Continuing</u> to receive HOPWA support from the prior operating year	784
<b>New Individuals who received HOPWA Housing Subsidy Assistance support during Operating Year</b>		
2.	Place not meant for human habitation (such as a vehicle, abandoned building, bus/train/subway station/airport, or outside)	25
3.	Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	15
4.	Transitional housing for homeless persons	10
5.	<b>Total number of new Eligible Individuals who received HOPWA Housing Subsidy Assistance with a Prior Living Situation that meets HUD definition of homelessness (Sum of Rows 2 – 4)</b>	<b>50</b>
6.	Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	1
7.	Psychiatric hospital or other psychiatric facility	0
8.	Substance abuse treatment facility or detox center	1
9.	Hospital (non-psychiatric facility)	4
10.	Foster care home or foster care group home	0
11.	Jail, prison or juvenile detention facility	8
12.	Rented room, apartment, or house	565

13.	House you own	57
14.	Staying or living in someone else's (family and friends) room, apartment, or house	72
15.	Hotel or motel paid for without emergency shelter voucher	12
16.	Other	1
17.	Don't Know or Refused	0
<b>18.</b>	<b>TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)</b>	<b>1555</b>

**c. Homeless Individual Summary**

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

Category	Number of Homeless Veteran(s)	Number of Chronically Homeless
HOPWA eligible individuals served with HOPWA Housing Subsidy Assistance	15	27

**Section 2. Beneficiaries**

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

*Note: See definition of HOPWA Eligible Individual*

*Note: See definition of Transgender.*

*Note: See definition of Beneficiaries.*

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

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

Individuals and Families Served with HOPWA Housing Subsidy Assistance	Total Number
1. Number of individuals with HIV/AIDS who qualified the household to receive HOPWA housing subsidy assistance (equals the number of HOPWA Eligible Individuals reported in Part 7A, Section 1, Chart a.)	1555
2. Number of ALL other persons <b>diagnosed</b> as HIV positive who reside with the HOPWA eligible individuals identified in Row 1 and who benefitted from the HOPWA housing subsidy assistance	54
3. Number of ALL other persons <b>NOT diagnosed</b> as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefitted from the HOPWA housing subsidy	1186
<b>4. TOTAL number of ALL <u>beneficiaries</u> served with Housing Subsidy Assistance (Sum of Rows 1,2, &amp; 3)</b>	2795

**b. Age and Gender**

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

<b>HOPWA Eligible Individuals (Chart a, Row 1)</b>						
		<b>A.</b>	<b>B.</b>	<b>C.</b>	<b>D.</b>	<b>E.</b>
		<b>Male</b>	<b>Female</b>	<b>Transgender M to F</b>	<b>Transgender F to M</b>	<b>TOTAL (Sum of Columns A-D)</b>
1.	Under 18	0	0	0	0	0
2.	18 to 30 years	84	50	1	0	135
3.	31 to 50 years	363	396	2	0	761
4.	51 years and Older	393	263	3	0	659
5.	<b>Subtotal (Sum of Rows 1-4)</b>	<b>840</b>	<b>709</b>	<b>6</b>	<b>0</b>	<b>1555</b>
<b>All Other Beneficiaries (Chart a, Rows 2 and 3)</b>						
		<b>A.</b>	<b>B.</b>	<b>C.</b>	<b>D.</b>	<b>E.</b>
		<b>Male</b>	<b>Female</b>	<b>Transgender M to F</b>	<b>Transgender F to M</b>	<b>TOTAL (Sum of Columns A-D)</b>
6.	Under 18	331	309	0	0	640
7.	18 to 30 years	102	103	1	0	206
8.	31 to 50 years	104	95	0	0	199
9.	51 years and Older	88	107	0	0	195
10.	<b>Subtotal (Sum of Rows 6-9)</b>	<b>625</b>	<b>614</b>	<b>1</b>	<b>0</b>	<b>1240</b>
11.	<b>TOTAL (Sum of Rows 5 &amp; 10)</b>	<b>1465</b>	<b>1323</b>	<b>7</b>	<b>0</b>	<b>2795</b>

**c. Race and Ethnicity\***

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

Category		HOPWA Eligible Individuals		All Other Beneficiaries	
		[A] Race [all individuals reported in Section 2, Chart a., Row 1]	[B] Ethnicity [Also identified as Hispanic or Latino]	[C] Race [total of individuals reported in Section 2, Chart a., Rows 2 & 3]	[D] Ethnicity [Also identified as Hispanic or Latino]
1.	American Indian/Alaskan Native	4	0	5	0
2.	Asian	1	0	98	0
3.	Black/African American	863	4	661	7
4.	Native Hawaiian/Other Pacific Islander	8	6	26	3
5.	White	647	115	396	83
6.	American Indian/Alaskan Native & White	1	0	1	0
7.	Asian & White	0	0	0	0
8.	Black/African American & White	23	1	15	4
9.	American Indian/Alaskan Native & Black/African American	0	0	0	0
10.	Other Multi-Racial	8	1	38	2
11.	Column Totals (Sum of Rows 1-10)	<b>1555</b>	<b>127</b>	<b>1240</b>	<b>102</b>
<i>Data Check: Sum of Row 11 Column A and Row 11 Column C equals the total number HOPWA Beneficiaries reported in Part 3A, Section 2, Chart a., Row 4.</i>					

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

**Section 3. Households**

**Household Area Median Income**

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

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

**Note:** Refer to [http://www.huduser.org/portal/datasets/il/il2010/select\\_Geography\\_mfi.odn](http://www.huduser.org/portal/datasets/il/il2010/select_Geography_mfi.odn) for information on area median income in your community.

Percentage of Area Median Income		Households Served with HOPWA Housing Subsidy Assistance
1.	0-30% of area median income (extremely low)	851
2.	31-50% of area median income (very low)	462
3.	51-80% of area median income (low)	242
4.	<b>Total (Sum of Rows 1-3)</b>	<b>1555</b>

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

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

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

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

**1. Project Sponsor/Subrecipient Agency Name (Required)**

--

**2. Capital Development**

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

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

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

h.	Is the address of the project site confidential?	<input type="checkbox"/> Yes, protect information; do not publish list <input type="checkbox"/> No, can be made available to the public
----	--	--

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

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

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

**3. Units Assisted in Types of Housing Facility/Units Leased by Project Sponsor or Subrecipient**  
 Charts 3a., 3b. and 4 are required for each facility. In Charts 3a. and 3b., indicate the type and number of housing units in the facility, including master leased units, project-based or other scattered site units leased by the organization, categorized by the number of bedrooms per unit.

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

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

**3a. Check one only**

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

**3b. Type of Facility**

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

Name of Project Sponsor/Agency Operating the Facility/Leased Units: **BASIC NWFL, INC.**

Type of housing facility operated by the project sponsor/subrecipient	Total Number of Units in use during the Operating Year Categorized by the Number of Bedrooms per Units					
	SRO/Studio/0 bdrm	1 bdrm	2 bdrm	3 bdrm	4 bdrm	5+bdrm
a. Single room occupancy dwelling						
b. Community residence						
c. Project-based rental assistance units or leased units						
d. Other housing facility <i>Specify:</i> Relax Inn, 980 Harrison Ave., Panama City, FL	7					

**4. Households and Housing Expenditures**

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

Housing Assistance Category: Facility Based Housing	Output: Number of Households	Output: Total HOPWA Funds Expended during Operating Year by Project Sponsor/subrecipient
a. Leasing Costs		
b. Operating Costs		
c. Project-Based Rental Assistance (PBRA) or other leased		

	units		
d.	Other Activity (if approved in grant agreement) <b>Specify:</b> Transitional Housing	7	\$5,219
e.	<b>Adjustment to eliminate duplication (subtract)</b>		
f.	<b>TOTAL Facility-Based Housing Assistance (Sum Rows a. through d. minus Row e.)</b>	7	\$5,219

**Name of Project Sponsor/Agency Operating the Facility/Leased Units: United Way of Brevard, Inc.**

Type of housing facility operated by the project sponsor/subrecipient		Total Number of <u>Units</u> in use during the Operating Year Categorized by the Number of Bedrooms per Units				
		SRO/Studio/0 bdrm	1 bdrm	2 bdrm	3 bdrm	4 bdrm
a.	Single room occupancy dwelling					
b.	Community residence					
c.	Project-based rental assistance units or leased units					
d.	Other housing facility <b>Specify:</b> Various: Courtyard by Marriot, Sea Dell Motel, Rodeway Inn, LaQuinta Inn, Springhills Suite, Continental Hotel	15				

**4. Households and Housing Expenditures**

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

Housing Assistance Category: Facility Based Housing		Output: Number of Households	Output: Total HOPWA Funds Expended during Operating Year by Project Sponsor/subrecipient
a.	Leasing Costs		
b.	Operating Costs		
c.	Project-Based Rental Assistance (PBRA) or other leased units		
d.	Other Activity (if approved in grant agreement) <b>Specify:</b> Transitional Housing	15	\$15,699
e.	<b>Adjustment to eliminate duplication (subtract)</b>		
f.	<b>TOTAL Facility-Based Housing Assistance (Sum Rows a. through d. minus Row e.)</b>	15	\$15,699

**Name of Project Sponsor/Agency Operating the Facility/Leased Units: HPC of Southwest FL, Inc.**

Type of housing facility operated by the project sponsor/subrecipient		Total Number of <u>Units</u> in use during the Operating Year Categorized by the Number of Bedrooms per Units				
		SRO/Studio/0 bdrm	1 bdrm	2 bdrm	3 bdrm	4 bdrm
a.	Single room occupancy dwelling					
b.	Community residence					
c.	Project-based rental assistance units or leased units					
d.	Other housing facility <b>Specify:</b> Various Providers: Econo Lodge, Value Place, Candlwood Suites, Days Inn, Hi-way Motel, Economy Inn	20				

**4. Households and Housing Expenditures**

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

Housing Assistance Category: Facility Based Housing		Output: Number of Households	Output: Total HOPWA Funds Expended during Operating Year by Project Sponsor/subrecipient
a.	Leasing Costs		
b.	Operating Costs		
c.	Project-Based Rental Assistance (PBRA) or other leased units		
d.	Other Activity (if approved in grant agreement) <b>Specify:</b> Transitional Housing	20	\$33,209
e.	<b>Adjustment to eliminate duplication (subtract)</b>		
f.	<b>TOTAL Facility-Based Housing Assistance (Sum Rows a. through d. minus Row e.)</b>	20	\$33,209

Name of Project Sponsor/Agency Operating the Facility/Leased Units: **St. Lucie County Health Dept.**

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

**4. Households and Housing Expenditures**

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

Housing Assistance Category: Facility Based Housing		Output: Number of Households	Output: Total HOPWA Funds Expended during Operating Year by Project Sponsor/subrecipient
a.	Leasing Costs		
b.	Operating Costs		
c.	Project-Based Rental Assistance (PBRA) or other leased units		
d.	Other Activity (if approved in grant agreement) <b>Specify:</b> Transitional Housing	5	\$10,400
e.	<b>Adjustment to eliminate duplication (subtract)</b>		
f.	<b>TOTAL Facility-Based Housing Assistance (Sum Rows a. through d. minus Row e.)</b>	5	\$10,400