



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

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

**OMB Number 2506-0133 (Expiration Date: 11/30/2023)**

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. Reporting is required for all HOPWA formula grantees. The public reporting burden for the collection of information is estimated to average 41 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. HUD's requirements for reports submitted by HOPWA formula grantees are supported by 42 U.S.C. § 12911 and HUD's regulations at 24 CFR § 574.520(a). 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. While confidentiality is not assured, HUD generally only releases this information as required or permitted by law.

**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.

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

| HOPWA Performance<br>Planned Goal<br>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                                                                                                                    | 850                              | 820    | 0                    | 0      | \$11,478,989               | 10,045,543   |
| 2a.                                                                                 | <b>Permanent Housing Facilities:</b><br>Received Operating Subsidies/Leased units (Households Served)                                             | 26                               | 28     | 0                    | 0      | \$100,800                  | \$79,053     |
| 2b.                                                                                 | <b>Transitional/Short-term Facilities:</b><br>Received Operating Subsidies/Leased units (Households Served)<br>(Households Served)                |                                  |        |                      |        | \$0                        | \$0          |
| 3a.                                                                                 | <b>Permanent Housing Facilities:</b><br>Capital Development Projects placed in service during the operating year<br>(Households Served)           |                                  |        |                      |        | \$0                        | \$0          |
| 3b.                                                                                 | <b>Transitional/Short-term Facilities:</b><br>Capital Development Projects placed in service during the operating year<br>(Households Served)     |                                  |        |                      |        | \$0                        | \$0          |
| 4.                                                                                  | Short-Term Rent, Mortgage and Utility Assistance ( <b>Includes CV funding</b> )                                                                   | 50                               | 64     | 0                    | 0      | \$936,058                  | \$296,684    |
| 5.                                                                                  | Permanent Housing Placement Services                                                                                                              |                                  |        |                      |        | \$0                        | \$0          |
| 6.                                                                                  | Adjustments for duplication (subtract)                                                                                                            |                                  |        |                      |        |                            |              |
| 7.                                                                                  | <b>Total HOPWA Housing Subsidy Assistance</b><br>(Columns a – d equal the sum of Rows 1-5 minus Row 6; Columns e and f equal the sum of Rows 1-5) | 926                              | 912    | 0                    | 0      | \$12,515,847               | \$10,421,280 |
| <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;<br>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><br>(Sum of Rows 8 & 9)                                                                                             | 0                                | 0      | 0                    | 0      | \$0                        | \$0          |
| <b>Supportive Services</b>                                                          |                                                                                                                                                   | <b>[1] Output: Households</b>    |        |                      |        | <b>[2] Output: Funding</b> |              |
| 11a.                                                                                | Supportive Services provided by project sponsors that also delivered <u>HOPWA</u> housing subsidy assistance                                      | 850                              | 820    |                      |        | \$1,689,336                | \$1,606,455  |
| 11b.                                                                                | Supportive Services provided by project sponsors that only provided supportive services.                                                          | 0                                | 0      |                      |        | \$0                        | \$0          |
| 12.                                                                                 | Adjustment for duplication (subtract)                                                                                                             | 0                                | 0      |                      |        |                            |              |
| 13.                                                                                 | <b>Total Supportive Services</b><br>(Columns a – d equals the sum of Rows 11 a & b minus Row 12; Columns e and f equal the sum of Rows 11a & 11b) | 850                              | 820    |                      |        | \$1,689,336                | \$1,606,455  |
| <b>Housing Information Services</b>                                                 |                                                                                                                                                   | <b>[1] Output: Households</b>    |        |                      |        | <b>[2] Output: Funding</b> |              |
| 14.                                                                                 | Housing Information Services                                                                                                                      | 0                                | 0      |                      |        | \$0                        | \$0          |
| 15.                                                                                 | <b>Total Housing Information Services</b>                                                                                                         | 0                                | 0      |                      |        | \$0                        | \$0          |

| Grant Administration and Other Activities |                                                                                           | [1] Output: Households |  |  |  | [2] Output: Funding               |              |
|-------------------------------------------|-------------------------------------------------------------------------------------------|------------------------|--|--|--|-----------------------------------|--------------|
| 16.                                       | Resource Identification to establish, coordinate and develop housing assistance resources |                        |  |  |  | \$20,000                          | \$4,913      |
| 17.                                       | Technical Assistance<br>(if approved in grant agreement)                                  |                        |  |  |  | \$0                               | \$0          |
| 18.                                       | Grantee Administration<br>(maximum 3% of total HOPWA grant)                               |                        |  |  |  | \$357,747                         | \$313,122    |
| 19.                                       | Project Sponsor Administration<br>(maximum 7% of portion of HOPWA grant awarded)          |                        |  |  |  | \$864,010                         | \$269,144    |
| 20.                                       | <b>Total Grant Administration and Other Activities<br/>(Sum of Rows 16 – 19)</b>          |                        |  |  |  | \$1,241,757                       | \$587,179    |
| <b>Total Expended</b>                     |                                                                                           |                        |  |  |  |                                   |              |
|                                           |                                                                                           |                        |  |  |  | [2] Outputs: HOPWA Funds Expended |              |
|                                           |                                                                                           |                        |  |  |  | Budget                            | Actual       |
| 21.                                       | <b>Total Expenditures for operating year (Sum of Rows 7, 10, 13, 15, and 20)</b>          |                        |  |  |  | \$15,446,940                      | \$12,614,914 |

## 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                                                                                                                                        | 820                                     | \$1,606,455                                |
| 4.                  | Child care and other child services                                                                                                                    |                                         |                                            |
| 5.                  | Education                                                                                                                                              |                                         |                                            |
| 6.                  | Employment assistance and training                                                                                                                     |                                         |                                            |
| 7.                  | Health/medical/intensive care services, if approved<br>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).<br><b>Specify:</b>                                                                                    |                                         |                                            |
| 15.                 | <b>Sub-Total Households receiving Supportive Services<br/>(Sum of Rows 1-14)</b>                                                                       | 820                                     |                                            |
| 16.                 | <b>Adjustment for Duplication (subtract)</b>                                                                                                           |                                         |                                            |
| 17.                 | <b>TOTAL Unduplicated Households receiving<br/>Supportive Services (Column [1] equals Row 15<br/>minus Row 16; Column [2] equals sum of Rows 1-14)</b> | 820                                     | \$1,606,455                                |

**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                                    | 64                                      | \$296,684                                                             |
| b.                                            | Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.        | 2                                       | \$11,176                                                              |
| c.                                            | Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs. | 1                                       | \$1,230                                                               |
| d.                                            | Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.          | 50                                      | \$188,851                                                             |
| e.                                            | Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.   | 8                                       | \$34,950                                                              |
| f.                                            | Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.         | 3                                       | \$524                                                                 |
| g.                                            | Direct program delivery costs (e.g., program operations staff time)                                  |                                         | \$59,953                                                              |

**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>                 | 820                                           | 783                                                                                                                         | 1 Emergency Shelter/Streets                                                                             | 0  | <i>Unstable Arrangements</i>                                 |
|                                                       |                                               |                                                                                                                             | 2 Temporary Housing                                                                                     | 0  | <i>Temporarily Stable, with Reduced Risk of Homelessness</i> |
|                                                       |                                               |                                                                                                                             | 3 Private Housing                                                                                       | 8  | <i>Stable/Permanent Housing (PH)</i>                         |
|                                                       |                                               |                                                                                                                             | 4 Other HOPWA                                                                                           | 0  |                                                              |
|                                                       |                                               |                                                                                                                             | 5 Other Subsidy                                                                                         | 3  |                                                              |
|                                                       |                                               |                                                                                                                             | 6 Institution                                                                                           | 0  | <i>Unstable Arrangements</i>                                 |
|                                                       |                                               |                                                                                                                             | 7 Jail/Prison                                                                                           | 0  |                                                              |
|                                                       |                                               |                                                                                                                             | 8 Disconnected/Unknown                                                                                  | 10 |                                                              |
|                                                       |                                               |                                                                                                                             | 9 Death                                                                                                 | 16 | <i>Life Event</i>                                            |
| <b>Permanent Supportive Housing Facilities/ Units</b> | 28                                            | 28                                                                                                                          | 1 Emergency Shelter/Streets                                                                             | 0  | <i>Unstable Arrangements</i>                                 |
|                                                       |                                               |                                                                                                                             | 2 Temporary Housing                                                                                     | 0  | <i>Temporarily Stable, with Reduced Risk of Homelessness</i> |
|                                                       |                                               |                                                                                                                             | 3 Private Housing                                                                                       | 0  | <i>Stable/Permanent Housing (PH)</i>                         |
|                                                       |                                               |                                                                                                                             | 4 Other HOPWA                                                                                           | 0  |                                                              |
|                                                       |                                               |                                                                                                                             | 5 Other Subsidy                                                                                         | 0  |                                                              |
|                                                       |                                               |                                                                                                                             | 6 Institution                                                                                           | 0  | <i>Unstable Arrangements</i>                                 |
|                                                       |                                               |                                                                                                                             | 7 Jail/Prison                                                                                           | 0  |                                                              |
|                                                       |                                               |                                                                                                                             | 8 Disconnected/Unknown                                                                                  | 0  |                                                              |
|                                                       |                                               |                                                                                                                             | 9 Death                                                                                                 | 0  | <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> | N/A                                           | N/A                                                                                                                         | 1 Emergency Shelter/Streets                                                                             | 0 | <i>Unstable Arrangements</i>                                |
|                                                           |                                               |                                                                                                                             | 2 Temporary Housing                                                                                     | 0 | <i>Temporarily Stable with Reduced Risk of Homelessness</i> |
|                                                           |                                               |                                                                                                                             | 3 Private Housing                                                                                       | 0 | <i>Stable/Permanent Housing (PH)</i>                        |
|                                                           |                                               |                                                                                                                             | 4 Other HOPWA                                                                                           | 0 |                                                             |
|                                                           |                                               |                                                                                                                             | 5 Other Subsidy                                                                                         | 0 |                                                             |
|                                                           |                                               |                                                                                                                             | 6 Institution                                                                                           | 0 | <i>Unstable Arrangements</i>                                |
|                                                           |                                               |                                                                                                                             | 7 Jail/Prison                                                                                           | 0 |                                                             |