

CITY OF JACKSON, MISSISSIPPI



CONSOLIDATED ANNUAL PERFORMANCE  
AND EVALUATION REPORT  
(CAPER)

FOR PROGRAM YEAR 2013

Department of Planning and Development  
Office of Housing and Community Development  
Development Assistance Division  
December 24, 2014

## TABLE OF CONTENTS

<b>GENERAL</b>	
Executive Summary	1
General Questions	3
Managing the Process	13
Citizen Participation	13
Institutional Structure	15
Monitoring	15
Lead-based Paint	17
<b>HOUSING</b>	
Housing Needs	17
Specific Housing Objectives	18
Public Housing Strategy	19
Barriers to Affordable Housing	19
HOME Investment Partnership Program	20
<b>HOMELESS</b>	
Homeless Needs	22
Specific Homeless Prevention Elements	22
Emergency Shelter Grants (ESG)	23
<b>COMMUNITY DEVELOPMENT</b>	
Community Development	28
Antipoverty Strategy	34
<b>NON-HOMELESS SPECIAL NEEDS</b>	
Non-homeless Special Needs	34
Specific HOPWA Objectives	36
<b>REPORTS</b>	
HOME Match Report	
Minority Business Enterprises (MBDs) and Women's Business Enterprises (WBEs)	
CDBG Financial Summary Report	
HOPWA CAPER Report	

**CONSOLIDATE ANNUAL PERFORMANCE EVALUATION REPORT (CAPER)  
PROGRAM YEAR 2013  
CITY OF JACKSON**

**EXECUTIVE SUMMARY**

The Consolidated Annual Performance and Evaluation Report (CAPER) is an annual report for the City of Jackson, Mississippi's Five Year Consolidated Plan for 2010 – 2014. The CAPER provides the progress the City of Jackson has made in implementing its activities utilizing funds from the U.S. Department of Housing and Urban Development (HUD) for the period October 1, 2013 to September 30, 2014. It also evaluates accomplishments in light of the plan's strategies. Activities and accomplishments described in this report primarily benefit low and moderate income residents of the City of Jackson, neighborhoods with high concentrations of low and moderate income residents, and the City as a whole. HOPWA funds were used for eligible activities throughout the City's Metropolitan Statistical Area (MSA).

A complete draft of this report was made available for public review and comment for a 15-day period beginning December 8, 2014. The availability of the report was publicly advertised consistent with the provisions of the City's Consolidated Plan. The complete document is available for review on the City's website ([www.jacksonms.gov](http://www.jacksonms.gov)) and in print form at the Office of Housing and Community Development, the Eudora Welty Library, and the Office of the City Clerk. All comments received from the public during this process, along with any corrections made to the draft will be included in the final CAPER, which will be submitted to HUD on December 29, 2014.

The City of Jackson receives four entitlement grants from HUD:

- \$ Community Development Block Grant (CDBG) Program,
- \$ HOME Investment Partnerships (HOME) Program,
- \$ Emergency Solutions Grant (ESG) Program,
- \$ Housing Opportunities for Persons with AIDS (HOPWA) grant.

CDBG funds are utilized for a variety of activities which aid in blight removal and benefit low to moderate-income residents of the City. Activities undertaken with these funds include acquisition, clearance, rehabilitation, infrastructure projects, parks, and housing programs. In partnership with nonprofit housing organizations, the City has also administered the HOME Investment Partnership Program, which currently supports a variety of affordable housing projects.

Due to the foreclosure and economic crisis that swept the country, the City received Federal stimulus funds referred to as the Neighborhood Stabilization Program (NSP). The status of this project is further discussed in on "Other Narratives" section.

The procedure for obtaining these funds necessitates the City must prepare a Consolidated Plan, which includes a five-year strategic overview of the City=s current needs and a set of proposed actions to address them as well as a yearly Action Plan to address the identified needs. At the close of each program year, the City compiles its Consolidated Annual Performance Evaluation Report (CAPER) which summarizes activities taken by the City to meet the goals and objectives established in the Consolidated Plan (2010-2015).

The 2010-2015 Consolidated Plan identified five areas of priority need: Housing, Homeless, Non-Homeless Special Needs Population, Human Services and Community Development. To address the priority needs, in PY 2013 the City of Jackson funded projects to serve the homeless and non-homeless special needs population by providing funds to nonprofit organizations through the ESG, CDBG, and HOPWA programs; housing needs were funded with HOME funds; and Human Services and Community Development needs were funded with CDBG funds.

Through the Community Development Block Grant program, the City funded community development projects to improve infrastructure, public facilities and parks. The CDBG program also allowed the City to address human service needs by budgeting 15% of the City=s allocation of CDBG funds to nonprofit public service agencies that provide various public services. CDBG also enables the City to serve the non-homeless special needs population by funding nonprofit organizations that provide transitional housing, emergency shelters, support services for the elderly and other essential services.

The City of Jackson=s efforts to meet its goals and objectives were generally acceptable, especially in view of budgetary constraints, including continued reductions in HUD funding. In addition, the City of Jackson, again, has been in transition due to another change in Administration. Many of the programs funded with Federal dollars are still being revised and updated with new policies and procedures. The City knows that these changes will streamline processes and improve overall program management. The City remained committed to its housing, homeless, special needs, public services, and community development programs during PY 2013. Although the City missed its expenditure requirement in 2013, we exceeded the CDBG timely expenditure requirements and stayed under the mandated caps for public service spending and expenditures for administrative and planning functions. At least, seventy percent (70%) of CDBG funds were used to benefit low/mod income persons.

Demolition and clearance of dilapidated housing continued to remain a high priority for the City. However, these activities were funded with the City=s General 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.
  - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.
  - c. If applicable, explain why progress was not made towards meeting the goals and objectives.

### **CAPER General Questions response:**

#### **Assessment of the One Year Goals and Objectives:**

Activities and programs supported by the Five Year Consolidated Plan continue to provide vital services for the homeless and low and moderate income residents in the city of Jackson. Some highlights from 2013-2014 include:

#### **Community Development Activities and Expenditures**

##### ***South Street Bridge Replacement***

**PY 2013 Expenditures** **\$0.00**

Continuation of Eubanks Creek drainage improvement project for approximately 1,500 linear feet from Livingston Road to Bailey Avenue. This phase of the project was from Lampton Avenue to Bailey Avenue. The project is complete.

##### ***Sewer Service Line Replacement Improvements***

**PY 2013 Expenditures** **\$0.00**

Project provides funding for disadvantaged homeowners to have their defective service line replaced to reduce extraneous water into Jackson's sewer system to comply with EPA and DEQ regulatory requirements. The design work has been completed and the project areas have been determined. Staff has developed a brochure and flyers to be distributed to homeowners. The Environmental Review process is complete. Homeowners have been notified of the application process and plumbers will be solicited beginning January 2015

##### ***Brookwood Drive Bridge Replacement***

**PY 2013 Expenditures** **\$255,857.96**

The project involves the removal of the existing bridge and replacement with approximately 90 linear feet bridge on Brookwood Drive. Plans and specifications have been completed. The project is complete and the final payment has been processed.

##### ***Grove Park***

**PY 2013 Expenditures** **\$0.00**

The project involves the installation of impact absorbing material in fall zones around playground equipment. The project is complete.

***Sheppard Park/Belvedere***

***PY 2013 Expenditures***

**\$40,092.00**

The project involves the replacement playground equipment and impact absorbing surface that was destroyed by arson. The project is complete.

***Lake Hico Park***

***PY 2013 Expenditures***

**\$11,384.00**

The project involves the installation of impact absorbing material in fall zones around playground equipment. The project is complete.

***Demolition***

***PY 2013 Expenditures***

**\$10,000.00**

Demolition activity involved the demolition and clearance of 10 dilapidated housing structures that have been condemned and vacant for at least 12 months.

***Fire Station Equipment and Rehabilitation***

***PY 2013 Expenditures***

**\$1,999,159.58**

This project entailed the purchase of essential fire equipment.

***Community Development Public Services Expenditures***

**\$268,012.60**

The City's Community Development Block Grant (CDBG) program allocated the full amount of our permitted cap of 15% of budgeted funds for public service activities. Public service activities are those concerned with employment, crime prevention, child care, health drug abuse treatment, education, fair housing counseling, energy conservation, and others. The CDBG regulations limit the funding of public service activities to no more than 15% of the CDBG Grant Amount plus 15% of program income received during the prior program year.

The City committed 15% of its CDBG funding to public service activities during this program year for the following types of activities: employment, children/youth development programs, senior citizens programs, and programs for those with special needs.

***Administration and Planning Expenditures***

***Neighborhood Services Division***

***PY 2013 Expenditures***

**\$266,774.62**

Administrative services to implement downpayment assistance program and service delivery for housing rehabilitation program for owner occupied housing.

***Community Development Division***

***PY 2013 Expenditures***

**\$15,441.78**

Project delivery services for neighborhood revitalization efforts including but not limited to Bon Air, Royal Manor, Farish Street Neighborhood Redevelopment, Midtown.

***Office of Housing and Community Development***

***PY 2013 Expenditures***

**\$19,657.58**

Overall administration, management, and development of City's housing and community development activities and programs including CDBG, HOME, ESG, HOPWA programs.

*Development Assistance Division*

**PY 2013 Expenditures**

**\$163,447.09**

Direct administration and management of CDBG, HOME, ESG, HOPWA programs.

**HOME Program Accomplishments**

*Housing Activities of Subrecipients*

***DOWN PAYMENT ASSISTANCE***

**MISSISSIPPI HOUSING PARTNERSHIP (MHP)**

On September 16, 2012, the City of Jackson awarded Mississippi Housing Partnership \$500,000 in HOME funds. Mississippi Housing Partnership utilized funds to assist eligible first time homebuyer's of Jackson to purchase a home through its homebuyer assistance program. This assistance was provided in the form of a forgivable loan over the period of affordability. The goal of the Mississippi Housing Partnership HOME Investment Partnerships Program was to assist individuals in obtaining safe, decent, sanitary and affordable housing by providing counseling, case management services and financial assistance to eligible first-time homebuyers in the city limits of Jackson.

During this program year, MHP expended a total of \$66,950 and assisted two (families) to achieve homeownership. This year closes out the contract executed in September 2012.

***DOWN PAYMENT ASSISTANCE***

**UNIVERSITY OF SOUTHERN MISSISSIPPI INSTITUTE FOR DISABILITY STUDIES**

On September 21, 2012, the City of Jackson awarded The University of Southern Mississippi/ Institute for Disability Studies \$477,808 in HOME funds. This assistance was provided in the form of a forgivable loan over the period of affordability. The goal of the Institute for Disability Studies HOME Investment Partnerships Program was to assist individuals in obtaining safe, decent, sanitary and affordable housing by providing counseling, case management services and financial assistance to become first-time homeowners in the city limits of Jackson. The University of Southern Mississippi/Institute for Disability Studies awarded funds for down payment assistance to seven (7) low to moderate households totaling \$237,590 in HOME funds.

***ACQUISITION AND NEW CONSTRUCTION***

**HABITAT FOR HUMANITY/METRO JACKSON, INC.**

On September 16, 2012, the City of Jackson awarded \$586,685 in HOME funds to the Habitat for Humanity/Metro Jackson, Inc. to construct new safe, decent and affordable housing for low and moderate income families to become first-time homebuyers through the homebuyer assistance program.

At the end of this program year, Habitat had completed construction of the final single-family home and sold it to an income eligible family. This year closes out the contract executed in September 2012 and a total of \$77,586.71 was expended in HOME funds.

**Housing Activities of Community Housing Development Organizations (CHDO)**

***NEW CONSTRUCTION OF RENTAL HOUSING  
MIDTOWN PARTNERS, INC.***

On September 26, 2012, the City of Jackson awarded \$745,822 in CHDO HOME funds to Midtown Partners, Inc., Midtown Partners to construct a total of four (4) rental units of affordable housing in the Midtown neighborhood. Unfortunately, this project was placed on hold during this program year due to the lack of interested contractors responding to the bid.

***RENTAL REHABILITATION  
MIDTOWN PARTNERS, INC.***

Midtown Partners, Inc. will rehabilitate two (2) single family homes in the Midtown neighborhood on McTyere Avenue and will be rented to HOME income eligible families. Both properties were rehabilitated during this program year. A total of \$277,137.80 was expended in HOME funds. Both properties are rented to tenants whose incomes fall below 50% AMI.

**Emergency Solutions Grant Accomplishments**

**Billy Brumfield Shelter** **\$9,200.00**

The Billy Brumfield Shelter provided emergency shelter for up to 48 homeless men per night. Services included provision of bus passes, a light breakfast, shower facilities, a bed and an evening meal daily. In addition, alcohol and drug recovery, and support group meetings are held at the shelter. A transitional work program is also in place to assist the men to save money to move onto independent living. The FY 2013 ESG funded operating costs. This year the program served a total of 712 homeless men.

**Christians in Action, Inc.** **\$18,342.00**

Christian in Action, Inc. provided an Emergency Child Shelter of a short-term (45 day), 24 hour residential care for abused and neglected children, ages birth through seventeen. Basic services such as food, clothing, medical care, and recreation, transportation to schools, psychological assessments and medical evaluations were provided. It is the only emergency shelter in Hinds County catering exclusively to abused and neglected children. The FY 2013 ESG funded operating cost. This year the program served a total of 143 children.

**Flowers House Shelter** **\$9,900.00**

Flower House Shelter operated a respite shelter for women, primarily with children who became homeless for various reasons including domestic violence, abuse, eviction, illness or death of a spouse. This shelter provided daily meals, safe sleeping facility, case management; parenting classes, counseling services, day care services and life skills. FY 2013 ESG funded operating cost. This year the program served a total of 73 women and children.

**Matt's House**

**\$9,200.00**

The shelter provided overnight emergency shelter for women and children. The residents received an evening meal and a light breakfast in addition to a safe place to sleep. The women were provided guidance and resources by a case manager who aids them in finding permanent housing, jobs, G.E.D. programs, and other social services. FY 2013 ESG funded operating cost. This year the program served a total of 196 women and children.

**Partners to End Homelessness**

**\$49,943.00**

Partners to End Homelessness provided Homeless Prevention and Rapid Re-housing services to include both financial assistance and case management services. Financial assistance include: rental assistance, security deposits, utility assistance, and utility deposits. FY 2013 ESG funded financial assistance for rapid re-housing and homeless prevention activities. This year the program served a total of 92 homeless.

**Sims House Shelter**

**\$9,900.00**

The transitional shelter provided care for the seemingly increasing number of homeless women and children in Jackson, Mississippi. Services included individual and group therapy counseling. Educational group counseling focused on employment, finances, health, parenting, life skills, and other related social services. FY 2013 ESG funded operating cost. This year the program served a total of 82 women and children.

**Southern Christian Services (PALS)**

**\$18,373**

Southern Christian Services (PALS) program offers homeless youth an alternative to becoming involved in the criminal justice, child welfare, mental health or juvenile justice systems. The program serves male and female youth ages 16-21 as well as teen mothers and their children. Residents participated in individual therapy and other psychological therapeutic exercise to assist them with drug usage, depression and loss and grief. Youth learned about proper money management and consumer practices. FY 2013 ESG funded operating cost. This year the program served a total of 33 youth.

In addition to the above mentioned initiatives and highlights proposed and executed throughout the year, the following was accomplished:

- We provided direct assistance and services to over 3,500 low-and-moderate income individuals and families by providing funding to 20 social service agencies.
- Two (2) key staff positions in the Neighborhood Services Division (Housing Rehabilitation Supervisor and Senior Planner) were filled.

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

There were no changes to any programs based upon the 2013-2014 Program Year.

**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.**

The City of Jackson provides CDBG funds to Housing Education and Economic Development (HEED) to perform Fair Housing activities. HEED provides Fair Housing counseling, performs extensive outreach to inform the public of their rights under the law, and handles complaints which come to them over alleged discrimination. Landlords and apartment managers were trained at workshops, and HEED=s annual Fair Housing and Fair Lending Conference. HEED continued providing one-on-one and group counseling in English and Spanish on pre-purchase, post-purchase, default and credit, among other fair housing issues. HEED is a very pro-active organization that has a very successful track record in this field.

*Analysis of Impediments to Fair Housing*

The Analysis of Impediments to Fair Housing is a requirement for CDBG program compliance. The purpose of the analysis is to determine the possible existence of impediments to fair housing choices based on race, religion, sex, color, national origin, disability, or familial status. According to the Analysis, the following impediments exist:

- Disparate treatment based on race among housing providers in the rental, sales, and lending markets;
- Significant levels of handicap accessibility violations at new multifamily housing units;
- Availability of affordable housing is insufficient in meeting the needs of low-to-moderate income families in both apartment rental and single family home purchases;
- The need for more education and awareness about affordable housing, home rehabilitation, and first-time homebuyers programs; and
- Code sections in the current zoning ordinances are not in compliance with recent fair housing court decisions as they relate to the definition of personal care homes.

The City executed a contract with HEED for the preparation of an Impediments to Fair Housing Choice (AI) Study. The purpose of the study was to address the following: (1) examine and make recommendations to alleviate any housing discrimination that may exist; (2) promote fair housing choice for all persons; (3) provide opportunities for all persons to reside in any given housing development, regardless of race, color, religion, sex, disability, familial status, or national origin.

The final AI was submitted to the City October 2014 and identified the following thirteen (13) summary of impediments to fair housing choice:

1. Fair housing complaints filed with HUD reveal that some discrimination continues to occur in the public and/or private housing market.

2. Disability tests conducted show that there appear to still be considerable handicap accessibility violations in the private housing market.
3. Little efforts are made to communicate with persons of limited English proficiency.
4. There is a lack of funding necessary to adequately promote fair housing in the region.
5. The lack of services for the homeless and regulation enforcement may be leading to unlicensed group homes preying on the homeless.
6. HMDA data indicates that there continues to be a high percentage of loan denials as well as a large number of high-cost loans in Jackson, Mississippi.
7. The general economic decline of the Nation has led to reduced funding at the federal level and economic decline at every level down to the City residents.
8. There is a lack of affordable, safe, and accessible housing as well as infrastructure and supportive services throughout the City of Jackson and the surrounding region.
9. The City has a high percentage of older housing stock.
10. There is a high percentage of substandard housing in Jackson, Mississippi.
11. The rising costs of new developments have resulted in few new multifamily construction throughout the region.
12. The white flight and exodus of middle-class residents from the City to more modern suburban areas leads to a concentration of poverty and feeds the vicious cycle of economic blight.
13. The lack of a local fair housing ordinance in the 21st century could signal a lack of commitment to fair housing.

Based on the information gathered and the research conducted during the AI process, the City has established a committee to develop a Fair Housing Action Plan (FHAP) to address the identified impediments. This plan will have very specific activities and target goals for the coming years that will guide the City in its actions to affirmatively further fair housing.

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

The City's ability to meet underserved needs involves dealing with obstacles such as: (1) awareness of needs; (2) policies that effect responsiveness; (3) financial resources; and (4) capacity. The City becomes aware of needs through public input at its regular City Council meetings, the Mayor's monthly Ward meetings, as well as meetings associated with the annual and five-year Consolidated planning process. Moreover, the City has other ongoing options for public input such as through its website and phone-in systems.

The City has always allocated the maximum 15% of its annual CDBG allocation for public services. Additionally, the City's allocation of CDBG funds continues to be reduced. Consequently, the amount of funding available for nonprofit public services is to be reduced. This continues to impair the ability to address underserved needs.

Nonprofit organizations play an important role in assisting the City meet underserved needs in the provision of basic public services. The on-going working relationships established between the City and nonprofit agencies ensure the continuation of valuable public services to low and

moderate income residents. On an annual basis, the City provides financial support through CDBG, HOME and ESG funds to cover thirty-five (35) public service agencies, homeless agencies and housing development agencies. Annually, through its nonprofit partners the City serves approximately 5,000 individuals with CDBG public service and ESG funds.

## PART I. RESOURCES

### **A. Federal Entitlement Resources**

At the close of each program year (October 1, 2013 – September 30, 2014), the City of Jackson is required to produce its Consolidated Annual Performance and Evaluation Report (CAPER) which summarizes those activities undertaken by the City to meet objectives established in the Consolidated Plan.

### **Sources and Commitment of Funds**

The following table reflects Federal entitlements committed and expended during PY 2013.

**Table 1 – Source of Funds**

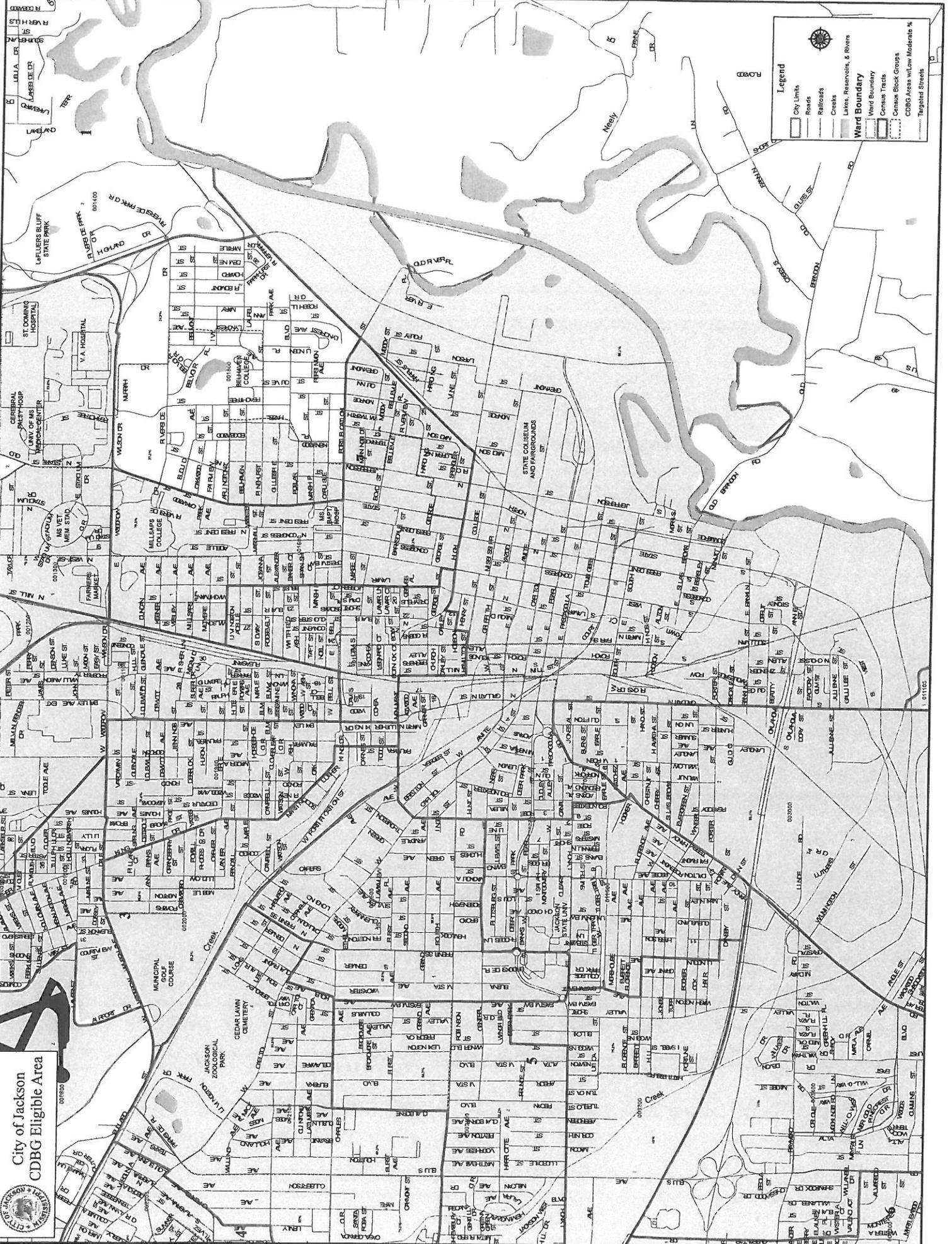
<b>Funding Sources</b>	<b>2013 Funds Awarded</b>	<b>Funds Available</b>	<b>Expended Funds 2013</b>	<b>Fund Balance</b>
CDBG	1,850,252.00	5,469,984.00	3,184,658.77	2,285,325.23
HOME	653,058.00	3,228,768.00	1,086,041.00	2,142,727.00
Emergency Solutions Grant	134,981.00	134,981.00	124,858.00	10,123.00
HOPWA	1,147,882.00	2,247,078.00	162,297.55	2,084,780.45
<b>TOTALS</b>	<b>3,762,266.00</b>	<b>11,080,811.00</b>	<b>4,557,855.32</b>	<b>6,522,955.68</b>

### **Geographic Distribution of Funds**

The City of Jackson's basis for allocating investment geographically reflects longstanding patterns of investment to maintain services in low and moderate income census tracts that are underserved. Jackson's allocation process is intended to address obstacles to meeting underserved need. The low and moderate income census tract map shows the areas in Jackson targeted for HUD funds. (See Map 1)

### **Leveraging Resources**

- a. Identify progress in obtaining "other" public and private resources to address needs.
- b. How Federal resources from HUD leveraged other public and private resources.
- c. How matching requirements were satisfied.



**Legend**

- City Limits
- Roads
- Railroads
- Creeks
- Lakes, Reservoirs, & Rivers
- Ward Boundary
- Census Tracts
- Census Block Groups
- CDBG Areas w/ Low Moderate % Registered Streets

**City of Jackson**  
**CDBG Eligible Area**



011103

## Leveraging Resources

The City leverages the HOME program by using private and non-federal funds to meet match requirements through its participation with the City=s housing partners. They are the Mississippi Housing Partnership, West Jackson Community Development Corporation, Midtown Partners, Habitat for Humanity Metro Jackson and the University of Southern Mississippi- Institute for Disability Studies.

The HOME funds require a 25% match requirement for all activities. However, the City of Jackson is allowed a 50% reduction in the match requirement, from 25 percent to 12.5 percent because it is designated as a distressed city according to HUD guidelines. As stated in the IDIS HOME Matching Liability Report for Jackson Mississippi, the City=s Match Liability amount is \$0.00. The City is not required to provide matching funds to meet this liability, but has instructed its subrecipients to show match nonetheless. Consequently, a match credit has built up over the years.

Non-profit agencies serving the homeless that are awarded ESG funds will be required to present a dollar-for-dollar match for ESG funds received.

The following resources will be utilized to provide supportive services and opportunities for those living with HIV/AIDS throughout the Jackson MSA. Additional resources will be developed throughout the year.

- Grace House
- Crossroads Clinic

It is estimated that at least 80% of CDBG funds will be used for activities that benefit low and moderate income persons. All CDBG program income will be used to create additional administrative capacity and will be reallocated to other eligible CDBG projects.

**Table 2 – Leveraging Resources**

Agency or Project	Leveraged Source	Leveraged Amount	Grant	HUD 2013 Amount	Total
Brumfield House	Private	\$ 45,000.00	ESG	\$ 9,200.00	\$ 54,200.00
Christians in Action, Inc.	Private	\$ 46,345.00	ESG	\$ 18,342.00	\$ 64,687.00
Flowers House	Private	\$ 45,000.00	ESG	\$ 9,900.00	\$ 54,900.00
Matt's House	Private	\$ 45,000.00	ESG	\$ 9,200.00	\$ 54,000.00
Partners to End Homelessness	Private	\$ 49,943.00	ESG	\$ 49,943.00	\$ 99,886.00
Sims House	Private	\$ 45,000.00	ESG	\$ 9,900.00	\$ 54,900.00
So. Christian Svc For Children & Youth	Private	\$ 40,000.00	ESG	\$ 18,373.00	\$ 58,373.00
Habitat for Humanity	Private	\$101,513.98	HOME	\$ 77,586.71	\$179,100.69

Midtown Partners	Private	\$ 1,447.85	HOME	\$277,137.80	\$278,585.65
MS Housing Partnership	Private	\$ 39,500.00	HOME	\$ 66,950.00	\$106,450.00
USM	Private	\$ 4,695.00	HOME	\$277,137.80	\$281,832.80
				TOTAL	\$1,286,915.00

## Managing the Process

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

The City of Jackson=s Office of Housing and Community Development (OHCD), and the Development Assistance Division (DAD), are the lead entities for implementing the *Consolidated Plan*. The OHCD provides overall administration, management, and development of the City=s housing and community development initiatives. DAD is responsible for all associated functions; community participation, budgeting, administration of contracts, monitoring, reporting; and internal and external technical assistance.

Before undertaking an action or project with HUD funds, the proposed activity is examined to determine if, as in the case with CDBG, it meets one of the National Objectives and is among the list of established eligible activities. Furthermore, depending upon the specifics of the activity, OHCD/DAD conducts environmental reviews, determines debarment status, Davis-Bacon labor requirements, wage rate determinations, assures compliance with acquisition and relocation regulations, record keeping, etc. Contracts with sub recipients and most of the above topics, as well as other requirements are made part of binding legal agreements.

City departments and outside organizations receiving HUD funds are required to submit to DAD by the 5<sup>th</sup> of each month, a status report of accomplishments achieved the previous month. The information received is reviewed to determine if accomplishments are in compliance with implementation and spending plans submitted at the beginning of the project. In managing on-going activities, DAD provides a monthly report concerning the progress of HUD funded activities.

## Citizen Participation

1. Provide a summary of citizens comments
2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall 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 are encouraged to include maps in describing the geographic

**distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.**

The City of Jackson=s citizen participation process follows the Citizen Participation Plan. The major aspects by which the *2013 Annual Action Plan* was prepared included:

The City of Jackson published a notice on June 13, 2013, in the *Clarion-Ledger* and, in the *Mississippi Link* newspapers. The notices advertised Public Hearings and the Application/Proposal Workshop for nonprofit organizations to be conducted concerning the *2013 Annual Action Plan*.

1. Conducted two (2) neighborhood public hearings (June 18, and 19,) on community needs. The City=s performance regarding the implementation of CDBG, HOME, ESG and HOPWA programs was discussed. A written report was distributed which included the amount of funds committed and spent during the period, the specific projects funded with a description and the location of projects.
2. Conducted a Request for Proposal workshop (June 25) for nonprofit agencies interested in applying for CDBG public service funds, ESG funds, and HOME funds.
3. Conducted the Final Public Hearing (July 9) to present draft of *2013 Annual Action Plan* and start 30-day public comment period.

In the development of the *2013 Annual Action Plan*, direct input was received from citizens, nonprofit public service providers and neighborhood organizations. Individuals, neighborhoods organizations, and nonprofit agencies who are on the mailing list were sent letters notifying them of the dates of the public hearings and requesting their attendance and input.

The City targets areas for HUD funding based on federal requirements and priority needs which are identified. These neighborhoods are census traced where low and moderate- income persons comprise at least 51% of the population. The City operates its housing programs partnering with nonprofit housing providers in inner city neighborhoods. Housing investments through the HOME program are geographically targeted to preserve and provide affordable housing stock in the inner city neighborhoods where historically the poorest segments of the Jackson community reside. These neighborhoods have included West Park, Bon Air, West Capital Street, Midtown, Battlefield, Farish, Washington Addition, Georgetown, Virden Addition and Englewood neighborhoods.

The City=s basis for allocating investments geographically reflects longstanding patterns of investment to maintain services to neighborhoods that are underserved. Jackson=s allocation process is intended to address obstacles to meeting underserved needs.

The City published a notice regarding commenting on the CAPER on November 27, 2014 and will conduct a public hearing on December 8, 2014 to give citizens the opportunity to comment on the report. Citizen comments received will be provided to HUD immediately following the Public Hearing. However, to date, no written comments were received

ATTORNEY AT LAW... TO be published... INFORMATION... WILL BE USED FOR... PURPOSE... Clerk of Hinds County... 11/27/2014

NOTICE OF FORECLOSURE SALE... Plaintiff of the Clerk and said land and property... Court of Hinds County... 11/27/2014

NOTICE OF FORECLOSURE SALE... Plaintiff of the Clerk and said land and property... Court of Hinds County... 11/27/2014

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NOTICE OF FORECLOSURE SALE... Plaintiff of the Clerk and said land and property... Court of Hinds County... 11/27/2014

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2013 CAPER... Claron Ledger... NOTICE OF PUBLIC AVAILABILITY... PERFORMANCE REPORT... CITY OF JACKSON, MISSISSIPPI

NOTICE OF PUBLIC AVAILABILITY... PERFORMANCE REPORT... CITY OF JACKSON, MISSISSIPPI... 11/27/2014

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NOTICE OF PUBLIC AVAILABILITY... PERFORMANCE REPORT... CITY OF JACKSON, MISSISSIPPI... 11/27/2014

IN THE CHANCERY COURT OF THE FIRST DISTRICT... BARBARA DUNN, CIRCUIT CLERK OF HINDS COUNTY, MISSISSIPPI

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EMERGENCY FOOD AND SHELTER FUND ANNOUNCED... November 24 through December 2, 2014

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## AVISO DE DISPONIBILIDAD PÚBLICA

Reporte Anual Consolidado e Informe de Evaluación  
Consolidated Annual Performance and Evaluation Report (CAPER)  
Ciudad de Jackson: FY 2013 Programas de desarrollo y vivienda de la comunidad

A TODAS LAS AGENCIAS, GRUPOS Y PERSONAS INTERESADAS: La Ciudad de Jackson recibe fondos del Departamento de Vivienda y Desarrollo Urbano de Estados Unidos (U.S. Department of Housing and Urban Development, HUD) para los siguientes programas: Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Shelter Grant (ESG), y Housing Opportunities for Persons with AIDS (HOPWA). HUD requiere a la ciudad preparar un reporte anual consolidado de resultados y evaluación (CAPER) de los logros de cada uno de los programas en relación a necesidades, metas, estrategias y objetivos del Plan Consolidado de Vivienda y Desarrollo Comunitario de la ciudad.

Se informa que el 8 de Diciembre, 2014, copia del CAPER de la ciudad estará disponible para su revisión y comentario entre las horas de 8:00 AM y 5:00 PM en el segundo piso del edificio Richard Porter localizado en 218 S. President St., Jackson, MS.

Además, el público está invitado a la Asamblea Pública para comentar y preguntar sobre el FY 2013 CAPER de la ciudad el día Lunes, 8 de Diciembre, 2014 a las 6:00 PM en el edificio Warren Hood localizado en 200 S. President Street, Jackson, MS. Comentarios por escrito serán aceptados hasta las 5:00 PM del 23 de Diciembre, 2014.

Para información adicional, favor comunicarse con la Oficina de Vivienda y Desarrollo Comunitario, División de Asistencia y Desarrollo al 601-960-1493

MS 39213, on December 04, 2014, at 9:00 A.M. Attendance at the pre-bid conference is non-mandatory but strongly suggested. The Board of Trustees reserves the right to reject any and all bids, to waive informalities, and to withhold the acceptance of any bid if approved for forty-five calendar days from the date bids are opened. A \$25.00 non-refundable deposit shall be required on each set of plans and specifications on CD (pdf format). A \$200 deposit shall be required on each set of printed plans and specifications. In good condition, return of all documents in good condition, returned within two weeks of bid opening.

Proposal forms and detailed specifications may be obtained from Burns/Magnon Architects, P.A., 500L East Woodrow Wilson Avenue, Jackson, MS 39216. Phone: 601-969-7643, Fax: 601-969-8374. ZTC: 11-20, 27-14

HINDS COUNTY, MISSISSIPPI

**PUBLIC NOTICE OF INCORPORATION OF A FIRE PROTECTION GRADING DISTRICT**  
 In Re: Brownsville Fire Protection Grading District #1

Notice is hereby given, pursuant to and in accordance with Sections 19-5-219, 19-5-221 and other related provisions of the Mississippi Code of 1972, as amended, that the Hinds County Board of Supervisors, in the manner required by law, hold a public hearing on November 17, 2014, upon the question of the public convenience and necessity of the incorporation of a fire protection grading district to be known as the Brownsville Fire Protection Grading District #1 for the purpose of grading by the Mississippi Rating Bureau for fire protection classification. No objection or protest was received for incorporation of the District. Following full discussion, the Board of Supervisors adopted a Resolution approving incorporation of the District effective December 8, 2014. If no statutory objection or protest is received from qualified electors in the proposed District prior to that date, the District shall be incorporated as stated herein. No additional taxes will be levied by virtue of the creation of this grading district.

HINDS COUNTY BOARD OF SUPERVISORS

Absent: Eddie Jean Carr, Chancery Clerk  
 31C: 11-20, 27, 12-04-14

HINDS COUNTY, MISSISSIPPI

**NOTICE OF PUBLIC AVAILABILITY Consolidated Annual Performance and Evaluation Report (CAPER)**  
 City of Jackson, FY 2013 Housing and Community Development Programs

TO ALL INTERESTED AGENCIES, GROUPS, AND PERSONS: The City of Jackson receives funding from the U.S. Department of Housing and Urban Development (HUD) for the following programs: Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Shelter Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA). HUD requires the City to prepare a Consolidated Annual Performance and Evaluation Report (CAPER) on accomplishments of each of the programs in relation to needs, goals, strategies, and objectives of the City's Consolidated Plan for Housing and Community Development Programs.

Notice is hereby given that on December 9, 2014, the City's draft copy of the CAPER will be available for review and comment between the hours of 8:00 a.m. and 5:00 p.m. on the 2nd floor of the Richard Porter Building located at 218 S. President St., Jackson, MS.

In addition, the public is invited to a Public Hearing for comments and questions regarding the City's FY 2013 CAPER on Monday, December 8, 2014 at 6:00 p.m. in the Andrew Jackson Conference Room of the Warren Hood Building located at 200 S. President Street, Jackson, MS. Written comments will be accepted until 5:00 p.m. December 23, 2014.

For additional information, please contact the Office of Housing and Community Development, Development Assistance Division at 601-960-1493. ZTC: 11-27-14



**Dr. Nyika Ajanaku**  
*a.k.a. That Afrikan Man*

**Dr. Ajanaku asks,**

**“Why reinvent the wheel?”**

**We have the**

**Ajanaku Afrikan Name Book at**

**The Afrikan Art Gallery**

**2460 Terry Road, Ste. 1500**

*(located in the Jackson Square Promenade)*

**Jackson, MS 39204**

ZTC: 11-06, 13, 20, 27-14

Jackson Advocate ■ Jackson



**FUNERALS • INSURANCE**  
**PRE-NEED ARRANGEMENTS**

415 N. Parish St.  
 Jackson, MS 39202  
 (601) 948-7223

461 W. Northside Drive  
 Jackson, MS 39206  
 (601) 366-9889

Please visit our website: [www.servicebycollins.com](http://www.servicebycollins.com)  
 For Schedules and Obituaries

**COLLINS FUNERAL HOME**  
**COLLINS INSURANCE COMPANY**  
**UNITY LIFE INSURANCE COMPANY**

Come visit us at the

**Afrikan Art Gallery**

*“Where Image is Everything”*

**Tax Tips from A-1**

CELEBRATING 50 YEARS

# Proof of Publication

IN RE: \_\_\_\_\_ VS \_\_\_\_\_

THE STATE OF MISSISSIPPI  
COUNTY OF HINDS

On This 27th day of November, 2014, personally came Beth Buckley of THE NORTHSIDE SUN, a weekly newspaper published in Hinds County and State aforesaid, before me, the undersigned officer in and for said County and State, who being duly sworn, deposes and says that said newspaper has been published for more than 12 months prior to the first publication of the attached notice and is qualified under Chapter 313, Laws of Mississippi, 1936, and laws supplementary and amendatory thereto and that a certain

NOTICE OF PUBLIC AVAILABILITY  
CAPER  
FY 2013 Housing and Community Development Programs

a copy of which is hereto attached, was published in said newspaper one week, as follows to wit:

Vol. 48 No. 6 on the 27th day of November, 2014  
Vol. \_\_\_\_\_ No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
Vol. \_\_\_\_\_ No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
Vol. \_\_\_\_\_ No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Beth Buckley

Sworn to and subscribed before me, by the aforementioned Beth Buckley this 27th day of November, 2014.

Karen W. Poe  
My Commission expires October 23, 2018



### PRINTERS FEE:

Fee.....\$ 27.12  
Proof of Publication.....\$ 3.00  
TOTAL.....\$ 30.12

RECEIVED  
CITY CLERK  
JACKSON, MS  
14 DEC -4 PM 4:20

## **Institutional Structure**

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

Decision making regarding the broad vision for the future of the community and initiatives to be undertaken by the city ultimately vests in the Mayor and City Council. The Mayor presents the Consolidated Plan to the City Council for consideration and approval.

Regarding HUD funded programs, overall policy setting occurs with the Mayor through the Chief Administrative Officer and flows to the Director of Department of Planning and Development and then to the Office of Housing and Community Development.

Administratively, the Department of Planning and Development, Office of Housing and Community Development and the Development Assistance Division are responsible for the implementation of the *Consolidated Plan*. The development of the *Consolidated Plan* is done in consultation with other city departments and includes citizen participation and input.

Regarding the strengths and gaps in the institutional structure, the Consolidated Plan delivery system covers a wide range of organizations and capabilities. This constitutes one of the system's primary strengths. However, regarding gaps in the institutional structures that could exist, the City is attempting to expand the number of Community Housing Development Organizations (CHDO) to increase the ability to construct affordable housing.

A strength of the delivery system is the close relationship between the City, the Jackson Housing Authority and the Jackson Redevelopment Authority. Board members of both agencies are appointed by the Mayor with approval of the City Council. Public Housing and other plans prepared by the Jackson Housing Authority are provided to the City for review. Annually, the Jackson Housing Authority has received Certificates of Consistency with the Consolidated Plan from the City. The City and the Jackson Redevelopment Authority work cooperatively in the redevelopment of the Central Business District and in other designated urban renewal areas.

## **Monitoring**

- 1. Describe how and the frequency with which you monitored your activities.**
- 2. Describe the results of your monitoring including any improvements.**
- 3. Self Evaluation**
  - a. Describe the effect programs have in solving neighborhood and community problems.**
  - b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.**
  - c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.**
  - d. Indicate any activities falling behind schedule**
  - e. Describe how activities and strategies made an impact on identified needs.**

- f. Identify indicators that would best describe the results.**
- g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.**
- h. Identify whether major goals are on target and discuss reasons for those that are not on target.**
- i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.**

Staff within the City of Jackson's Office of Housing and Community Development (OHCD) is responsible for the monitoring of the CDBG, HOME, ESG, and HOPWA programs.

Monitoring is conducted in accordance with guidelines provided through the applicable laws and regulations associated with each funding source and the technical assistance guides (e.g. the *Managing CDBG Sub recipient* series). Reviews are aided by the use of HUD's Monitoring Checklist. Monitoring is recorded through a written report summarizing the review and any concerns or findings with any recommendations for improvement or required corrective action which is sent to the agency monitored. The agency is required to respond to the monitoring report and to explain the corrective actions to be taken regarding any concerns or findings. Uncorrected findings requiring corrective action may result in sanctions up to and including withdrawal of funding and the repayment of funds disbursed.

Program requirements for the City's HOME affordable housing programs, CDBG public service programs and ESG homeless programs are incorporated into contracts between the City and the agencies receiving the funds. Monitoring responsibilities are separated into affordable housing project monitoring and public services and homeless program monitoring.

Program monitoring is accomplished utilizing a variety of internal reports which document program goals and monthly accomplishments. As a contract condition, all sub recipients are required to submit a monthly progress report of program accomplishments and the number of beneficiaries receiving assistance. From the reports received, the OHCD prepares an overall Monthly Status Report (MSR) which reports on program expenditures, program beneficiaries, and accomplishments.

Each year staff assesses the relative risk of community agencies as investments of public funds and uses both desk reviews and scheduled on-site monitoring to determine program compliance. Desk reviews include oversight of requests for payment of CDBG, HOME, ESG funds, source documentation for invoices, payroll, contracts, receipts, cancelled checks, documentation of matching funds (if needed), project status reports and audit reviews.

When conducting on-site monitoring reviews, the City makes an appointment for a monitoring visit and sends the sub recipient a confirmation letter with an outline of the types of information to be reviewed. If any issues are noted during the visit, the sub recipient is informed at the closeout interview and a letter is later mailed informing the sub recipient of any recommendations, concerns and/or findings.

City departments also implement projects with CDBG funds. At the beginning of the program year, staff responsible for implementing HUD funded projects are required to prepare implementation and spending plans for the entire program year. Project managers are required to submit monthly status reports (MSR) to staff of OHCD by the 5<sup>th</sup> of the month describing accomplishments for the previous month. The reports are reviewed to determine if project accomplishments and expenditures are in accordance with implementation and spending plans. Budget balances for projects are compared with monthly IDIS timeliness report. This process is reviewed so project managers will know the amount of CDBG funds which must be spent to be in compliance with HUD timeliness requirements.

## **Lead-based Paint**

### **1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.**

The City's Down Payment Assistance (DPA) Program provides information to all DPA recipients whom purchase properties built prior to 1978. The Lead-based Paint Notification Pamphlet provides home buyers with knowledge concerning lead-based paint and the ways to protect the family from poisoning.

The City's HOME and CDBG funded rehabilitation programs require lead-based paint testing and if appropriate, abatement for all properties built prior to 1978. During this program year, there were no tests performed. The City's rehabilitation program has been working to revise policies and procedures in order to ensure program compliance.

The Mississippi State Department of Health in collaboration with the Hinds County Health Department has responsibility for the Lead Poisoning Prevention Program in the county, including the City of Jackson, and serve to address lead hazards. The Hinds County Health Department provides case management services to families and children that have been determined to have elevated blood levels.

## **Housing Needs**

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

During PY 2013, the City of Jackson, in partnership with Midtown Partners, Inc. rehabilitated two single-family properties for rental purposes. The need for affordable rental properties in the City has become apparent since credit requirements tightened after the housing crisis. The properties are available to low-income families. In addition, the University of Southern Mississippi Institute for Disability Studies and Mississippi Housing Partnership continued to provide grants to eligible buyers for down payment assistance and closing costs. A total of 21 home buyers were assisted during this program year.

In order to maintain affordable housing in the City of Jackson, affordability periods for each assisted family are established and enforced.

## Specific Housing Objectives

- 1. Evaluate progress in meeting 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.**

During this program year, the following outlines the households receiving down payment assistance:

- Extremely low at or below 30% income households- (3)
- Low- income households between 50-60%- (6)
- Moderate- income households <80%- (12)

**Total 21**

The totals are lower than our proposed goals. It is still evident that potential buyers with incomes below 80% AMI are experiencing difficulty in securing mortgage loans.

- 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.**

The City's efforts to meet the Section 215 definition of affordable housing involved activities for both rental and owner housing. During this program year, two single-family residential properties were comprehensively rehabilitated for rental to low-income families. The properties are currently rented by households who fall below 50% of the area median income (AMI).

In addition, the City provided down payment assistance to 21 income eligible home buyers in which the initial purchase price did not exceed 95% of the median purchase price for the area; the property will be the families' primary residence; and all households assisted are subject to recapture provisions established by the City.

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

A specific purpose of our housing rehabilitation program is to assist elderly and disabled homeowners with limited repairs. In worst case scenarios, the elderly and disabled live in less than desirable conditions, and are unable to make the necessary repairs due to financial restraints. Therefore, the City's efforts concentrate on repairs for this population. As mentioned above, a total of 17 properties were completed, of that total, 14 were for families with disabilities.

As in years past, dilapidated housing is still a major issue in the city of Jackson. It presents problems for existing homeowners, and often makes it difficult to sale and rent properties in areas with high volumes of vacant properties. During this program year, the City utilized

CDBG funds to demolish 15 dilapidated structures. The properties demolished were determined to be detrimental to the health and safety of the citizens of Jackson.

## **Public Housing Strategy**

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

The City of Jackson is supportive of the goals and objectives of the Jackson Housing Authority (JHA) to increase the availability of decent, safe and affordable public housing. The City and JHA have a long-standing cooperative and productive relationship, including ongoing coordination and joint ventures.

It is the goal of the JHA to increase the supply of assisted public housing. This objective was accomplished by:

- Applying for additional rental vouchers,
- Reducing public housing vacancies,
- Development of public/private partnerships to create affordable housing,
- Leverage private or other public funds to create additional housing opportunities, and
- Acquiring and/or build units or developments.

In addition, the JHA's goal to improve the quality of assisted housing will be achieved by:

- Improving public housing management,
- Increasing customer satisfaction,
- Renovating and modernizing public housing units,
- Demolishing or disposing of obsolete public housing,
- Providing replacement public housing; and
- Providing replacement vouchers.

The JHA has undertaken measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability. JHA has continued to monitor the implementation of fair housing provisions monthly. Further, the JHA undertook affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

During this program year, the City of Jackson has held several meeting with the JHA in an effort to increase coordination of housing program. The City will continue to provide support and input to the JHA in an effort to improve public housing initiatives.

## **Barriers to Affordable Housing**

The City of Jackson recognizes the need to create a balanced, sustainable range of housing choices. The City evaluates projects that add more low-income and affordable housing in the

community with great care. The City has been supportive of those projects which evidence greater income diversity and quality designs that are sensitive to the issues associated with increasing low-income concentrations. The following are some of the significant barriers to affordable housing and the appropriate actions taken to overcome the barrier:

- Little efforts are made to communicate with persons with limited English proficiency - OHCD made increased efforts during this program year to ensure that persons with limited English proficiency were adequately notified concerning available housing services, public hearings and community events, by publishing notices in the La Noticia Newspaper. This newspaper is the primary Spanish newspaper in the Jackson Metro Area.
- There is a high percentage of substandard housing- The OHCD provided funding for both demolition and rehabilitation activities during this program year to address substandard housing.
- HMDA data indicates that there continues to be a high percentage of loan denials as well as a large number of high-cost loans in Jackson - Homebuyers are often unaware of housing fundamentals which limit their choices and increases the potential that choices may not meet their needs. To address this very basic issue, the City has assisted housing program agencies through individual or group homeownership education.

Jackson, like other cities, has housing development policies addressing such issues as zoning, subdivision ordinances, building codes, fees and taxes that are necessary to insure an acceptable urban living environment. Although these needed policies may affect the cost of developing new housing, the City does not feel they are excessive, especially when compared with most urban areas.

## **HOME Investment Partnership Program**

### **1. Assessment of Relationship of HOME Funds to Goals and Objectives**

#### **a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.**

During this program year, the Office of Housing and Community Development continued to streamline processes and write policies and procedures. In addition, OHCD hired additional staff to assist with HOME funded projects, specifically in the area of housing construction and rehabilitation. All of these steps were taken in an effort to become better equipped to effectively implement affordable housing projects in Jackson, MS.

This year was also dedicated to the planning phase of an upcoming comprehensive rehabilitation program in a specified target area in the City. The program will address housing needs of low-income homeowners. In fact, 2011, 2012 and 2013 HOME funds were awarded at the end of this program year. Therefore, HOME funds were not utilized to meet goals and objectives.

**2. HOME Match Report**

- a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.**

See Report

**3. HOME MBE and WBE Report**

- a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women’s Business Enterprises (WBEs).**

See Report

**4. Assessments**

- a. Detail results of on-site inspections of rental housing.**

There were no rental inspections performed.

- b. Describe the HOME jurisdiction’s affirmative marketing actions.**

The City of Jackson has completed affirmative marketing policies and procedures and submitted to the local HUD Field Office’s Fair Housing Division for review and approval. All HUD funded projects must follow the procedures outlined in the policy. During this program year, the Office of Housing and Community Development made special effort to ensure that all interested persons of any of our programs were given adequate information. Advertisements were published in the following newspapers:

Mississippi Link, which is an African American newspaper,  
La Noticia MS, which is a Hispanic newspaper, and  
The Clarion Ledger which has a state wide circulation.

OHCD’s efforts were focused on ensuring that the population least likely to apply was provided with adequate and timely information.

- c. Describe outreach to minority and women owned businesses.**

The Neighborhood Enhancement Division of the Office of Housing and Community Development reached out to find qualified minority contractors for an approved contractors list for all housing construction activities. Advertisements were published in the following newspapers:

Mississippi Link, which is an African American newspaper,  
La Noticia MS, which is a Hispanic newspaper, and  
The Clarion Ledger which has a state wide circulation.

There was a mass mail-out of the application to all contractors listed in the Yellow Pages for the Jackson Metro Area to ensure that a variety of contractors was solicited. A total of seven contractors applied, and five (5) were approved for the contractors list. Of those approved, four (4) are African Americans male contractors and one is Hispanic female contractor.

## **HOMELESS NEEDS**

### **1. Identify actions taken to address needs of homeless persons.**

The City of Jackson offers an Emergency Solutions Grant that provides funds to assist in the operation of local homeless shelters and funds related social services and homeless prevention programs. HUD awards approximately \$100,000.00 in ESG funds to the City annually. These funds are used to support essential services including job training, health care, drug/alcohol treatment, childcare and homelessness prevention activities. By helping to support emergency shelters, transitional housing and needed support services, the Emergency Solution Grant is designed to move homeless persons from a life on the street toward permanent housing.

### **2. Identify actions to help homeless persons make the transition to permanent housing and Independent living.**

The local Continuum of Care consisting of over 20 organizations offer outreach and/or support services to homeless persons in the City of Jackson and multiple counties. Majority of these organizations have case managers and specialized staff members who work with homeless clients making the transition to permanent housing and independent living. The City of Jackson is a member of the local Continuum of Care and has representation on its Board of Members to ensure the City's vision and goals are represented during the planning process. The City of Jackson's 10-Year Plan to End Homelessness, updated in 2011, identified transitional housing as a critical need. This plan called for the partnering with local homeless organizations by the City to assist in developing transitional housing for homeless individuals and families. Addressing the critical need for transitional housing has been and will continue to be a high priority for the City of Jackson and its local partners.

### **3. Identify new Federal resources obtained from Homeless SuperNOFA.**

There was not any new funding for this fiscal year. 14% of the allocation was lost through housing for 2013. The Salvation Army lost its grant and a portion of \$60,000 went to Catholic Charities to assist individuals and families who are experiencing homelessness because of domestic violence. No new report for 2014 has been released as of this report.

## **SPECIFIC HOMELESS PREVENTION ELEMENTS**

### **1. Identify actions taken to prevent homelessness.**

The City of Jackson and its partners continues to implement programs that would prevent homelessness. The Office of Housing and Community Development funded agencies that offer various homeless prevention programs. Services offered through these agencies included: emergency shelter, case management, clothing, medical care and food pantry.

## **EMERGENCY SOLUTIONS GRANTS (ESG)**

**Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).**

In its HUD approved PY 2010-2015 Consolidated Plan, the City of Jackson identified the provision of emergency shelter and transitional housing services to the homeless as a high priority needs to be addressed as a part of the City's five year strategic plan. In an effort to address these needs, the City identified the provision of housing and supportive services for the homeless population and populations with special needs as priorities that it would address over a five year period.

Jackson continues to make strides to serve the homeless by utilizing its Emergency Solutions Grant (ESG) allocation to provide the needed services identified in its Homeless Needs Assessment. During PY 2013, the City provided ESG funding to three (3) emergency shelters and two (2) transitional shelters.

### **Assessment of Relationship of ESG funds to Goals and Objectives**

**a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidate Plan.**

The City of Jackson continues to support those organizations that provide services to homeless and special needs population through the awarding of Emergency Solutions Grant (ESG) funds. In 2013, the City received a total of \$134,981 in Emergency Solutions Grant funds. These funds were used to help offset the costs of operating six shelters. The City accepted proposals for funding eligible ESG activities, and decided to award funding to several existing shelters and an organization to provide a variety of homeless prevention and rapid rehousing services to those experiencing or at risk of becoming homeless. The shelters provided full services, engaging the homeless person in development of a service plan which included comprehensive case management, assessment, referrals, training and ongoing support toward achieving self-sufficiency. The homeless prevention and rapid rehousing agency offered rental assistance, utility and security deposits, individual counseling, case management and financial counseling.

**b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and person in households served with ESG funds.**

The ESG projects listed in the ESG narrative relate directly to the priorities outlined in the City's PY 2010-2015 Consolidated Plan and its homeless planning strategy. The City has generally allocated resources to the needs of homeless person in accordance with the priorities and specific objectives identified in the City's PY 2010-2015 Consolidated Plan. Listed below are those agencies funded with ESG funds including the types of services offered and number of individuals assisted utilizing ESG funds:

## **LIST OF FUNDED AGENCIES AND PROJECT DESCRIPTIONS**

### **Billy Brumfield Shelter**

The Billy Brumfield Shelter provided emergency shelter for up to 48 homeless men per night. Services included provision of bus passes, a light breakfast, shower facilities, a bed and an evening meal daily. In addition, alcohol and drug recovery, and support group meetings are held at the shelter. A transitional work program is also in place to assist the men to save money to move onto independent living. The FY 2013 ESG funded operating costs.

During PY 2013, the program served a total of 712 homeless men by providing emergency shelter and other essential services for homeless men.

### **Christians in Action, Inc.**

Christian in Action, Inc. provided an Emergency Child Shelter of a short-term (45 day), 24 hour residential care for abused and neglected children, ages birth through seventeen. Basic services such as food, clothing, medical care, and recreation, transportation to schools, psychological assessments and medical evaluations were provided. It is the only emergency shelter in Hinds County catering exclusively to abused and neglected children. The FY 2013 ESG funded operating cost.

During PY 2013, CIA served a total of 143 children by providing emergency shelter and other essential services for abuse and neglected children.

### **Flowers House Shelter**

Flower House Shelter operated a respite shelter for women, primarily with children who became homeless for various reasons including domestic violence, abuse, eviction, illness or death of a spouse. This shelter provided daily meals, safe sleeping facility, case management; parenting classes, counseling services, day care services and life skills. FY 2013 ESG funded operating cost.

During PY 2013, a this program served a total of 73 women and children by emergency shelter and other essential services.

### **Matt's House**

The shelter provided overnight emergency shelter for women and children. The residents received an evening meal and a light breakfast in addition to a safe place to sleep. The women were provided guidance and resources by a case manager who aids them in finding permanent housing, jobs, G.E.D. programs, and other social services. FY 2013 ESG funded operating cost.

During PY 2013, the program served a total of 196 women and children by providing shelter and other essential services.

## **Partners to End Homelessness**

Partners to End Homelessness provided Homeless Prevention and Rapid Re-housing services to include both financial assistance and case management services. Financial assistance include: rental assistance, security deposits, utility assistance, and utility deposits. FY 2013 ESG funded financial assistance for rapid re-housing and homeless prevention activities.

During PY 2013, PTEH served fifty (50) households and 92 clients by providing rental assistance, utility deposits, security deposit and other essential services to those experiencing homelessness or at risk of becoming homeless.

## **Sims House Shelter**

The transitional shelter provided care for the seemingly increasing number of homeless women and children in Jackson, Mississippi. Services included individual and group therapy counseling. Educational group counseling focused on employment, finances, health, parenting, life skills, and other related social services. FY 2013 ESG funded operating cost.

During PY 2013, Sims House served 82 clients by providing emergency shelter and other essential services for homeless women with children.

## **Southern Christian Services (PALS)**

Southern Christian Services (PALS) program offers homeless youth an alternative to becoming involved in the criminal justice, child welfare, mental health or juvenile justice systems. The program serves male and female youth ages 16-21 as well as teen mothers and their children. Residents participated in individual therapy and other psychological therapeutic exercise to assist them with drug usage, depression and loss and grief. Youth learned about proper money management and consumer practices. FY 2013 ESG funded operating cost. This year the program served a total of 33 youth.

## **2. Matching Resources**

- a. Provide specific sources and amount of new funding used to meet match as required by 42 USC 11375 (a) (1), including cash resources, grants, and staff salaries as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.**

Funding under the ESG program requires that each grant recipient supplement its grant with equal amount of matching funds from other sources. The City of Jackson requires all ESG Subrecipients to provide a dollar for dollar match to their allocation. Below is a list of matching dollar amount for each Subrecipient.

Agency or Project	Leveraged Source	Leveraged Amount	Grant	HUD 2013 Amount	Total
Brumfield House	Private	\$ 45,000	ESG	\$ 9,200	\$ 54,200
Christians in Action, Inc.	Private	\$ 46,345	ESG	\$ 18,342	\$ 64,687
Flowers House	Private	\$ 45,000	ESG	\$ 9,900	\$ 54,900
Matt's House	Private	\$45,000	ESG	\$ 9,200	\$ 54,000
Partners to End Homelessness	Private	\$ 49,943	ESG	\$ 49,943	\$ 99,886
Sims House	Private	\$ 45,000	ESG	\$ 9,900	\$ 54,900
So. Christian Svc For Children & Youth	Private	\$ 40,000	ESG	\$ 18,373	\$ 58,373

**b. Homeless Discharge Coordination**

- i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
- ii. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

*Discharge Coordination Procedures*

**Foster Care:**

The Mississippi Department of Human Services (MDHS), Division of Family and Children Services is responsible for protective services and the individualized housing plan for children and youth leaving foster care. The formal protocol is to return children and youth in foster care to families, college dormitories, the military or settings other than HUD McKinney-Vento funded beds. According to the Director of Independent Living, MDHS provides life skills, case management, placement and supportive services to prevent the discharge of children and youth into homelessness. Supportive Services include personal needs, medical needs, mental health and substance abuse counseling, transportation, information and referral. MDHS stresses the goals of safety, permanency and well being for children and youth after foster care. To expedite discharges to community settings, MDHS completed a Memorandum of Understanding with the Mississippi College School of Law and the University of Mississippi as well as contracts/partnerships with Mississippi Families of Kids, Southern Christian Services for Children and Youth and Mississippi Children's Home Services.

### **Health Care:**

The Mississippi State Department of Health's (MSDH) discharge policy states that hospitals must have in effect a discharge planning process that provides assistance with housing. Health care facilities have a policy which states patients are not released to HUD McKinney-Vento funded emergency shelters, transitional or permanent housing units. The policy states individuals are not discharged to shelters or other HUD McKinney-Vento funded beds, unless it is the expressed desire of the person, and unless the person refuses offered discharge options. The individual's preference for placement is documented in the chart at the hospital. A registered nurse, social worker or other appropriately qualified personnel must identify "at an early stage" the potential for homelessness of all individuals in a discharge planning evaluation. The discharge plan includes educating persons, family, caregiver, and community providers about strategies to sustain permanent housing and to avoid homelessness. Local health care facilities maintain a file of community-based services including long-term, sub-acute care, licensed personal care homes and additional home care to prevent the discharge of individuals to homelessness.

### **Mental Health:**

State psychiatric hospitals have policies to ensure individuals are not discharged into homelessness, including the streets, shelters or other HUD McKinney-Vento funded beds. Social workers and the attending physician, along with the interdisciplinary team, determine when a discharge is appropriate for individuals. Staff develops a plan for living situation, medications, educational, and vocational opportunities to prevent homelessness. Individuals are referred to one of fifteen community mental health centers, licensed personal care homes and nursing homes. Social workers involve the client, family members and community mental health centers in the housing discharge plan. The state policy states individuals are not discharged to shelters, streets or to other HUD McKinney-Vento funded beds, unless it is the expressed desire of the client, and unless the client refuses offered discharge options. The individual's preference for placement is documented in the client's chart at the state institution. Employees of the state institutions are members of the CoC, MISSION Links, and Jackson Task Force to End Homelessness and ensure individuals are not discharged to homelessness.

### **Department of Corrections:**

The Mississippi Department of Corrections (MDOC) has the power to manage, control, supervise, enforce and implement all laws and matters pertaining to the probation and parole of state inmates. The state has policies in place to ensure that an inmate is not released to homelessness, including the streets, shelters or other HUD McKinney-Vento funded beds. Inmates are released to community work centers and restitution centers to prevent homelessness.

MDOC currently has 17 community work centers statewide and four restitution centers and each center houses approximately 75 residents. The inmates must provide a residence address after receiving a letter implementing Earned Release Supervision. Once the address is received by MDOC, the address is then given to the correctional field officer that will be handling the case. The probation and parole officer inspects the residence and includes the inmate and family

members in the release plan to prevent homelessness. The probation and parole officer ultimately determines if the residence is acceptable for the inmate to live in while on Earned Release Supervision. MDOC, City of Jackson Police Department and the Sheriff's Department in Hinds County work with the CoC and Jackson Task Force to End Homelessness to prevent release to the streets, shelters or other HUD McKinney-Vento beds.

## **Community Development**

### **1. Assessment of Relationship of CDBG Funds to Goals & Objectives**

In its 2010-2015 Consolidated Plan, the City identified four (4) priorities for the five-year planning period. These priorities were developed based on need identified in the City's PY 2010-2015 Needs Assessment Survey. Those priorities included: increasing local homeownership; preserving and restoring the City's older neighborhoods; increasing employment opportunities through various business collaborations and increasing racial and housing diversity. Community Development Block Grant (CDBG) funds were allocated to all four (4) priorities during the PY 2013.

The activities undertaken, the programs provided, the funds invested, the geographic distribution of that investment, and the pattern of actual investment compared to planned investment are generally consistent with planned performance as set out in the City's Consolidated Plan and Annual Action Plan.

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

The City of Jackson does not utilize its CDBG funds to provide affordable housing to its citizens.

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

The City use of CDBG funds continue to exceed goals and objectives of providing public and supportive services to homeless individuals, women with children, low-income individuals and families, youth and special needs populations including elderly persons. During PY 2013, CDBG funds were extensively used for public services that respond to the needs of the elderly, youth, unemployed and poverty-stricken persons. The City allocated the maximum 15% of its total CDBG award to Public Service activities.

### **2. Changes in Program Objectives**

#### **a. Identify the nature of and the reasons for any changes in program objective and how the jurisdiction would change its program as a result of its experience.**

No changes have been noted in program objectives.

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

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

The City purposed all resources that it indicated it would pursue during PY 2013: The City identified in Part 1 of this report the resources made available during PY 2013 within the jurisdiction versus the resources planned to be available during PY 2013. The resources made available during PY 2013 are generally consistent with the resources identified in the City's PY 2013 Action Plan.

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

The City of Jackson provided certifications of consistency with the approved Consolidated Plan to various nonprofit agencies and the local housing authority. Certifications were provided in a fair and impartial manner. When asked for a certification, the Office of Housing and Community Development (OHCD) staff requested a brief program/project description that documents how the application is consistent with the Consolidated Plan. Once provided, staff obtained the Mayor's signature on the certification.

Certifications and other forms of support were provided to the following:

- Certification of Consistency with the Consolidated Plan for various homeless services under the Continuum of Care Grant to HUD
- Certification of Consistency with Consolidated Plan for fair housing counseling and various other housing counseling services
- Certification of Consistency with Consolidated Plan for Jackson Housing Authority to expand affordable housing for low income individuals and families
- Certification of Consistency with Consolidated Plan for the expansion of housing services for individuals living with HIV/AIDS

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

During PY 2013, the City undertook every reasonable and prudent action to promote the implementation of its PY 2013 Action Plan.

**4. For Funds Not Used for National Objectives**

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

During the reporting period, all CDBG funds were used exclusively for activities that met the criteria for national objectives as outlined at 24 CFR 570.208 by either benefiting low-and moderate income persons or by aiding in the prevention or elimination of slums or blight.

**b. Overall Benefit Certification**

The aggregate use of CDBG funds during the reporting period principally benefited persons of low and moderate income. The City ensured that at least 70% of the CDBG amounts expended were for activities that benefited such persons. The Financial Status Report reflects that 100% of CDBG funds expended were for activities that benefited low- and moderate income persons.

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

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

It is the policy of the City of Jackson’s Office of Housing and Community Development (OHCD) to make every reasonable effort to avoid the displacement of households when activities involve the acquisition, rehabilitation, or demolition of occupied real property. The City did not undertake any specific activities during the reporting period that involved the acquisition, rehabilitation, or demolition of occupied real property utilizing Community Development Block Grant funds.

**b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 14(d), and whether or not they were displaced, and the nature of their needs and preferences.**

As noted above, the City did not undertake any specific activities during the reporting period that involved the acquisition, rehabilitation, or demolition of occupied real property. Accordingly, it was not necessary to identify any household, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act.

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

Should displacement occur as a result of any CDBG funded activity, the City would provide assistance pursuant to its published Anti-Displacement and Relocation Assistance Plan.

**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. The City did not undertake any Economic Development Activities via its Float Loan Program in PY 2013. As a result, there were no activities that involved the creation of new full time equivalent jobs for low-and moderate income persons. When funded, program requirements stipulate that low-and moderate income persons must be given first**

consideration for new jobs as a result of these activities and failure to do so constitute grounds for loan default and immediate repayment of CDBG assistance.

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

<b>New Jobs Created:</b>		<b>Jobs Retained:</b>	
Officials and Managers:	0	Officials and Managers:	0
Professional:	0	Professional:	0
Technicians:	0	Technicians:	0
Sales:	0	Sales:	0
Office and Clerical:	0	Office and Clerical:	0
Craft Workers (skilled):	0	Craft Workers (skilled):	0
Operatives(semi-skilled):	0	Operatives(semi-skilled):	0
Laborers (unskilled):	0	Laborers(unskilled):	0
Service Workers:	0	Service Workers:	0
<b>Total:</b>	<b>0</b>	<b>Total:</b>	<b>0</b>

**c. If any jobs claimed as being available to low/mode 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 educations.**

Borrowers are required as a condition of the financial assistance to provide necessary training, education, etc., necessary to recruit low/mod persons. Failure to do so shall be grounds for loan default and immediate repayment of CDBG assistance.

**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 31% for whom are low-and moderate income.**

Limited Clientele activities are those activities which benefit a limited clientele, at least 51% of whom are low-or moderate income persons. Activities that exclusively serve a group of persons in any one or a combination of the following categories may be presumed to benefit persons, 51% of whom are low and moderate income: abused children, battered spouses, elderly persons, severely disabled, homeless persons, illiterate adults, persons living with AIDS, and migrant farm workers.

For those activities that the City undertook during the reporting period which served a limited clientele not falling within one of the categories of presumed limited clientele low and moderate income benefit, the City required information on family size and income so that it was evident that at least 51% of the clientele were persons whose family income did not exceed the low and moderate income limit.

**8. Program Income Received:**

Program Income means gross income received by the City or a Subrecipient directly generated from the use of CDBG funds, except as provided at 24 CFR 570.500(a) (4). According to IDIS CDBG Financial Summary Report for PY 2013, the City received a total of \$232,278 in CDBG Program Income for its CDBG Revolving Loan Program.

- 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 funds.**

The amount of Program Income reported was used for other eligible CDBG activities.

**9. Prior Year Adjustments**

There were no prior year adjustments

**10. Loans and other receivable**

- 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.**

Loan Recipient	Principal Balance	Loan Completion Date
Capital City Car Wash	\$25,797.66	11/1/2016
Capital Drywall Supply, Inc	\$24,761.83	n/a
Christian Mission Learning Center	\$15,414.18	11/1/2017
Freelon's Restaurant	\$38,147.28	11/1/2015
G'Tavia Learning Center	\$143,598.03	5/1/2022
Jones Tutoring and Enrichment	\$29,003.61	10/1/2019
Mother Goose Christian School	\$27,804.47	4/1/2025
North Jackson Day Care Center	\$16,090.73	7/1/2018
TDK Accounting	\$43,933.07	12/1/2022
Terry Road Paint & Body Shop	\$43,062.11	6/1/2017
Fisher Transportation & Body Shop	\$105,000.00	n/a
Advance Foot Care Center	\$1,945.74	n/a
Advance Foot Care Center	\$537.02	n/a
<b>Total</b>	<b>\$515,095.73</b>	

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

There were no other outstanding loans owed as of the end of the reporting period.

- 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.**

There were no outstanding loans that were deferred or forgivable, or had a principal balance owed as of the end of the reporting period, and had terms of deferral or forgiveness.

- 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.**

There were no outstanding loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.

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

There were none for the reporting period.

#### **11. Lump Sum Agreements**

There were no lump sum agreements during the reporting period.

#### **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.**

Neighborhood Enhancement Division focuses on providing grants to elderly and disabled homeowners for emergency repairs. The objective of the program is to provide emergency repairs in order to preserve owner-occupied homes and to eliminate conditions that are detrimental to the health and safety of City of Jackson residents. Repairs are limited to plumbing, electrical, and roofing conditions for homeowners.

During PY 2013, NED completed limited repairs for 17 owner-occupied single-family residential properties. The repairs were limited to electrical, plumbing and roofing deficiencies.

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

All properties were inspected and were a part of the HUD CDBG monitoring that took place July 2013. A total of \$68,295.50 was expended during this program year, however, \$43,257.01 of that total was not paid until the City's FY2015 budget. A total of \$150,625 was reported during PY 2012's CAPER. The total CDBG funds expended on this project is \$218,920.50

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

There were no additional public or private funds involved in the project.

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

The City of Jackson does not have a HUD approved neighborhood revitalization strategy.

### **Antipoverty Strategy**

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

The City of Jackson, like most cities, is enduring a difficult economic period with tax collections below projected amounts. The main components of the City's on-going strategy include: (1) strengthening the economic base in order to retain job opportunities; (2) providing affordable housing; (3) creating a safe and accessible living environment; and (4) providing social services to help reach self-sufficiency.

The City's anti-poverty strategy continues to be closely tied to funding over 20 nonprofit agencies providing neighborhood based public services to enable people in poverty attain self-sufficiency; assist at-risk youth to succeed in school and graduate; and protect the health and safety of low-income people. The City has funded community service agencies that have served the needs of the poorest residents, and who represent other key components of the City's overall anti-poverty strategy which includes health care, disabled services, senior and youth services, and employment training.

The City's strategy for reducing the number of residents living in poverty is to conduct, support and coordinate a broad array of services that address the needs of the disadvantaged community. This includes providing summer employment for at-risk youth; emergency home repairs to income eligible homeowners; and fair housing education.

### **NON-HOMELESS SPECIAL NEEDS**

**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).**

To address the needs of non-homeless persons, the City will use PY 2013-14 entitlement funds as follows:

<b>Deliver Me Senior Support Services, Inc.</b>	<b>\$7,500.00</b>
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Deliver Me Senior Supportive Services, Inc. assist the elderly by providing essential needs such as grocery deliveries, purchase of eyeglasses and purchase of prescriptions for elderly persons. The agency delivered groceries to clients; made 472 commodity supplement food program

deliveries monthly; distributed clothing to clients; purchased eyes glasses; and assisted and performed miscellaneous services such as Medicaid, SSI and food stamps assistance. This year the program served a total of 914 elderly persons.

**Karitas Therapeutic Day Care Program**

**\$12,500.00**

Karitas Therapeutic Day Care Program provided protected daycare services to homeless children while their mothers worked or attended school. Karitas provided meals to children of abused women living at Second Stage Transitional Housing. This program provides a safe and well-protected environment for homeless children who are victims of domestic violence. Transportation is provided daily to transitional housing, schools, and library. This year the program served a total of 71 children and youth.

**Rape Crisis Center**

**\$7,250.00**

The agency provided counseling and support services to victims of rape or sexual assault. Public education and self-defense courses were also offered to decrease the number of rapes. Rape Crisis Center provided twenty-four (24) hour assistance to victims of sexual assault. The focus of monthly activities involved referrals for short and long term counseling by licensed therapist and face-to-face follow-up sessions with discharged clients. Other activities provided by the Rape Crisis Center included volunteer coordination, court advocacy, and community education and prevention activities. This year the program served a total of 25 persons.

**Second Stage Transitional Housing**

**\$15,000.00**

Second Stage Transitional Housing provided extended housing and care for battered and abused spouses and their children. Services included: case management, supportive counseling, transportation, referrals and follow-up assistance. Residents at Second Stage Transitional Housing participated in seeking supportive service and counseling sessions. Referrals to access applicable services such as housing, clothing, employment, medical and mental health assistance were also provided to those in the program. This year the program served a total of 37 persons.

**Shelter for Battered Families**

**\$15,000.00**

Shelter for Battered Families provided services and temporary housing for spouses and children who are victims of abuse. The service is limited to an initial 30 days of shelter stay. The project provides shelter 24 hours a day, a public crisis line for admissions, food three (3) times a day, supportive counseling, medical and legal referrals, resources for counseling and follow-up services. During the month, victims of domestic violence receive social services and supportive counseling for themselves and their children. This year the program served a total of 167 persons.

## **Housing Opportunities for Person with AIDS Program**

The HOPWA grant is managed by the City of Jackson's Office of Housing and Community Development (OHCD) for the Jackson Metropolitan Statistical Area (MSA), which includes Copiah, Hinds, Madison, Rankin, and Simpson Counties. The OHCD is a staff of 13 employees that operates a number of housing programs including: homeowner rehabilitation, first-time homebuyer assistance, Neighborhood Stabilization Program (NSP), and the Emergency Solutions Grant (ESG) program. The OHCD has a HOPWA unit with one full-time staff person to manage and coordinate the program.

In the development of the City of Jackson's Consolidated Plan for future use of HOPWA funds, the City conducted five (5) public hearings, and requested direct input from citizens, non-profit public service providers, organizations, private entities, and other governmental entities which are involved in housing and social and/or health services.

The City elected to designate the Mississippi State Department of Health (MSDH), as the sole project sponsor, to administer the HOPWA program within the City's MSA. The City's contracts with MSDH through its STD/HIV Bureau, located in Jackson, Mississippi, is responsible for carrying out the program services.

MSDH provided scattered-site housing through Emergency Short-term and Long-term Rental Assistance expending over a million dollars within Jackson's five MSA counties. Funds are distributed in each county according to the need. MSDH's social workers, as well as community-based organizations, are responsible for submitting applications on behalf of applicants. Community-based organizations are utilized in an effort to strengthen public-private partnerships as services for persons living with HIV/AIDS are provided.

The City of Jackson facilitates the transfer of funds for reimbursement to the project sponsor. In addition, the City monitors the MSDH to ensure that it meets its obligations under its contract with the City. HOPWA accomplishments for Program Year 2013 are provided in form HUD-40110-D.

The Jackson MSA is a metropolitan area in the central region of the United States, in the state of Mississippi. According to Census.gov, there were 576,382 people, 223,589 households, and 142,371 families residing within the MSA. The racial makeup of the MSA was 49.1% White, 47.7% African American, 0.2% Native American, 1.1% Asian, 0.0% Pacific Islander, 0.0% from other races, and 0.9% from two or more races. Hispanic or Latino of any race was 2.1% of the population.

Jackson's MSA makes up approximately eighteen percent (18%) of the total population of Mississippi. According to the Mississippi State Dept. of Health's, STD/HIV Office, most new HIV disease cases were diagnosed in the West Central Public Health District (District V), the home of metropolitan Jackson, where 38% of all persons currently living with HIV disease in Mississippi resided (35% from Hinds, Madison, Rankin, Copiah, and Simpson counties and 38% for entire the District V).

There are people living with HIV disease in every county in the state, and the numbers continue to increase each year. In 2013, the Jackson MSA had the highest rate of HIV disease diagnoses (number of cases per 100,000 population in the district). Due to there being a large number of individuals who are unaware of their status, this number is an underestimation of persons living with HIV infection.

According to the MSDH, STD/HIV Office, there were 10,473 reported Mississippians living with HIV disease, with the Jackson MSA representing 3,640 (35%) of those cases. The MSDH indicates as of December 31, 2013, among persons living with HIV in the Jackson MSA, 69% are male and 31% are female; blacks represented 81%, whites represented 15%, and Hispanics represented 2% . Asians, Alaska Natives, and all other races represented 2%.

Persons Living With HIV/AIDS by County:

County	Number	Percentage
Copiah	113	3%
Hinds	2,631	72%
Madison	272	7%
Rankin	567	16%
Simpson	57	2%

# REPORTS





Public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title 11 of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained for the purpose of ensuring the integrity of the HOME program and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

## Instructions for the HOME Match Report

### Applicability:

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

### Timing:

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

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

The participating jurisdiction also keeps a copy.

### Instructions for Part II:

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

3. **Total match available for current Federal fiscal year:** The sum of excess match carried over from the prior Federal fiscal year (Part II, line 1) and the total match contribution for the current Federal fiscal year (Part II, line 2). This sum is the total match available for the Federal fiscal year.
4. **Match liability for current Federal fiscal year:** The amount of match liability is available from HUD and is provided periodically to PJs. The match must be provided in the current year. The amount of match that must be provided is based on the amount of HOME funds drawn from the U.S. Treasury for HOME projects. The amount of match required equals 25% of the amount drawn down for HOME projects during the Federal fiscal year. Excess match may be carried over and used to meet match liability for subsequent years (see Part II line 5). Funds drawn down for administrative costs, CHDO operating expenses, and CHDO capacity building do not have to be matched. Funds drawn down for CHDO seed money and/or technical assistance loans do not have to be matched if the project does not go forward. A jurisdiction is allowed to get a partial reduction (50%) of match if it meets one of two statutory distress criteria, indicating "fiscal distress," or else a full reduction (100%) of match if it meets both criteria, indicating "severe fiscal distress."

The two criteria are poverty rate (must be equal to or greater than 125% of the average national family poverty rate to qualify for a reduction) and per capita income (must be less than 75% of the national average per capita income to qualify for a reduction). In addition, a jurisdiction can get a full reduction if it is declared a disaster area under the Robert T. Stafford Disaster Relief and Emergency Act.

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

### Instructions for Part III:

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

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

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

Non-HOME-assisted affordable housing is investment in housing not assisted by HOME funds that would qualify as "affordable housing" under the HOME Program definitions. "NON" funds must be contributed to a specific project; it is not sufficient to make a contribution to an entity engaged in developing affordable housing. [§92.219(b)]

2. **Date of Contribution:** Enter the date of contribution. Multiple entries may be made on a single line as long as the contributions were made during the current fiscal year. In such cases, if the contributions were made at different dates during the year, enter the date of the last contribution.

3. **Cash:** Cash contributions from non-Federal resources. This means the funds are contributed permanently to the HOME Program regardless of the form of investment the jurisdiction provides to a project. Therefore all repayment, interest, or other return on investment of the contribution must be deposited in the PJ's HOME account to be used for HOME projects. The PJ, non-Federal public entities (State/local governments), private entities, and individuals can make contributions. The grant equivalent of a below-market interest rate loan to the project is eligible when the loan is not repayable to the PJ's HOME account. [§92.220(a)(1)] In addition, a cash contribution can count as match if it is used for eligible costs defined under §92.206 (except administrative costs and CHDO operating expenses) or under §92.209, or for the following non-eligible costs: the value of non-Federal funds used to remove and relocate ECHO units to accommodate eligible tenants, a project reserve account for replacements, a project reserve account for unanticipated increases in operating costs, operating subsidies, or costs relating to the portion of a mixed-income or mixed-use project not related to the affordable housing units. [§92.219(c)]

4. **Foregone Taxes, Fees, Charges:** Taxes, fees, and charges that are normally and customarily charged but have been waived, foregone, or deferred in a manner that achieves affordability of the HOME-assisted housing. This includes State tax credits for low-income housing development. The amount of real estate taxes may be based on the

post-improvement property value. For those taxes, fees, or charges given for future years, the value is the present discounted cash value. [§92.220(a)(2)]

5. **Appraised Land/Real Property:** The appraised value, before the HOME assistance is provided and minus any debt burden, lien, or other encumbrance, of land or other real property, not acquired with Federal resources. The appraisal must be made by an independent, certified appraiser. [§92.220(a)(3)]

6. **Required Infrastructure:** The cost of investment, not made with Federal resources, in on-site and off-site infrastructure directly required for HOME-assisted affordable housing. The infrastructure must have been completed no earlier than 12 months before HOME funds were committed. [§92.220(a)(4)]

7. **Site preparation, Construction materials, Donated labor:** The reasonable value of any site-preparation and construction materials, not acquired with Federal resources, and any donated or voluntary labor (see §92.354(b)) in connection with the site-preparation for, or construction or rehabilitation of, affordable housing. The value of site-preparation and construction materials is determined in accordance with the PJ's cost estimate procedures. The value of donated or voluntary labor is determined by a single rate ("labor rate") to be published annually in the Notice Of Funding Availability (NOFA) for the HOME Program. [§92.220(6)]

8. **Bond Financing:** Multifamily and single-family project bond financing must be validly issued by a State or local government (or an agency, instrumentality, or political subdivision thereof). 50% of a loan from bond proceeds made to a multifamily affordable housing project owner can count as match. 25% of a loan from bond proceeds made to a single-family affordable housing project owner can count as match. Loans from all bond proceeds, including excess bond match from prior years, may not exceed 25% of a PJ's total annual match contribution. [§92.220(a)(5)] The amount in excess of the 25% cap for bonds may carry over, and the excess will count as part of the statutory limit of up to 25% per year. Requirements regarding

bond financing as an eligible source of match will be available upon publication of the implementing regulation early in FY 1994.

9. **Total Match:** Total of items 3 through 8. This is the total match contribution for each project identified in item 1.

**Ineligible forms of match include:**

1. Contributions made with or derived from Federal resources e.g. CDBG funds [§92.220(b)(1)]

2. Interest rate subsidy attributable to the Federal tax-exemption on financing or the value attributable to Federal tax credits [§92.220(b)(2)]

3. Contributions from builders, contractors or investors, including owner equity, involved with HOME-assisted projects. [§92.220(b)(3)]

4. Sweat equity [§92.220(b)(4)]

5. Contributions from applicants/recipients of HOME assistance [§92.220(b)(5)]

6. Fees/charges that are associated with the HOME Program only, rather than normally and customarily charged on all transactions or projects [§92.220(a)(2)]

7. Administrative costs

# Annual Performance Report HOME Program

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

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

Public reporting burden for this collection of information is estimated to average 2.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

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

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

Submit this form on or before December 31.	This report is for period (mm/dd/yyyy)		Date Submitted (mm/dd/yyyy)
Send one copy to the appropriate HUD Field Office and one copy to: <b>HOME Program, Rm 7176, 451 7th Street, S.W., Washington D.C. 20410</b>	Starting 10/01/2013	Ending 09/30/2014	12/29/2014

## Part I Participant Identification

1. Participant Number B-13-MC-28-0200	2. Participant Name City of Jackson		
3. Name of Person completing this report Valerie Tucker	4. Phone Number (Include Area Code) 601-960-4238		
5. Address P. O. Box 17	6. City Jackson	7. State MS	8. Zip Code 39205

## Part II Program Income

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

1. Balance on hand at Beginning of Reporting Period	2. Amount received during Reporting Period	3. Total amount expended during Reporting Period	4. Amount expended for Tenant-Based Rental Assistance	5. Balance on hand at end of Reporting Period (1 + 2 - 3) = 5
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## Part III Minority Business Enterprises (MBE) and Women Business Enterprises (WBE)

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

	a. Total	Minority Business Enterprises (MBE)			f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	
<b>A. Contracts</b>					
1. Number	3	0	0	3	0
2. Dollar Amount	\$45,187	0	0	\$45,187	\$45,187
<b>B. Sub-Contracts</b>					
1. Number	6	0	0	1	0
2. Dollar Amount	\$3,783.71	0	0	\$700.00	0
	a. Total	b. Women Business Enterprises (WBE)	c. Male		
<b>C. Contracts</b>					
1. Number	3	0	3		
2. Dollar Amount	\$45,187		\$45,187		
<b>D. Sub-Contracts</b>					
1. Number	6	1	5		
2. Dollar Amounts	\$3,783.71	\$87.74	\$3,695.97		

**Part IV Minority Owners of Rental Property**

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

	a. Total	Minority Property Owners				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
1. Number	0					
2. Dollar Amount	0					

**Part V Relocation and Real Property Acquisition**

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

	a. Number	b. Cost
1. Parcels Acquired	1	27,835.91
2. Businesses Displaced	0	
3. Nonprofit Organizations Displaced	0	
4. Households Temporarily Relocated, not Displaced	2	\$6,472.29

Households Displaced	a. Total	Minority Business Enterprises (MBE)				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
5. Households Displaced - Number	0					
6. Households Displaced - Cost	0					



**PART I: SUMMARY OF CDBG RESOURCES**

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	5,058,004.35
02 ENTITLEMENT GRANT	1,822,410.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	232,278.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 RETURNS	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	7,112,692.35

**PART II: SUMMARY OF CDBG EXPENDITURES**

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	2,920,938.80
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	2,920,938.80
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	263,719.97
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	3,184,658.77
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	3,928,033.58

**PART III: LOWMOD BENEFIT THIS REPORTING PERIOD**

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	2,918,938.80
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	2,918,938.80
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	99.93%

**LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS**

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

**PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS**

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	268,012.60
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	268,012.60
32 ENTITLEMENT GRANT	1,822,410.00
33 PRIOR YEAR PROGRAM INCOME	24,498.26
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,846,908.26
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	14.51%

**PART V: PLANNING AND ADMINISTRATION (PA) CAP**

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	263,719.97
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	263,719.97
42 ENTITLEMENT GRANT	1,822,410.00
43 CURRENT YEAR PROGRAM INCOME	232,278.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	2,054,688.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	12.84%



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2013  
 JACKSON , MS

DATE: 12-29-14  
 TIME: 16:56  
 PAGE: 2

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

Report returned no data.

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

Report returned no data.

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2011	5	2226	5672888	Eubanks Creek Phase IV Drainage improvements	03I	LMA	\$38,710.58
2011	5	2226	5700966	Eubanks Creek Phase IV Drainage improvements	03I	LMA	\$2,836.64
2012	1	2285	5621352	Neighborhood Services Division	14H	LMH	\$183.53
2012	1	2285	5672874	Neighborhood Services Division	14H	LMH	\$118,642.56
2012	1	2285	5672876	Neighborhood Services Division	14H	LMH	\$56.87
2012	1	2285	5672877	Neighborhood Services Division	14H	LMH	\$146.65
2012	1	2285	5672878	Neighborhood Services Division	14H	LMH	\$94.23
2012	1	2285	5672880	Neighborhood Services Division	14H	LMH	\$160.91
2012	1	2285	5672883	Neighborhood Services Division	14H	LMH	\$56.87
2012	1	2285	5672889	Neighborhood Services Division	14H	LMH	\$104.04
2012	1	2285	5672890	Neighborhood Services Division	14H	LMH	\$161.12
2012	1	2285	5672891	Neighborhood Services Division	14H	LMH	\$166.23
2012	1	2285	5672892	Neighborhood Services Division	14H	LMH	\$415.78
2012	1	2285	5672908	Neighborhood Services Division	14H	LMH	\$332.46
2012	1	2285	5673197	Neighborhood Services Division	14H	LMH	\$224.22
2012	1	2285	5673199	Neighborhood Services Division	14H	LMH	\$104.18
2012	1	2285	5673200	Neighborhood Services Division	14H	LMH	\$1,604.00
2012	1	2285	5676474	Neighborhood Services Division	14H	LMH	\$104.18
2012	1	2285	5695808	Neighborhood Services Division	14H	LMH	\$19,214.96
2012	4	2288	5700984	Housing Rehab	14A	LMH	\$25,038.49
2012	9	2279	5672874	Small Business Dev grant/admin 18k	18A	LMA	\$14,717.46
2012	9	2279	5695808	Small Business Dev grant/admin 18k	18A	LMA	\$2,940.22
2012	9	2443	5676474	Swell Mix, Inc dba Studio Chane	18A	LMA	\$7,875.00
2012	12	2291	5719482	Lake Hico Park	03F	LMA	\$11,384.00
2012	13	2461	5714860	Sheppard Park Belvedere	03	LMA	\$40,092.00
2012	14	2293	5711762	Brookwood Dr Bridge Replacement	03K	LMA	\$169,275.61
2012	14	2293	5738952	Brookwood Dr Bridge Replacement	03K	LMA	\$42,540.75
2012	14	2293	5746892	Brookwood Dr Bridge Replacement	03K	LMA	\$44,041.60
2013	1	2434	5710463	Summer Youth Employment Program	05H	LMC	\$17,914.22
2013	1	2434	5742025	Summer Youth Employment Program	05H	LMC	\$52,840.03
2013	2	2435	5695951	Americorp Capital City Rebuild	05H	LMCSV	\$42,249.84
2013	2	2435	5714862	Americorp Capital City Rebuild	05H	LMCSV	\$7,750.16
2013	3	2447	5700908	Bethlehem Center, Inc	05L	LMC	\$7,896.00
2013	3	2447	5705266	Bethlehem Center, Inc	05L	LMC	\$2,688.00
2013	3	2447	5711762	Bethlehem Center, Inc	05L	LMC	\$1,344.00
2013	3	2447	5738952	Bethlehem Center, Inc	05L	LMC	\$572.00
2013	3	2448	5695954	Karitas Day Care-Catholic Charities	05L	LMC	\$12,500.00
2013	3	2449	5695954	Rape Crisis Center-Catholic Charities	05	LMC	\$3,394.58
2013	3	2449	5705266	Rape Crisis Center-Catholic Charities	05	LMC	\$484.94
2013	3	2449	5711762	Rape Crisis Center-Catholic Charities	05	LMC	\$484.94
2013	3	2449	5728091	Rape Crisis Center-Catholic Charities	05	LMC	\$503.00
2013	3	2449	5736495	Rape Crisis Center-Catholic Charities	05	LMC	\$503.00
2013	3	2449	5741903	Rape Crisis Center-Catholic Charities	05	LMC	\$1,879.54
2013	3	2450	5695954	Second Stage Housing-Catholic Charities	05G	LMC	\$5,556.83
2013	3	2450	5700966	Second Stage Housing-Catholic Charities	05G	LMC	\$1,399.26
2013	3	2450	5705266	Second Stage Housing-Catholic Charities	05G	LMC	\$1,331.03
2013	3	2450	5711762	Second Stage Housing-Catholic Charities	05G	LMC	\$1,363.48



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2013  
 JACKSON , MS

DATE: 12-29-14  
 TIME: 16:56  
 PAGE: 3

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	3	2450	5728091	Second Stage Housing-Catholic Charities	05G	LMC	\$2,409.24
2013	3	2450	5736495	Second Stage Housing-Catholic Charities	05G	LMC	\$2,940.16
2013	3	2451	5695954	Shelter for Battered Families	05G	LMC	\$1,687.21
2013	3	2451	5705266	Shelter for Battered Families	05G	LMC	\$1,358.11
2013	3	2451	5711762	Shelter for Battered Families	05G	LMC	\$2,750.00
2013	3	2451	5728091	Shelter for Battered Families	05G	LMC	\$3,704.68
2013	3	2451	5736495	Shelter for Battered Families	05G	LMC	\$5,500.00
2013	3	2452	5695958	Deliver Me Senior Support Service	05A	LMC	\$6,862.28
2013	3	2452	5700966	Deliver Me Senior Support Service	05A	LMC	\$637.72
2013	3	2453	5695958	Harbor House Chemical Dependency	05F	LMC	\$10,913.71
2013	3	2453	5700984	Harbor House Chemical Dependency	05F	LMC	\$1,484.86
2013	3	2453	5711762	Harbor House Chemical Dependency	05F	LMC	\$3,635.65
2013	3	2453	5736495	Harbor House Chemical Dependency	05F	LMC	\$1,421.78
2013	3	2454	5700908	HEED -Housing Ed and Econ Dev, inc	05	LMC	\$8,864.65
2013	3	2454	5705266	HEED -Housing Ed and Econ Dev, inc	05	LMC	\$3,635.35
2013	3	2455	5695954	Jamboree Child Development Center	05L	LMC	\$6,310.00
2013	3	2455	5705266	Jamboree Child Development Center	05L	LMC	\$1,900.00
2013	3	2455	5710459	Jamboree Child Development Center	05L	LMC	\$1,150.00
2013	3	2455	5741903	Jamboree Child Development Center	05L	LMC	\$3,104.00
2013	3	2456	5695958	YMCA-I S Sanders	05L	LMC	\$15,000.00
2013	3	2457	5710459	Midtown Partners	05D	LMC	\$1,507.62
2013	3	2457	5711762	Midtown Partners	05D	LMC	\$2,777.29
2013	3	2457	5731618	Midtown Partners	05D	LMC	\$845.77
2013	3	2457	5736944	Midtown Partners	05D	LMC	\$2,002.67
2013	3	2458	5695746	Operation ShoeString, Inc	05D	LMC	\$9,955.00
2013	3	2460	5700966	Alcohol Service Center, Inc	05F	LMC	\$175.99
2013	3	2460	5700984	Alcohol Service Center, Inc	05F	LMC	\$17.60
2013	3	2460	5705266	Alcohol Service Center, Inc	05F	LMC	\$635.18
2013	3	2460	5711762	Alcohol Service Center, Inc	05F	LMC	\$773.83
2013	3	2460	5721497	Alcohol Service Center, Inc	05F	LMC	\$996.23
2013	3	2460	5736495	Alcohol Service Center, Inc	05F	LMC	\$121.37
2013	3	2460	5738952	Alcohol Service Center, Inc	05F	LMC	\$279.80
2013	5	2436	5695808	Neighbor Services Division	14H	LMH	\$25,260.44
2013	5	2436	5695817	Neighbor Services Division	14H	LMH	\$21.38
2013	5	2436	5695821	Neighbor Services Division	14H	LMH	\$226.97
2013	5	2436	5695830	Neighbor Services Division	14H	LMH	\$186.77
2013	5	2436	5695958	Neighbor Services Division	14H	LMH	\$3,155.08
2013	5	2436	5700908	Neighbor Services Division	14H	LMH	\$1,808.39
2013	5	2436	5700917	Neighbor Services Division	14H	LMH	\$10,681.02
2013	5	2436	5700966	Neighbor Services Division	14H	LMH	\$217.68
2013	5	2436	5700967	Neighbor Services Division	14H	LMH	\$1,032.99
2013	5	2436	5700984	Neighbor Services Division	14H	LMH	\$1,197.15
2013	5	2436	5700990	Neighbor Services Division	14H	LMH	\$807.90
2013	5	2436	5705265	Neighbor Services Division	14H	LMH	\$366.94
2013	5	2436	5705266	Neighbor Services Division	14H	LMH	\$51.73
2013	5	2436	5710463	Neighbor Services Division	14H	LMH	\$17,059.06
2013	5	2436	5711762	Neighbor Services Division	14H	LMH	\$140.45
2013	5	2436	5714860	Neighbor Services Division	14H	LMH	\$1,822.79
2013	5	2436	5714867	Neighbor Services Division	14H	LMH	\$8,951.28
2013	5	2436	5717127	Neighbor Services Division	14H	LMH	\$371.61
2013	5	2436	5719482	Neighbor Services Division	14H	LMH	\$237.00
2013	5	2436	5721497	Neighbor Services Division	14H	LMH	\$178.47
2013	5	2436	5722035	Neighbor Services Division	14H	LMH	\$10,314.07
2013	5	2436	5728091	Neighbor Services Division	14H	LMH	\$121.35
2013	5	2436	5728977	Neighbor Services Division	14H	LMH	\$56.87
2013	5	2436	5731618	Neighbor Services Division	14H	LMH	\$80.94
2013	5	2436	5736495	Neighbor Services Division	14H	LMH	\$3.78



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2013  
 JACKSON , MS

DATE: 12-29-14  
 TIME: 16:56  
 PAGE: 4

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	5	2436	5736944	Neighbor Services Division	14H	LMH	\$81.92
2013	5	2436	5738948	Neighbor Services Division	14H	LMH	\$330.85
2013	5	2436	5738952	Neighbor Services Division	14H	LMH	\$140.41
2013	5	2436	5738955	Neighbor Services Division	14H	LMH	\$25,606.19
2013	5	2436	5742050	Neighbor Services Division	14H	LMH	\$30.00
2013	13	2462	5705266	Fire Station Equipment and Station Rehab	03O	LMA	\$1,859,464.83
2013	13	2462	5710459	Fire Station Equipment and Station Rehab	03O	LMA	\$139,694.75
<b>Total</b>							<b>\$2,918,938.80</b>

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	1	2434	5710463	Summer Youth Employment Program	05H	LMC	\$17,914.22
2013	1	2434	5742025	Summer Youth Employment Program	05H	LMC	\$52,840.03
2013	2	2435	5695951	Americorp Capital City Rebuild	05H	LMCSV	\$42,249.84
2013	2	2435	5714862	Americorp Capital City Rebuild	05H	LMCSV	\$7,750.16
2013	3	2447	5700908	Bethlehem Center, Inc	05L	LMC	\$7,896.00
2013	3	2447	5705266	Bethlehem Center, Inc	05L	LMC	\$2,688.00
2013	3	2447	5711762	Bethlehem Center, Inc	05L	LMC	\$1,344.00
2013	3	2447	5738952	Bethlehem Center, Inc	05L	LMC	\$572.00
2013	3	2448	5695954	Karitas Day Care-Catholic Charities	05L	LMC	\$12,500.00
2013	3	2449	5695954	Rape Crisis Center-Catholic Charities	05	LMC	\$3,394.58
2013	3	2449	5705266	Rape Crisis Center-Catholic Charities	05	LMC	\$484.94
2013	3	2449	5711762	Rape Crisis Center-Catholic Charities	05	LMC	\$484.94
2013	3	2449	5728091	Rape Crisis Center-Catholic Charities	05	LMC	\$503.00
2013	3	2449	5736495	Rape Crisis Center-Catholic Charities	05	LMC	\$503.00
2013	3	2449	5741903	Rape Crisis Center-Catholic Charities	05	LMC	\$1,879.54
2013	3	2450	5695954	Second Stage Housing-Catholic Charities	05G	LMC	\$5,556.83
2013	3	2450	5700966	Second Stage Housing-Catholic Charities	05G	LMC	\$1,399.26
2013	3	2450	5705266	Second Stage Housing-Catholic Charities	05G	LMC	\$1,331.03
2013	3	2450	5711762	Second Stage Housing-Catholic Charities	05G	LMC	\$1,363.48
2013	3	2450	5728091	Second Stage Housing-Catholic Charities	05G	LMC	\$2,409.24
2013	3	2450	5736495	Second Stage Housing-Catholic Charities	05G	LMC	\$2,940.16
2013	3	2451	5695954	Shelter for Battered Families	05G	LMC	\$1,687.21
2013	3	2451	5705266	Shelter for Battered Families	05G	LMC	\$1,358.11
2013	3	2451	5711762	Shelter for Battered Families	05G	LMC	\$2,750.00
2013	3	2451	5728091	Shelter for Battered Families	05G	LMC	\$3,704.68
2013	3	2451	5736495	Shelter for Battered Families	05G	LMC	\$5,500.00
2013	3	2452	5695958	Deliver Me Senior Support Service	05A	LMC	\$6,862.28
2013	3	2452	5700966	Deliver Me Senior Support Service	05A	LMC	\$637.72
2013	3	2453	5695958	Harbor House Chemical Dependency	05F	LMC	\$10,913.71
2013	3	2453	5700984	Harbor House Chemical Dependency	05F	LMC	\$1,484.86
2013	3	2453	5711762	Harbor House Chemical Dependency	05F	LMC	\$3,635.65
2013	3	2453	5736495	Harbor House Chemical Dependency	05F	LMC	\$1,421.78
2013	3	2454	5700908	HEED -Housing Ed and Econ Dev, inc	05	LMC	\$8,864.65
2013	3	2454	5705266	HEED -Housing Ed and Econ Dev, inc	05	LMC	\$3,635.35
2013	3	2455	5695954	Jamboree Child Development Center	05L	LMC	\$6,310.00
2013	3	2455	5705266	Jamboree Child Development Center	05L	LMC	\$1,900.00
2013	3	2455	5710459	Jamboree Child Development Center	05L	LMC	\$1,150.00
2013	3	2455	5741903	Jamboree Child Development Center	05L	LMC	\$3,104.00
2013	3	2456	5695958	YMCA-I S Sanders	05L	LMC	\$15,000.00
2013	3	2457	5710459	Midtown Partners	05D	LMC	\$1,507.62
2013	3	2457	5711762	Midtown Partners	05D	LMC	\$2,777.29
2013	3	2457	5731618	Midtown Partners	05D	LMC	\$845.77
2013	3	2457	5736944	Midtown Partners	05D	LMC	\$2,002.67



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2013  
 JACKSON , MS

DATE: 12-29-14  
 TIME: 16:56  
 PAGE: 5

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	3	2458	5695746	Operation ShoeString, Inc	05D	LMC	\$9,955.00
2013	3	2460	5700966	Alcohol Service Center, Inc	05F	LMC	\$175.99
2013	3	2460	5700984	Alcohol Service Center, Inc	05F	LMC	\$17.60
2013	3	2460	5705266	Alcohol Service Center, Inc	05F	LMC	\$635.18
2013	3	2460	5711762	Alcohol Service Center, Inc	05F	LMC	\$773.83
2013	3	2460	5721497	Alcohol Service Center, Inc	05F	LMC	\$996.23
2013	3	2460	5736495	Alcohol Service Center, Inc	05F	LMC	\$121.37
2013	3	2460	5738952	Alcohol Service Center, Inc	05F	LMC	\$279.80
<b>Total</b>							<b>\$268,012.60</b>

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

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2012	15	2289	5621352	Office of Housing and Comm Dev	21A		\$183.52
2012	15	2289	5672874	Office of Housing and Comm Dev	21A		\$45,194.07
2012	15	2289	5672878	Office of Housing and Comm Dev	21A		\$68.19
2012	15	2289	5672879	Office of Housing and Comm Dev	21A		\$61.98
2012	15	2289	5672880	Office of Housing and Comm Dev	21A		\$83.34
2012	15	2289	5672883	Office of Housing and Comm Dev	21A		\$34.44
2012	15	2289	5672889	Office of Housing and Comm Dev	21A		\$83.34
2012	15	2289	5672890	Office of Housing and Comm Dev	21A		\$94.82
2012	15	2289	5672891	Office of Housing and Comm Dev	21A		\$177.71
2012	15	2289	5672892	Office of Housing and Comm Dev	21A		\$415.78
2012	15	2289	5672908	Office of Housing and Comm Dev	21A		\$288.04
2012	15	2289	5673196	Office of Housing and Comm Dev	21A		\$11.49
2012	15	2289	5673199	Office of Housing and Comm Dev	21A		\$21.41
2012	15	2289	5673200	Office of Housing and Comm Dev	21A		\$401.00
2012	15	2289	5676474	Office of Housing and Comm Dev	21A		\$83.40
2012	15	2289	5695808	Office of Housing and Comm Dev	21A		\$11,932.02
2012	15	2289	5695821	Office of Housing and Comm Dev	21A		\$146.38
2012	15	2289	5695830	Office of Housing and Comm Dev	21A		\$200.29
2012	15	2289	5695954	Office of Housing and Comm Dev	21A		\$5.82
2012	15	2289	5695958	Office of Housing and Comm Dev	21A		\$1,218.43
2012	15	2289	5700908	Office of Housing and Comm Dev	21A		\$1,669.72
2012	15	2289	5700917	Office of Housing and Comm Dev	21A		\$12,488.48
2012	15	2289	5700966	Office of Housing and Comm Dev	21A		\$249.92
2012	15	2289	5700967	Office of Housing and Comm Dev	21A		\$310.07
2012	15	2289	5700984	Office of Housing and Comm Dev	21A		\$329.87
2012	15	2289	5700990	Office of Housing and Comm Dev	21A		\$567.92
2012	16	2290	5621352	Development Assistance Div	21A		\$183.52
2012	16	2290	5672874	Development Assistance Div	21A		\$41,675.05
2012	16	2290	5672878	Development Assistance Div	21A		\$854.95
2012	16	2290	5672879	Development Assistance Div	21A		\$440.20
2012	16	2290	5672880	Development Assistance Div	21A		\$629.34
2012	16	2290	5672883	Development Assistance Div	21A		\$360.11
2012	16	2290	5672889	Development Assistance Div	21A		\$165.26
2012	16	2290	5672890	Development Assistance Div	21A		\$534.44
2012	16	2290	5672891	Development Assistance Div	21A		\$2,509.81
2012	16	2290	5672892	Development Assistance Div	21A		\$1,051.72
2012	16	2290	5672908	Development Assistance Div	21A		\$661.98
2012	16	2290	5673196	Development Assistance Div	21A		\$121.74
2012	16	2290	5673197	Development Assistance Div	21A		\$361.75
2012	16	2290	5673199	Development Assistance Div	21A		\$160.91
2012	16	2290	5673200	Development Assistance Div	21A		\$3,160.00
2012	16	2290	5676474	Development Assistance Div	21A		\$165.38



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2013  
 JACKSON , MS

DATE: 12-29-14  
 TIME: 16:56  
 PAGE: 6

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2012	16	2290	5695442	Development Assistance Div	21A		\$28,160.00
2012	16	2290	5695808	Development Assistance Div	21A		\$11,712.64
2012	16	2290	5695821	Development Assistance Div	21A		\$173.26
2012	16	2290	5695830	Development Assistance Div	21A		\$296.11
2012	16	2290	5695953	Development Assistance Div	21A		\$1,710.25
2012	16	2290	5695958	Development Assistance Div	21A		\$2,600.41
2012	16	2290	5695966	Development Assistance Div	21A		\$4,572.56
2012	16	2290	5700908	Development Assistance Div	21A		\$664.32
2012	16	2290	5700917	Development Assistance Div	21A		\$26,452.29
2012	16	2290	5700966	Development Assistance Div	21A		\$2,422.75
2012	16	2290	5700967	Development Assistance Div	21A		\$1,298.48
2012	16	2290	5700984	Development Assistance Div	21A		\$1,113.14
2012	16	2290	5700990	Development Assistance Div	21A		\$115.34
2012	16	2290	5705265	Development Assistance Div	21A		\$363.55
2012	16	2290	5707052	Development Assistance Div	21A		\$310.07
2012	16	2290	5710459	Development Assistance Div	21A		\$66.75
2012	16	2290	5711762	Development Assistance Div	21A		\$1,500.39
2012	16	2290	5714860	Development Assistance Div	21A		\$1,440.66
2012	16	2290	5714867	Development Assistance Div	21A		\$14,840.64
2012	16	2290	5717127	Development Assistance Div	21A		\$401.36
2012	16	2290	5722035	Development Assistance Div	21A		\$13,244.55
2012	16	2290	5728977	Development Assistance Div	21A		\$237.00
2012	16	2290	5731618	Development Assistance Div	21A		\$259.42
2012	16	2290	5736944	Development Assistance Div	21A		\$284.67
2012	16	2290	5738948	Development Assistance Div	21A		\$155.55
2012	16	2290	5738952	Development Assistance Div	21A		\$322.64
2012	16	2290	5738955	Development Assistance Div	21A		\$391.74
2012	16	2290	5741903	Development Assistance Div	21A		\$123.74
2013	8	2438	5673197	OHCD administration	21A		\$167.35
2013	8	2438	5700990	OHCD administration	21A		\$296.65
2013	8	2438	5705265	OHCD administration	21A		\$11.49
2013	8	2438	5711762	OHCD administration	21A		\$264.22
2013	8	2438	5714860	OHCD administration	21A		\$1,073.84
2013	8	2438	5714867	OHCD administration	21A		\$6,529.10
2013	8	2438	5717127	OHCD administration	21A		\$261.13
2013	8	2438	5721497	OHCD administration	21A		\$103.97
2013	8	2438	5722035	OHCD administration	21A		\$6,793.79
2013	8	2438	5724429	OHCD administration	21A		\$863.28
2013	8	2438	5728091	OHCD administration	21A		\$260.81
2013	8	2438	5731618	OHCD administration	21A		\$223.63
2013	8	2438	5736495	OHCD administration	21A		\$908.55
2013	8	2438	5736944	OHCD administration	21A		\$72.64
2013	8	2438	5738948	OHCD administration	21A		\$42.53
2013	8	2438	5738952	OHCD administration	21A		\$73.76
2013	8	2438	5741903	OHCD administration	21A		\$11.80
2013	8	2438	5744226	OHCD administration	21A		\$512.70
2013	8	2438	5746892	OHCD administration	21A		\$656.84
<b>Total</b>							<b>\$263,719.97</b>



# Housing Opportunities for Persons with AIDS (HOPWA) Program

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

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

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.

**Table of Contents**

**PART 1: Grantee Executive Summary**

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

**PART 2: Sources of Leveraging and Program Income**

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

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

**PART 4: Summary of Performance Outcomes**

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

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

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

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

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

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

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

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

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

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

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

**Definitions**

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

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

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

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

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

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

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

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

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

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

“grassroots.”

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

HUD Funding → Grantee → Project Sponsor

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

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

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

HUD Funding → Grantee → Project Sponsor → Subrecipient

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

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

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

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

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

## 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

HUD Grant Number		Operating Year for this report From (mm/dd/yy) 10/01/13 To (mm/dd/yy) 09/30/14		
Grantee Name City of Jackson				
Business Address		P.O. Box 17		
City, County, State, Zip		Jackson	Hinds	MS 39205
Employer Identification Number (EIN) or Tax Identification Number (TIN)		64-600050		
DUN & Bradstreet Number (DUNs):		199732731	Central Contractor Registration (CCR): Is the grantee's CCR status currently active? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide CCR Number:	
*Congressional District of Grantee's Business Address		2 <sup>nd</sup> Congressional District		
*Congressional District of Primary Service Area(s)		2 <sup>nd</sup> Congressional District (Hinds, Rankin, Madison, Copiah, Simpson Counties only)		
*City(ies) and County(ies) of Primary Service Area(s)		Cities: Bolton, Brandon, Braxton, Camden, Canton, Clinton, Crystal Springs, D'Lo, Edwards, Flora, Florence, Flowood, Gallman, Georgetown, Harrisville, Hazelhurst, Jackson, Learned, Madison, Magee, Mendenhall, Pearl, Pelahatchie, Piney Woods, Pinola, Pocahontas, Puckett, Raymond, Richland, Ridgeland, Sanatorium, Sandhill, Sharon, Star, Terry, Tougaloo, Utica, Wesson, Whitfield. Counties: Hinds, Rankin, Madison, Copiah, Simpson		
Organization's Website Address		Is there a waiting list(s) for HOPWA Housing Subsidy Assistance Services in the Grantee service Area? <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.*

Project Sponsor Agency Name <b>Mississippi State Department of Health</b>		Parent Company Name, if applicable	
Name and Title of Contact at Project Sponsor Agency	VaLencia Evans, Branch Director I		
Email Address	valencia.evans@msdh.state.ms.us		
Business Address	570 E. Woodrow Wilson P.O. Box 1700		
City, County, State, Zip,	Jackson, Hinds, MS, 39215		
Phone Number (with area code)	601-432-4855		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	64 6000775	Fax Number (with area code) 601-362-4782	
DUN & Bradstreet Number (DUNs):	809399892		
Congressional District of Project Sponsor's Business Address	2 <sup>nd</sup> Congressional District		
Congressional District(s) of Primary Service Area(s)	2 <sup>nd</sup> Congressional District (Hinds, Rankin, Madison, Copiah, Simpson Counties only)		
City(ies) and County(ies) of Primary Service Area(s)	Cities: Bolton, Brandon, Braxton, Camden, Canton, Clinton, Crystal Springs, D'Lo, Edwards, Flora, Florence, Flowood, Gallman, Georgetown, Harrisville, Hazelhurst, Jackson, Learned, Madison, Magee, Mendenhall, Pearl, Pelahatchie, Piney Woods, Pinola, Pocahontas, Puckett, Raymond, Richland, Ridgeland, Sanatorium, Sandhill, Sharon, Star, Terry, Tougaloo, Utica, Wesson, Whitfield. Counties: Hinds, Rankin, Madison, Copiah, Simpson		
Total HOPWA contract amount for this Organization for the operating year	\$ 1,113,446		
Organization's Website Address  www.healthyms.com	Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  If yes, explain in the narrative section how this list is administered.		
Is the sponsor a nonprofit organization? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>	Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  If yes, explain in the narrative section how this list is administered.		

**3. Administrative Subrecipient Information**

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

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

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

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

**4. Program Subrecipient Information**

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

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

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

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

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

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

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

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

The City of Jackson collaborates with the Mississippi State Department of Health to provide scattered-site housing assistance through Emergency Short-term Rental Assistance and Long-term Rental Assistance.

The goal of the HOPWA program is to maximize independent living and self-determination for people living with HIV disease and their families. These goals are accomplished by providing scattered-site housing assistance with emergency Short-term Rental Mortgage and Utility (STRMU) and long-term rental assistance through the Tenant Based Rental Assistance (TBRA). The goals should maintain people with HIV disease in stable housing and assure that low-income people with HIV/AIDS receive appropriate health care. The following goals and objectives reflect the activities that were conducted during the funding period of October 1, 2013 through September 30, 2014:

#### **Goal One: Provide Short-Term Emergency Housing Assistance.**

- Objective 1: Provide housing assistance for **450** persons with HIV, with an additional **150** persons in the family units. The total beneficiaries projected to receive housing assistance are a total of **600** persons (including additional family members). Between October 1, 2013 and September 30, 2014, HOPWA provided housing assistance for **31** persons living with HIV disease and **18** family members of persons living with HIV disease; hence **49** persons received housing assistance.
- Objective 2: Receive technical assistance and training to enhance the STRMU activity. The staff has received several on-site trainings, participated in conference calls and a listening session with Collaborative Solutions to strengthen its role in providing emergency short-term assistance.

#### **Goal Two: Establish Tenant Based Rental Assistance (TBRA) Program**

- Objective 1: Establish a pilot program for long-term assistance to clients who are chronically unable to meet required conditions to have stable housing. The assistance would be provided to a maximum of **15** clients with long term housing assistance. During the reporting period of October 1, 2013 through September 30, 2014, HOPWA did not provide any person with long-term housing assistance through the pilot program.
- Objective 2: Receive technical assistance and training to implement pilot TBRA activity. Collaborative Solutions provided training to begin the implementation of providing clients with longer assistance than the 21 weeks that is provided through short-term. The implementation process has been more complex than anticipated to assist clients with comprehensive housing assistance. Clients need more case management services to ensure the proper decisions are made to stabilize their housing situation.

#### **Goal Three: Facilitate linkage to supportive services provided by MSDH HIV and CAPUS Case Managers**

- Objective 1: Maintain communication and schedule meetings between clients and Ryan White funded Case Managers. Presently, HIV Case Managers provide medical case management and assist clients to ensure timely access to HIV care and enhance independence, including access to stable housing. During the program year, HIV and CAPUS Case Managers provided case management to **31** clients.
- Objective 2: Make referrals for doctor's appointments. Assist clients to obtain other available resources and offer options that assure the seamless continuum of care. Of the **31** clients that received housing assistance, **17** persons were maintained in care (based on medical insurance, ADAP participation, and kept scheduled appointments).
- Objective 3: Assist clients to develop active relationships with HIV and CAPUS Case Managers for assistance with employment, utility assistance and other basic needs. There were a total of **29** clients who maintained a source of income.

Ryan White Part B funding may provide supportive services for eligible HOPWA recipients in each of nine Public Health

Districts in Mississippi. Coordination of HOPWA is consistent on a statewide basis with the provisions set forth by Section 8 housing standards to include all regional and local housing authorities in the state of Mississippi.

**Goal Four: Increase access to permanent housing for low income PLWHA through the provision of Permanent Housing Placement (PHP) Activities.**

Objective One: Implement permanent housing placement (PHP) activity. This activity would allow assistance to place an individual or household with income or a housing assistance in permanent housing, such as a security deposit, application fees, credit checks or realtor fees. The activity would provide assistance to 15 clients. HOPWA did provide 1 person with permanent housing placement assistance through the pilot program.

Objective Two: Households assisted with permanent housing placement will have greater access to permanent housing and will experience greater housing stability. During the program year, we assisted one client with permanent housing placement. As the pilot activities of permanent housing placement are implemented and more clients access PHP, Case Managers and housing staff will follow up with clients. This process would verify if the results of receiving permanent housing placement allowed clients to become more stable.

**Goal Five: Facilitate Resource Identification**

Objective One: Coordinate and collaborate with a vendor to conduct an impact study or needs assessment for housing and provide the agency with data analysis results. MSDH worked with Collaborative Solutions to interpret data from previous HIV/AIDS Coordinated Statement of Needs, Ryan White Planning Council minutes, HIV/AIDS Prevention Council, focus groups of targeted population, and surrounding states' needs assessments and national data and assessments.

Objective Two: Based on the needs assessment, collaborate with agencies to establish, coordinate and develop housing assistance resources available in the state. MSDH obtained the needs assessment and reviewed state's HOPWA program structure and activities. MSDH developed strategies to build housing resources, organizations' collaboration capacity and coordination of project sponsors to provide a variety of housing assistance services.

**Goal Six: Technical Assistance to strengthen the HOPWA program**

Objective One: Receive technical assistance and training from HUD to ensure that HOPWA activities are prioritized for eligible clients and meet federal policies and regulations. Technical assistance was facilitated by Collaborative Solutions and HUD.

Objective Two: Receive technical assistance and training from HUD to enable MSDH, City of Jackson and Community-Based Organizations' (CBO) staff to establish and strengthen the HOPWA program. MSDH received TA from Collaborative Solutions during the program year until March 2014. As a result, MSDH wrote and released a Request for Proposals (RFP). CBOs who were interested in delivering services to clients submitted their proposals. An impartial committee conducted an objective review of the proposals and selected the sub awardees.

**b. Annual Performance under the Action Plan**

Provide a narrative addressing each of the following four items:

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

The Mississippi State Department of Health Housing Assistance Program provided housing assistance to 31 clients and their families. A key challenge is clients' compliance and obtaining documented information that demonstrates the clients' emergency or crisis situations. Of significance is an increase in assistance to clients who live in rural areas. Ryan White and CAPUS funded Case Managers work in the public health districts and assist clients with medical care compliance and adherence, re-engagement to care, HOPWA applications and enrollment and other supportive social services as needed.

**2. Outcomes Assessed.** Assess your program's success in enabling HOPWA beneficiaries to establish and/or better maintain a stable living environment in housing that is safe, decent, and sanitary, and improve access to care. Compare current year results to baseline results for clients. Describe how program activities/projects contributed to meeting stated goals. If program did not

achieve expected targets, please describe how your program plans to address challenges in program implementation and the steps currently being taken to achieve goals in next operating year. If your program exceeded program targets, please describe strategies the program utilized and how those contributed to program successes.

The HOPWA Program goals are to maximize independent living, encourage maximum self-determination, and provide supportive services for the clients to achieve affordable and stable housing. The program did provide assistance to thirty (30) clients through emergency, short-term activity and one (1) client received permanent housing placement assistance. The goals of providing short-term (STRMU) to 450, long-term (TBRA) to 15, and permanent housing to 15 PLWHA were not met this reporting period. In order to extend the reach to our PLWHA's population and diversify activities beyond STRMU, we acted on a recommendation to release a request for proposals for community base organizations to implement HOPWA program activities. Clients will have access to a variety of housing options through HOPWA as well as through mainstream housing assistance programs.

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

The STD/HIV program works collaboratively with several non-profit organizations and community programs to maximize access to the available HIV services in the community. The community partners include Building Bridges, Department of Mental Health, Hinds County Human Resource Agency, G. A. Carmichael Family Health Center, Grace House, Mississippi In Action, Open Arms Health Center operated by My Brother's Keeper, Salvation Army, Stewpot Community Services, and Southern AIDS Commission Inc., and University of Mississippi Medical Center (Adult Special Care Clinic, Pediatrics and Maternal Infectious Disease).

During the program year, the HOPWA staff and HIV Case Managers attend outreach activities, community programs, seminars, workshops and trainings. As a part of outreach in the community, G. A. Carmichael Health Center invited the staff to speak about the HOPWA Program at their Consumer Advisory Board for persons who are HIV/AIDS positive. At this event, the MSDH staff informed the group about stable housing assistance and its relationship to self-stability and continuum of care. The City of Jackson Office of Housing & Community Division held public hearings throughout the city for public input and comments on community housing programs. Hearings were conducted at local community centers from May 29 – June 6, 2014. A summary of the upcoming One Year Action Plan goals and objectives were announced as well as the current year's achievements and concerns. At the six scheduled meetings of the Ryan White Care and Services Planning Council, MSDH HOPWA staff provides program statistics and information.

HOPWA staff is opening communications with other organizations that provide housing assistance programs. MSDH works with Continuum of Care (CoC) organizations which receive some funding through the Emergency Solutions Grant (ESG) to assist people who may be homeless or are on the verge of becoming homeless. There are three organizations in the state, Partners to End Homelessness, Mississippi United to End Homelessness, and Open Doors. The referrals between the agency and CoC organizations provide more options to access other housing sources for clients who may not be eligible to receive assistance through the HOPWA program.

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

Technical Assistance (TA) resources are available. The MSDH staff has held several conference calls and some on-site training with Collaborative Solutions and Housing and Urban Development (HUD). A work plan was created as a course of action for the steps and methods to achieve maximum efforts to bring the state's program to utilize HOPWA funding according to federal guidelines. MSDH HOPWA staff also attends state agency and local trainings, seminars, and workshops, and frequently communicates with City of Jackson staff, Collaborative Solutions and local HUD personnel.

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

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

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

One of the barriers encountered is the lack of clients' understanding the importance of their individual housing plans and the need to implement those housing plans. During the intake process, HIV and CAPUS Case Managers counsel and assist clients with developing goals and actions to achieve stability with housing. All clients must complete an individual housing plan as a requirement to receive services through the HOPWA Program. The housing plan provides clients with a strategic plan and guide towards housing stability.

A barrier that persists is the inclusion of family members' income when determining eligibility. On occasion, the addition of family member income with the client's income results in a total household income that makes the client ineligible. It is difficult to separate the client from the family composition even though he/she may be an adult family member with separate household expenses.

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.

When new cases of HIV are identified, MSDH HIV and CAPUS Case Managers provide eligible HIV positive individuals with information about their linkage to healthcare, retention and compliance with doctor appointments and medication treatment and social services. As the total number of people living with HIV increases, we anticipate an increased need by clients for housing case management services. Through assistance with supportive services, clients should be able to connect HOPWA housing and services programs with other mainstream housing programs (i.e. CoC, Section 8, Housing Authority, and etc.) through planning and program implementation to expand available housing resources throughout the City of Jackson MSA. Clients may be able to receive longer term assistance with housing beyond short-term (STRMU) assistance.

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

Ryan White Planning Council conducted a needs assessment study for clients with HIV/AIDS. The data showed that assistance with housing was listed among the top three factors that are a priority for clients, along with healthcare and dental assistance.

**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.*

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

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

1. Total number of households that have unmet housing subsidy assistance need.	1,789
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)	15
b. Short-Term Rent, Mortgage and Utility payments (STRMU)	1,774
• Assistance with rental costs	
• Assistance with mortgage payments	
• Assistance with utility costs.	
c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities	

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

<input checked="" type="checkbox"/> = Data as reported in the area Consolidated Plan, e.g. Table 1B, CPMP charts, and related narratives
<input type="checkbox"/> = Data established by area HIV/AIDS housing planning and coordination efforts, e.g. Continuum of Care
<input type="checkbox"/> = Data from client information provided in Homeless Management Information Systems (HMIS)
<input type="checkbox"/> = Data from project sponsors or housing providers, including waiting lists for assistance or other assessments on need 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 checked="" 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 d.*

**A. Source of Leveraging Chart**

[1] Source of Leveraging	[2] Amount of Leveraged Funds	[3] Type of Contribution	[4] Housing Subsidy Assistance or Other Support
Public Funding			
Ryan White-Part B	\$74,386.00	Case Management	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Ryan White-Other (AIDS Drugs Assistance Program)	\$98,423.57	ADAP/Medications	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Housing Choice Voucher Program			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Low Income Housing Tax Credit			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
HOME			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Shelter Plus Care			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Emergency Solutions Grant			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Private Funding			
Grants			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
In-kind Resources			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Funding			
Grantee/Project Sponsor/Subrecipient (Agency) Cash			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Resident Rent Payments by Client to Private Landlord			
<b>TOTAL (Sum of all Rows)</b>	<b>\$172,809.57</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)	\$0
2.	Resident Rent Payments made directly to HOPWA Program	\$0
3.	<b>Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)</b>	\$0

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

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

<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	\$0
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	\$0
3.	<b>Total Program Income Expended (Sum of Rows 1 and 2)</b>	\$0

**End of PART 2**

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

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

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

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

HOPWA Performance Planned Goal and Actual		[1] Output: Households				[2] Output: Funding	
		HOPWA Assistance		Leveraged Households		HOPWA Funds	
		a.	b.	c.	d.	e.	f.
		Goal	Actual	Goal	Actual	HOPWA Budget	HOPWA Actual
<b>HOPWA Housing Subsidy Assistance</b>		<b>[1] Output: Households</b>				<b>[2] Output: Funding</b>	
1.	Tenant-Based Rental Assistance	15	0			\$292,208.00	\$0.00
2a.	<b>Permanent Housing Facilities:</b> Received Operating Subsidies/Leased units (Households Served)						
2b.	<b>Transitional/Short-term Facilities:</b> Received Operating Subsidies/Leased units (Households Served) (Households Served)						
3a.	<b>Permanent Housing Facilities:</b> Capital Development Projects placed in service during the operating year (Households Served)						
3b.	<b>Transitional/Short-term Facilities:</b> Capital Development Projects placed in service during the operating year (Households Served)						
4.	Short-Term Rent, Mortgage and Utility Assistance	450	30			\$587,557.00	\$98,791.94
5.	Permanent Housing Placement Services	15	1			\$36,028.00	\$2,470.77
6.	Adjustments for duplication (subtract)						
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)	480	31			\$915,793.00	\$101,262.71
<b>Housing Development (Construction and Stewardship of facility based housing)</b>		<b>[1] Output: Housing Units</b>				<b>[2] Output: Funding</b>	
8.	Facility-based units; Capital Development Projects not yet opened (Housing Units)						
9.	Stewardship Units subject to 3 or 10 year use agreements						
10.	<b>Total Housing Developed</b> (Sum of Rows 8 & 9)						
<b>Supportive Services</b>		<b>[1] Output Households</b>				<b>[2] Output: Funding</b>	
11a.	Supportive Services provided by project sponsors/subrecipient that also delivered HOPWA housing subsidy assistance					\$125,680.00	\$0.00
11b.	Supportive Services provided by project sponsors/subrecipient that only provided supportive services.						
12.	Adjustment for duplication (subtract)						
13.	<b>Total Supportive Services</b> (Columns a. – d. equal the sum of Rows 11 a. & b. minus Row 12; Columns e. and f. equal the sum of Rows 11a. & 11b.)					\$125,680.00	\$0.00
<b>Housing Information Services</b>		<b>[1] Output Households</b>				<b>[2] Output: Funding</b>	
14.	Housing Information Services						
15.	<b>Total Housing Information Services</b>						

Grant Administration and Other Activities		[1] Output: Households				[2] Output: Funding	
16.	Resource Identification to establish, coordinate and develop housing assistance resources					\$52,314.00	\$4,023.02
17.	Technical Assistance (if approved in grant agreement)						
18.	Grantee Administration (maximum 3% of total HOPWA grant)						
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					19,659.00	\$17,010.31
20.	<b>Total Grant Administration and Other Activities (Sum of Rows 17 – 20)</b>					\$71,973.00	\$21,033.33
<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>					\$1,113,446	\$122,296.04

## 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		
4.	Child care and other child services		
5.	Education		
6.	Employment assistance and training		
7.	Health/medical/intensive care services, if approved Note: Client records must conform with 24 CFR §574.310		
8.	Legal services		
9.	Life skills management (outside of case management)		
10.	Meals/nutritional services		
11.	Mental health services		
12.	Outreach		
13.	Transportation		
14.	Other Activity (if approved in grant agreement). Specify:		
15.	<b>Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)</b>		
16.	<b>Adjustment for Duplication (subtract)</b>		
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>		

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

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

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

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

Housing Subsidy Assistance Categories (STRMU)		[1] Output: Number of Households Served	[2] Output: Total HOPWA Funds Expended on STRMU during Operating Year
a.	Total Short-term mortgage, rent and/or utility (STRMU) assistance	30	\$98,791.94
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.		
c.	Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs.		
d.	Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.	30	47,492.50
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.		
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.		
g.	Direct program delivery costs (e.g., program operations staff time)		\$51,299.44

End of PART 3

**Part 4: Summary of Performance Outcomes**

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

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

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

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

**A. Permanent Housing Subsidy Assistance**

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

**B. Transitional Housing Assistance**

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

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

**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
30	<b>Maintain Private Housing without subsidy</b> <i>(e.g. Assistance provided/completed and client is stable, not likely to seek additional support)</i>		Stable/Permanent Housing (PH)
	<b>Other Private Housing without subsidy</b> <i>(e.g. client switched housing units and is now stable, not likely to seek additional support)</i>		
	Other HOPWA Housing Subsidy Assistance		
	Other Housing Subsidy (PH)		
	<b>Institution</b> <i>(e.g. residential and long-term care)</i>		
	Likely that additional STRMU is needed to maintain current housing arrangements	30	Temporarily Stable, with Reduced Risk of Homelessness
	<b>Transitional Facilities/Short-term</b> <i>(e.g. temporary or transitional arrangement)</i>		
	<b>Temporary/Non-Permanent Housing arrangement</b> <i>(e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days)</i>		
	Emergency Shelter/street		Unstable Arrangements
	Jail/Prison		
Disconnected			
Death		Life Event	
1a. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the prior operating year (e.g. households that received STRMU assistance in two consecutive operating years).			19
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).			20

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

#### 1a. Total Number of Households

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

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

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

Total Number of Households		
1. For Project Sponsors/Subrecipients that provided HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded services:		
a.	Housing Subsidy Assistance (duplicated)-TBRA, STRMU, PHP, Facility-Based Housing, and Master Leasing	31
b.	Case Management	0
c.	Adjustment for duplication (subtraction)	0
d.	<b>Total Households Served by Project Sponsors/Subrecipients with Housing Subsidy Assistance (Sum of Rows a.b. minus Row c.)</b>	<b>31</b>
2. For Project Sponsors/Subrecipients did NOT provide HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded service:		
a.	HOPWA Case Management	
b.	<b>Total Households Served by Project Sponsors/Subrecipients without Housing Subsidy Assistance</b>	

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

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

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

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

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	31		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)	31		Access to Support
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	17		Access to Health Care
4. Accessed and maintained medical insurance/assistance	17		Access to Health Care
5. Successfully accessed or maintained qualification for sources of income	29		Sources of Income

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

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

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

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

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

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

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

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

End of PART 4

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

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

Permanent Housing Subsidy Assistance	Stable Housing (# of households remaining in program plus 3+4+5+6)	Temporary Housing (2)	Unstable Arrangements (1+7+8)	Life Event (9)
Tenant-Based Rental Assistance (TBRA)				
Permanent Facility-based Housing Assistance/Units				
Transitional/Short-Term Facility-based Housing Assistance/Units				
<b>Total Permanent HOPWA Housing Subsidy Assistance</b>				
Reduced Risk of Homelessness: Short-Term Assistance	Stable/Permanent Housing	Temporarily Stable, with Reduced Risk of Homelessness	Unstable Arrangements	Life Events
Short-Term Rent, Mortgage, and Utility Assistance (STRMU)	30			
<b>Total HOPWA Housing Subsidy Assistance</b>	30			

**Background on HOPWA Housing Stability Codes**

**Stable Permanent Housing/Ongoing Participation**

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

**Temporary Housing**

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

**Unstable Arrangements**

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

**Life Event**

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

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

**Permanent Facility-Based Housing Assistance:** Stable Housing is the sum of the number of households that (i) remain in the housing and (ii) those that left the assistance as shown as items: 3, 4, 5, and 6. Temporary Housing is the number of households

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

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

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

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

**End of PART 5**

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

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

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

*Note: See definition of Stewardship Units.*

**1. General information**

HUD Grant Number(s)  N/A	Operating Year for this report From (mm/dd/yy) To (mm/dd/yy) <input type="checkbox"/> Final Yr  <input type="checkbox"/> Yr 1; <input type="checkbox"/> Yr 2; <input type="checkbox"/> Yr 3; <input type="checkbox"/> Yr 4; <input type="checkbox"/> Yr 5; <input type="checkbox"/> Yr 6;  <input type="checkbox"/> Yr 7; <input type="checkbox"/> Yr 8; <input type="checkbox"/> Yr 9; <input type="checkbox"/> Yr 10;
Grantee Name  N/A	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 hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.*

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

**End of PART 6**

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

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

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

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

Individuals Served with Housing Subsidy Assistance	Total
Number of individuals with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance.	31

**Chart b. Prior Living Situation**

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

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

Category		Total HOPWA Eligible Individuals Receiving Housing Subsidy Assistance
1.	Continuing to receive HOPWA support from the prior operating year	
<b>New Individuals who received HOPWA Housing Subsidy Assistance support during Operating Year</b>		
2.	Place not meant for human habitation (such as a vehicle, abandoned building, bus/train/subway station/airport, or outside)	
3.	Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	
4.	Transitional housing for homeless persons	
5.	<b>Total number 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>	
6.	Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	
7.	Psychiatric hospital or other psychiatric facility	
8.	Substance abuse treatment facility or detox center	
9.	Hospital (non-psychiatric facility)	
10.	Foster care home or foster care group home	
11.	Jail, prison or juvenile detention facility	
12.	Rented room, apartment, or house	31
13.	House you own	
14.	Staying or living in someone else's (family and friends) room, apartment, or house	
15.	Hotel or motel paid for without emergency shelter voucher	
16.	Other	
17.	Don't Know or Refused	
18.	<b>TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)</b>	31

**c. Homeless Individual Summary**

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

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

**Section 2. Beneficiaries**

In Chart a., report the total number of HOPWA eligible individuals living with HIV/AIDS who received HOPWA housing subsidy assistance (as reported in Part 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.)	31
2. Number of ALL other persons <b>diagnosed</b> as HIV positive who reside with the HOPWA eligible individuals identified in Row 1 and who benefitted from the HOPWA housing subsidy assistance	
3. Number of ALL other persons <b>NOT diagnosed</b> as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefited from the HOPWA housing subsidy	18
<b>4. TOTAL number of ALL <u>beneficiaries</u> served with Housing Subsidy Assistance (Sum of Rows 1,2, &amp; 3)</b>	<b>49</b>

**b. Age and Gender**

In Chart b., indicate the Age and Gender of all beneficiaries as reported in Chart a. directly above. Report the Age and Gender of all HOPWA Eligible Individuals (those reported in Chart a., Row 1) using Rows 1-5 below and the Age and Gender of all other beneficiaries (those reported in Chart a., Rows 2 and 3) using Rows 6-10 below. The number of individuals reported in Row 11, Column E. equals the total number of beneficiaries reported in 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	1			1
2.	18 to 30 years	5	3			8
3.	31 to 50 years	10	9			19
4.	51 years and Older	2	1			3
5.	<b>Subtotal (Sum of Rows 1-4)</b>	17	14			31
<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	8	3			11
7.	18 to 30 years	1	0			1
8.	31 to 50 years	3	1			4
9.	51 years and Older	0	2			2
10.	<b>Subtotal (Sum of Rows 6-9)</b>	12	6			18
11.	<b>TOTAL (Sum of Rows 5 &amp; 10)</b>	29	20			49

**c. Race and Ethnicity\***

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

Category		HOPWA Eligible Individuals		All Other Beneficiaries	
		[A] Race [all individuals reported in Section 2, Chart a., Row 1]	[B] Ethnicity [Also identified as Hispanic or Latino]	[C] Race [total of individuals reported in Section 2, Chart a., Rows 2 & 3]	[D] Ethnicity [Also identified as Hispanic or Latino]
1.	American Indian/Alaskan Native				
2.	Asian				
3.	Black/African American	30		18	
4.	Native Hawaiian/Other Pacific Islander				
5.	White	1			
6.	American Indian/Alaskan Native & White				
7.	Asian & White				
8.	Black/African American & White				
9.	American Indian/Alaskan Native & Black/African American				
10.	Other Multi-Racial				
11.	Column Totals (Sum of Rows 1-10)	31		18	

*Data Check: Sum of Row 11 Column A and Row 11 Column C equals the total number HOPWA Beneficiaries reported in Part 3A, Section 2, Chart a., Row 4.*

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

**Section 3. Households**

**Household Area Median Income**

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

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

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

Percentage of Area Median Income		Households Served with HOPWA Housing Subsidy Assistance
1.	0-30% of area median income (extremely low)	20
2.	31-50% of area median income (very low)	11
3.	51-80% of area median income (low)	
4.	Total (Sum of Rows 1-3)	31



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

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

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

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

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

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

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

**3a. Check one only**

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

**3b. Type of Facility**

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

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

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

**4. Households and Housing Expenditures**

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

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