



# **State of Indiana Consolidated Annual Performance and Evaluation Report (CAPER)**

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**Program Year 2012  
July 1, 2012 to June 30, 2013**

**DRAFT REPORT**

**Draft Report**

September 13, 2013

# **State of Indiana Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year 2012 (July 1, 2012 – June 30, 2013)**

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# **Executive Summary**

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**2012 State of Indiana CAPER**

# State of Indiana 2012 CAPER

## *EXECUTIVE SUMMARY*

This report is the 2012 Consolidated Annual Performance and Evaluation Report (CAPER) for the State of Indiana. It covers the July 1, 2012 to June 30, 2013 program year. It is referred to as the 2012 CAPER in this report.

### **CAPER Background**

At the end of each program year, the U.S. Department of Housing and Urban Development (HUD) requires all HUD block grant recipients to submit a “performance and evaluation report” concerning the use of HUD grant funds. According to HUD, this report must include:

- An assessment of how such use addresses the objectives identified in the Consolidated Plan;
- Information on the proposed and actual accomplishments for each year that the HUD block grant funds were awarded;
- Resources made available and the investment of these resources;
- The geographic distribution and location of investments;
- The families and persons assisted (including the racial and ethnic status of persons assisted);
- Actions taken to affirmatively further fair housing; and
- Other actions indicated in the Strategic Plan and Action Plan.

This information is compiled into the “CAPER.” The overall goal of the CAPER is to enable HUD and citizens to assess the recipient’s progress toward meeting long-term goals.

### **Format and Organization of Report**

HUD recently modified the format of the CAPER with the release of the eConsolidated Planning suite (eCon Plan) in late 2012. The suite is an online submittal system that integrates the required reports of HUD block-grant recipients, including states.

This 2012 CAPER is a hybrid of the old, paper-based CAPER and the new, online CAPER. Sections of this CAPER that were submitted through email or online are still provided in hard copy in this CAPER.

This State of Indiana CAPER reports on program activities for four HUD block grants administered by two State agencies. For the State’s 2012 program year, these agencies and awards included:

- Office of Community and Rural Affairs (OCRA)—primary administrator of the State Community Development Block Grant (CDBG) program;

- Indiana Housing and Community Development (IHCDA)—administrator of the State HOME Investment Partnerships Program, the Emergency Solutions Grant (ESG) program, the Housing Opportunities for Persons with AIDS (HOPWA) program, and a portion of the CDBG program dedicated to housing.

For the CDBG and HOME program, the traditional CAPER reporting method is used. CDBG and HOME goals and accomplishments are summarized in the Executive Summary using tables from the new eCAPER and presented in more detail in Section I. The ESG CAPER, presented in Section II, takes the form of the eCAPER, supplemented by narrative to discuss the nature and extent of homelessness in Indiana and the state’s progress in addressing its five-year goals related to mitigating homelessness. The HOPWA CAPER continues to use HUD’s separate, HOPWA CAPER Outcomes form, which appears in Section III.

This CAPER was completed in accordance with Sections 104(d) and (e) of the Housing and Community Development Act and Title 24 CFR Part 91 and Part 570, which pertain to State submissions of the CAPER.

### **Citizen Participation Plan and Public Comments (91.105(d); 91.115(d))**

The 2012 CAPER was available for public review between September 13, 2013 and September 27, 2013. A hard copy of the CAPER was on file with OCRA, and electronic copies were available on OCRA’s website. Public comments were encouraged and accepted during this period. The public notice announcing the availability of the CAPER is attached to this section. Appendix A contains public comments received on the draft CAPER.

### **Resources and Investments and Geographic Distribution 91.520(a)**

The primary resource used to address the needs identified in the 2010-2014 Consolidated Plan is HUD block grant funding. Figure ES-1 shows the total amounts of 2012 funding allocated by HUD and administering agency.

**Figure ES-1.**  
**HUD Block Grant Allocations, Indiana State (“nonentitlement”) Program, 2012 Program Year**

Program	State Agency Administering	Amount
Community Development Block Program (CDBG)	OCRA	\$ 27,107,784
Home Investment Partnerships Program (HOME)	IHCDA	10,302,524
Emergency Solutions Grant Program (ESG)	IHCDA	3,609,214
Housing Opportunities for Persons with AIDS Program (HOPWA)	IHCDA	980,105
<b>Total</b>		<b>\$ 41,999,627</b>

Source: U.S. Department of Housing & Urban Development.

Unlike a local jurisdiction, the state does not allocate funding according to a targeted geography. Instead, the State of Indiana Consolidated Plan covers all non-entitlement areas in the State. The term “entitlement areas” refers to cities and counties that, because of their size, are able to receive federal HUD funding directly. These areas must complete a Consolidated Plan separately from the State to receive funding. The requirements for receiving CDBG, HOME, ESG, and

HOPWA funds directly are all slightly different, but are generally based on size and need of the community. For purposes of this report, “non-entitlement” refers to cities and towns that do not file Consolidated Plans individually and are not able to receive funding from the HUD programs directly.

The entitlement areas in Indiana during PY20112 include the cities of Anderson, Bloomington, Carmel, Columbus, East Chicago, Elkhart, Evansville, Fort Wayne, Gary, Goshen, Hammond, Indianapolis, Kokomo, LaPorte, Lafayette, Michigan City, Mishawaka, Muncie, New Albany, South Bend, Terre Haute, West Lafayette, and Hamilton County and Lake County.

## **Leveraging Resources**

OCRA requires a 10 percent match overall for all Community Focus Fund (CFF) projects and planning grants. The 10 percent match can consist of 5 percent cash and/or debt and up to 5 percent in-kind or force account. While there is no local match requirement for Community Economic Development Fund (CEDF) projects, OCRA does review the contribution by the applicant (city/town/county) as well as the amount of capital investment made by the decision making company. Additionally, in order to increase philanthropic capital on CDBG projects, OCRA awards bonus points on CFF projects if an applicant receives \$5,000 or 2 percent of the grant request, whichever is greater, from a foundation. The Micro-enterprise Assistance Program (MAP) does not have a match requirement, but again when making decisions about the awards, OCRA reviews the level of commitment the applicant is making in regards to the total micro-enterprise program.

The leveraging requirements of the CDBG and HOME housing programs, administered by IHCD, differ considerably. The following summarizes the match and leverage requirements for the 2012 program year.

The State of Indiana requires a 10 percent leverage requirement for most CDBG funds expended, except for applicants that agree to serve 100 percent of the beneficiaries:

- At or below 60 percent of AMI, the leverage requirement is zero; and
- At or below 80 percent of AMI, the leverage requirement is 5 percent of the CDBG request.

IHCD recipients have used a variety of funding sources to meet this requirement, including Federal Home Loan Bank grants, Rural Development grants, contractor contributions, cash contributions and cash from local government general funds.

The HOME program requires a 25 percent match, which is a federal requirement rather than a state policy. However, IHCD is currently able to meet 15 percent of this match liability. As such, applicants must demonstrate eligible matching funds equal to 10 percent of the amount of HOME funds requested, less administration, environmental review and CHDO operating costs.

If the applicant is proposing to utilize banked match for the activity:

- And it is the applicant’s own banked match, the match liability on the previous award for which the match was generated must already be met and documented with IHCD for the



match to be eligible as of the application due date. Only HOME-eligible match generated on IHCDAs awards made in 1999 or later, are eligible to be banked.

- Or, if it is another recipient's match, the applicant must provide an executed agreement with the application verifying that the recipient is willing to donate the match.
  - Only banked match from awards made in 1999 or later that have fully met their match liability are eligible to donate to another applicant. The award must be closed before the agreement to donate match is executed.
- Match cannot be sold or purchased and is provided purely at the discretion of the recipient that granted it.
- Banked leverage generated on a CDBG award cannot be used as match on a future HOME award. Only banked match generated on a HOME award can be used on a future HOME award.

## **Program Income**

OCRA had no program income during the 2012 program year.

In the event OCRA receives CDBG Program Income, such moneys will be placed in the Community Focus Fund for the purpose of making additional competitive grants under that program. Reversions of other years' funding will be placed in the Community Focus Fund for the specific year of funding reverted. The State will allocate and expend all CDBG Program Income funds received prior to drawing additional CDBG funds from the US Treasury. However, the following exceptions shall apply:

1. This prior-use policy shall not apply to housing-related grants made to applicants by the Indiana Housing & Community Development Authority (IHCDAs), a separate agency, using CDBG funds allocated to the IHCDAs by OCRA
2. Program income generated by CDBG grants awarded by OCRA using PY2012 CDBG funds must be returned to OCRA, however, such amounts of less than \$25,000 per calendar year shall be excluded from the definition of CDBG Program Income pursuant to 24 CFR 570.489.

All obligations of CDBG program income to projects/activities require prior approval by OCRA. This includes use of program income as matching funds for CDBG-funded grants from the IHCDAs. Applicable parties should contact OCRA at (317) 232-8333 for application instructions and documents for use of program income prior to obligation of such funds.

## **eCAPER Tables**

This section reproduces the tables from the eCAPER that report 2012 accomplishments.

## **CR-05 Goals and Outcomes**

Section I is dedicated to an assessment of how well the State of Indiana carried out its 2012 Action Plan goals and objectives. As required by CR-05, this section compares the proposed

versus the actual outcomes for each measure submitted with the 2010-2014 Consolidated Plan and 2012 Action Plan.

Many of the state's one-year goals were exceeded. When they were not, this was usually due to funding cuts or lack of applications for certain project. Where possible, the section describes why goals and objectives were not reached.

The figures in Section I contain similar data to that listed in the new Table 1. Accomplishments—Program Year & Strategic Plan to Date in CR-05.

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

Sections I and II of this CAPER provide data on and discuss the use of CDBG, HOME, ESG, and HOPWA to provide affordable housing to low income households and households with special needs.

### **CR-30 Public Housing 91.320(j)**

This section of the eCAPER reports on the actions taken to address the needs of public housing during the program year.

IHCDA is a Section 8 public housing authority (PHA) and the PHA serving the state's rural areas. IHCDA is a high performing PHA. During the 2012 program year, IHCDA worked during the 2012 program year to prepare for implementation of PHA activities during the 2013 program year. These include:

- The launch of the Section 8 HCVP Family Self Sufficiency Program (FSS). FSS is designed to enable families to achieve economic independence and self-sufficiency. By linking the Section 8 Housing Choice Voucher Program (HCVP) vouchers with the help of both private and public resources, families are able to receive job training, educational services and other much needed assistance over a five year period. The goal is to eliminate the family's need for public assistance and enhance their ability to achieve homeownership, if desired.
- Applying for Section 811 Project Based Rental Assistance in 2013. The target population will be for individuals with disabilities in State Operated Facilities and other restricted living situations. The Section 811 Project Based Rental Assistance will utilize existing HOME and Low Income Housing Tax Credit properties to provide the target population a choice of community-based housing options.

### **CR-40 Monitoring 91.230**

To ensure that all statutory and regulatory requirements are being met for activities with HUD funds, OCRA and IHCDA use various monitoring standards and procedures. OCRA and IHCDA are responsible for ensuring that grantees under the CDBG, HOME, ESG, and HOPWA programs carry out projects in accordance with both Federal and State statutory and regulatory requirements. These requirements are set forth in the grant contract executed between the State and the grantee. The State provides maximum feasible delegation of responsibility and authority to grantees under the programs. Whenever possible, deficiencies are rectified through constructive discussion, negotiation, and assistance.

**CDBG (non-housing) monitoring.** OCRA uses the following processes and procedures for monitoring projects receiving HUD funds:

- Evaluation on program progress;
- Compliance monitoring;
- Technical assistance;
- Project status reports;
- Monitoring technical assistance visits;
- Special visits; and
- Continued contact with grantees by program representatives.

OCRA conducts a monitoring of every grant project receiving HUD funds. Two basic types of monitoring are used: off-site, or “desk” monitoring and on-site monitoring.

- Desk monitoring is conducted by staff for non-construction projects. Desk monitoring confirms compliance with national objective, eligible activities, procurement, and financial management.
- On-site monitoring is a structured review conducted by OCRA staff at the locations where project activities are being carried out or project records are being maintained. One on-site monitoring visit is normally conducted during the course of a project, unless determined otherwise by OCRA staff.

Grants utilizing a sub-recipient to carry out eligible activities are monitored on-site annually during the five-year reporting period to confirm continued compliance with national objective and eligible activity requirements.

In addition, if there are findings at the monitoring, the grantee is sent a letter within three to five days of monitoring visit and is given 30 days to resolve it.

**CDBG (housing) monitoring.** IHCD A uses the following processes and procedures for monitoring projects receiving CDBG and HOME funds:

- Self monitoring;
- Monitoring reviews (on-site or desk-top);
- Results of monitoring review;
- Determination and responses;
- Clearing issues/findings
- Sanctions;
- Resolution of disagreements; and
- Audits.

IHCD A conducts at least one monitoring of every grant project receiving CDBG and HOME funds. The recipient must ensure that all records relating to the award are available at IHCD A’s monitoring. For those projects determined to need special attention, IHCD A may conduct one or more monitoring visits while award activities are in full progress. Some of the more common factors that would signal special attention include: activity appears behind schedule, previous audit or monitoring findings of recipient or administrative firm, high dollar amount of award, inexperience of recipient or administrative firm, and/or complexity of program. These visits will combine on-site technical assistance with compliance review. However, if the recipient’s systems are found to be nonexistent or are not functioning properly, other actions could be taken by IHCD A, such as suspension of funding until appropriate corrective actions are taken or termination of funding altogether.

During the period of affordability, IHCDAs' multi-family department monitors properties annually for owner certification. Income verification and physical inspections are conducted annually, once every two years, or once every three years depending on the size of the project.

Two basic types of monitoring are used: on-site monitoring and desk-top monitoring.

- On-site monitoring review:
  - Real-estate Development Monitor will contact recipient to set-up monitoring based on award expiration and completion/close-out documentation submitted and approved.
  - Recipient will receive a confirmation letter stating date, time, and general monitoring information.
  - On date of monitoring, IHCDAs staff will need: files, an area to review files, and a staff person available to answer questions.
  - Before leaving, IHCDAs staff will discuss known findings and concerns, along with any areas that are in question.
- Desk-top monitoring review:
  - Real-estate Development Monitor will request information/documentation from award recipient in order to conduct the monitoring. IHCDAs staff will give approximately 14 days for this information to be submitted.

IHCDAs staff will review the information/documentation submitted and correspond to at least two representatives of the project as identified by the project sponsor or owner.

**Shelter Plus Care monitoring.** It is the policy of the IHCDAs to monitor its Shelter Plus Care subrecipients on an annual basis. Two types of reviews will be used to monitor subrecipients: On-Site Review and Remote Review. An On-Site Review will consist of a complete review of the subrecipient's program and financial records as well as random review of Housing Quality Standard inspections. Remote Reviews will require subrecipients to submit requested documentation to the IHCDAs for review. Remote Reviews will address specific topics, such as participant eligibility, from random files. It is the policy of the IHCDAs to perform On-Site Reviews of not less than 30 percent of its subrecipients annually. The remaining subrecipients will be engaged in topical Remote Reviews.

The following risk factors will be used in determining which subrecipients will be selected for On-Site Reviews:

1. Staff turnover;
2. Utilization of grant funds;
3. Claim iteration (deviation from monthly claims);
4. APR performance;
5. Consumer complaints;
6. Unresolved HUD finding (including APR findings);
7. Compliance with terms and conditions of IHCDAs S+C Agreement;
8. Time of last On-Site Review.

Each program's past performance will be analyzed and compared against the full spectrum of IHCD's Shelter Plus Care programs. Programs with highest risk will be selected for On-Site Review. Prior to either On-Site or Remote Reviews, IHCD will notify subrecipient in writing of the type and date of the review. IHCD will also provide subrecipient with specific instructions and an explanation of review process.

**Process and standards.** OCRA evaluates recipients' and subrecipients' employment practices in order to determine whether or not equal opportunity guidelines are followed in advertising vacancies, such as stating they are an "EEO employer." The State's field monitors review recipients' civil rights files to determine if there have been any EEO complaints filed against a recipient within five years. The field monitors also review records of complaints and responses to complaints, if any, regarding alleged discrimination in the provision of program benefits.

There are numerous procedures that must be followed and policies that must be adhered to for both the recipient and their contractors to assure compliance with these requirements. All policies and procedures must be fully documented to provide adequate record of civil rights compliance. In addition, the recipient must fully document the characteristics of the population of the area in which the project will be implemented in order to determine the specific actions that must be taken to ensure civil rights compliance.

**Results of monitoring reviews.** Upon completion of the final monitoring visit, a recipient will receive a formal monitoring letter outlining the strengths and weaknesses in project management systems. The letter will list those areas of compliance that were reviewed and detailed results of that review.

**State findings.** Findings are reported when the review of the recipient's performance reveals specific identifiable violation of a statutory regulatory requirement, about which there is no question. When a finding is issued, the recipient is requested to formally respond within a specified period (typically 30 days) as to those steps the recipient will make to remedy and/or prevent a recurrence of the violation. If specific steps have already been taken to remedy a finding, the field monitor must verify before clearing the finding. Once the review indicates that satisfactory action has taken place, the field monitor will send a letter to the recipient indicating the finding has been resolved.

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

During 2012, the goals, objectives and priorities for the State of Indiana CDBG allocation did not change substantially. However, the state began to assess the need for changes made for the 2013 allocation.

OCRA assessed the need for a Section 108 loan program which would enable nonentitlement communities to complete larger-scale economic development projects that would not be possible without such a loan guarantee.

OCRA also explored modifying the grant application process for the Community Focus Fund and implementing a tiered system for the maximum grant amounts for wastewater and drinking water projects which is tied to the proportion of LMI households.

## CR-55 HOPWA 91.520(e)

For the HOPWA program, the State is required to submit a stand-alone CAPER that details the programs HOPWA dollars were used to fund and the numbers of program beneficiaries.

The new eCAPER requires a summary of individuals assisted and types of assistance provided, which is shown in Figure ES-2.

**Figure ES-2.**  
**Number of Individuals Assisted and Types of Assistance Provided, 2012-13**

	One-Year Goal	Actual
Short-term rent, mortgage and utility assistance to prevent homelessness	220	225
Tenant-based rental assistance	110	117
Units provided in permanent housing facilities with HOPWA funds	15	44
Units provided in transitional short-term housing facilities with HOPWA funds	<u>16</u>	<u>17</u>
<b>Total</b>	<b>361</b>	<b>403</b>

Source: Indiana Housing and Community Development.

## CR-60 ESG Grantees

During 2012, the state provided ESG funding to 60 organizations which provided emergency services and transitional housing to persons who are homeless. Another eight organizations provided rental assistance under rapid rehousing funding.

For a detailed discussion on how well the state has met its objectives in reducing and ending homelessness—as well as in meeting the Continuum of Care (CofC) performance standards—please see Section II of this CAPER. It should be noted that homeless prevention activities were not funded during 2012; instead, rapid rehousing activities were used to help low income individuals and families avoid staying in homelessness.

Figure ES-3 shows the grantees and the county in which they are located.

**Figure ES-3. ESG Subrecipients, 2012**

ESG Subrecipient	County	ESG Subrecipient	County
A Better Way Services, Inc.	Delaware	Heart House, Inc.	Dearborn
Albion Fellows Bacon Center, Inc.	Vanderburgh	Hope House, Inc.	Allen
Alternatives Inc of Madison County	Madison	House of Bread and Peace	Vanderburgh
Anchor House, Inc.	Jackson	Housing Opportunities	Porter
Aspire	Hamilton	Human Services, Inc.	Bartholomew
Aurora	Vanderburgh	Interfaith Hospitality Network of Greater Fort Wayne	Allen
Becky's Place (Catholic Charities)	Lawrence	Interfaith Mission, Inc. dba The Lighthouse	Whitley
Bridges Community Services	Delaware	Kosciusko County Shelter for Abuse, Inc.	Kosciusko
CANI - Elkhart & Kosciusko	Elkhart/Kosciusko	Lafayette Transitional Housing Center Inc.	Tippecanoe
CANI - Ft. Wayne	Allen	Lafayette Urban Ministry	Tippecanoe
Catholic Charities Terre Haute	Vigo	Martha's House	Monroe
Citizens Concerned for the Homeless	LaPorte	Mental Health America of Tippecanoe County	Tippecanoe
Council on Domestic Abuse, Inc.	Vigo	Middle Way House, Inc.	Monroe
Columbus Regional Shelter for Victims of Domestic Violence, Inc. dba Turning Point	Bartholomew	New Hope Family Shelter	Monroe
Community and Family Service	Huntington	North Central Indiana Rural Crisis Center	Jasper
Community Service Center of Morgan County, Inc. dba Wellspring	Morgan	Ozanam Family Shelter Corporation	Vanderburgh
Coordinated Assistance Ministries, Inc.	Howard	Prisoner and Community Together	Washington
ECHO Housing Corporation	Vanderburgh	Safe Passage	Ripley
Emmaus Mission Center	Cass	Shalom Community Center	Monroe
Evansville Goodwill Industries, Inc.	Vanderburgh	Sheltering Wings Center for Women	Hendricks
Family Crisis Shelter, Inc.	Montgomery	St Elizabeth Catholic Charities	Floyd
Family Promise of Greater Lafayette	Tippecanoe	St. Jude House	Lake
Family Service Association of Howard County, Inc.	Howard	Stepping Stone Shelter for Women, Inc	LaPorte
Family Service Society	Grant	Stepping Stones, Inc	Monroe
Family Services of Elkhart County, Inc dba iFiT	Elkhart	The Caring Place	Porter
Gabriel's Horn Corporation	Porter	The Center for Women and Families	Floyd
Gary Commission for Women	Lake	The Salvation Army	Tippecanoe
Genesis Outreach	Allen	United Caring Shelters	Vanderburgh
Goshen Interfaith Hospitality Network, Inc.	Elkhart	Vincent Village	Allen
Hancock Hope House	Hancock	YWCA Northeast Indiana	Allen
Haven House, Inc.	Lake	YWCA of Evansville	Vanderburgh
HealthVisions Midwest & Continuum of Care NWI	Lake	YWCA of Greater Lafayette	Tippecanoe
		YWCA of Richmond	Wayne

Source: Indiana Housing and Community Development.

## CR-65 Persons Assisted

The characteristics of the households assisted in 2012 through ESG and rapid rehousing funding are detailed in the following tables.

### 4. Persons Served

#### 4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 1 – Household Information for Homeless Prevention Activities

#### 4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	280
Children	294
Don't Know/Refused	0
Missing Information	314
<b>Total</b>	<b>888</b>

Table 2 – Household Information for Rapid Re-Housing Activities

#### 4c. Complete for Shelter

Number of Persons in Households	Total
Adults	7,579
Children	4,126
Don't Know/Refused	0
Missing Information	22
<b>Total</b>	<b>11,727</b>

Table 3 – Shelter Information

#### 4d. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	7,859
Children	4,420
Don't Know/Refused	0
Missing Information	336
<b>Total</b>	<b>12,615</b>

Table 4 – Household Information for Persons Served with ESG



## 5. Gender—Complete for All Activities

	Total
Male	4,881
Female	7,420
Transgendered	0
Unknown	314
<b>Total</b>	<b>12,615</b>

Table 5 – Gender Information

## 6. Age—Complete for All Activities

	Total
Under 18	4,420
18-24	1,614
Over 24	6,245
Don't Know/Refused	0
Missing Information	336
<b>Total</b>	<b>12,615</b>

Table 6 – Age Information

## 7. Special Populations Served—Complete for All Activities

### Number of Persons in Households

Subpopulation	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters	Total
Veterans	0	6	375	381
Victims of Domestic Violence	0	7	5743	5750
Elderly	0	1	132	133
HIV/AIDS	0	2	14	16
Chronically Homeless	0	2	868	870
<b>Persons with Disabilities:</b>				
Severely Mentally Ill	0	13	1667	1680
Chronic Substance Abuse	0	1	1530	1531
Other Disability	0	8	1900	1908
Total (Unduplicated if possible)	0	19	6336	6355

Table 7 – Special Population Served

## CR-70 Assistance Provided

Data were not available through eSNAPS on shelter capacity, but will begin to be generated by the State in coming program years.

## CR-75 Expenditures

Figure ES-4 summarizes the activities funded by ESG in 2012.

**Figure ES-4.**  
**ESG Expenditures, 2013**

Rapid Re-Housing	
Rental assistance	\$908,070
(Rapid rehousing from 2011-12 and 2012-13)	
Emergency Shelter	
Essential Services	\$643,789
Operations	\$1,496,419
Administration	
	\$270,491

## Actions to Overcome the Effects of Impediments to Fair Housing Choice

To address the impediments to fair housing choice identified in annual fair housing reviews and the five-year Analysis of Impediments to Fair Housing Choice, IHCD and OCRA did the following during the 2012 program year:

1. All grantees of CDBG, HOME, ESG, and HOPWA funds were continue to be required to:
  - a) Have an up-to-date Affirmative Marketing Plan;
  - b) Display a Fair Housing poster in a prominent place; and
  - c) Include the Fair Housing logo on all print materials and project signage. All grantees of HOME, ESG, and HOPWA are still required to provide beneficiaries with information on what constitutes a protected class and instructions on how to file a complaint.

In addition, beginning in March 2011, OCRA began requiring CDBG grantees to promote fair housing practices using the following guidelines:

- **Step 1—Develop a Fair Housing Ordinance.** The grantee should work with their attorney to develop a Fair Housing Ordinance if one does not exist. A sample Fair Housing Ordinance has been provided by OCRA. Once the ordinance has been developed, the ordinance must be formally adopted by the grantee and submitted to the OCRA Civil Rights Specialist for review on or before Release of Funds.
- **Step 2—Display the Applicable Fair Housing Posters.** Upon receipt of the grantee's Civil Rights/Section 3 Officer Notification, the OCRA Civil Rights Specialist will provide the applicable fair housing posters to grantees' Civil Rights/Section 3 Officer. These posters must be displayed at public buildings, such as local government buildings, and must always be posted at the job site.

➤ **Step 3—Conduct Fair Housing Activity.** Grantees must choose an activity from the Affirmatively Furthering Fair Housing Checklist (Civil Rights Form 3)<sup>1</sup> to conduct during the grant period. Examples of acceptable steps to promote Fair Housing practices include but are not limited to distributing the Fair Housing Brochure, reviewing sales and rental practices in the community, or conducting a Fair Housing Assessment.

2. All grantees of CDBG, HOME, ESG, and HOPWA funds are monitored for compliance with the aforementioned requirements as well as other Fair Housing standards (e.g., marketing materials, lease agreements, etc.). As part of the monitoring process, OCRA and IHCD staff ensure that appropriate action (e.g., referral to HUD or appropriate investigative agency) is taken on all fair housing complaints at federally funded projects.
3. OCRA requires all CDBG projects to be submitted by an accredited grant administrator. Civil rights training, including fair housing compliance, will continue to be a required part of the accreditation process. IHCD continued to incorporate fair housing requirements in its grant implementation training for CSBG, HOME, ESG, and HOPWA grantees.
4. IHCD served on the Indianapolis Partnership for Accessible Shelters, which educates shelters about Fair Housing and accessibility issues and helps identify way to make properties more accessible.
5. IHCD began working with ICRC to have testers sent to IHCD funded rental properties to ensure they are in compliance with the Fair Housing Act. The goal for the number of properties tested per year is four per year.
6. IHCD worked to ensure that the properties it has funded are compliant with uniform federal accessibility standards during on-going physical inspections, as part of the regular inspections that occur. The goal for the number of properties inspected per year for fair housing compliance is 100 per year.
7. IHCD expanded its Fair Housing outreach activities by 1) Posting ICRC information and complaint filing links on IHCD website, and 2) enhancing fair housing month (April) as a major emphasis in the education of Indiana residents on their rights and requirements under Fair Housing.
8. IHCD established the Indiana Foreclosure Prevention Network (IFPN), a program to provide free mortgage foreclosure counseling to homeowners. IFPN was launched in the fall of 2007, and is a partnership of community-based organizations, government agencies, lenders, realtors, and trade associations that has devised a multi-tiered solution to Indiana's foreclosure problem. This statewide initiative includes a targeted public awareness campaign, a telephone helpline, an educational website, and a network of local trusted advisors. IHCD has established a goal to provide two to five education trainings on foreclosure prevention and predatory lending each year.
9. IHCD began working with ICRC to ensure that complaints filed against IHCD properties are received and within 60 days ensure an action plan is devised to remedy future issues or violations.
10. IHCD worked with ICRC to conduct fair housing seminars throughout the State.

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<sup>1</sup> <http://www.in.gov/ocra/2575.htm>.

## **Other Relevant Actions 91.320(i)-(j)**

**Actions taken to address obstacles to meeting underserved needs.** In addition to providing needed housing and community development funding through allocation of HUD block grant dollars, OCRA awarded community economic development grants that were used for job creation, economic revitalization and redevelopment of vacant and underutilized commercial properties. OCRA also selected 17 communities to participate in the pilot Home Town Competitiveness program to support rural economic development.

**Community development grants.** A grant for \$700,000 was made to the Town of Syracuse on behalf Oakwood Retreat LLC. Project was to assist with the rehabilitation of a vacant hotel property to be used for a hotel and conference center. Over \$5 million in private funds were pledged toward project completion.

The grant funds were used to purchase the vacant property and for a portion of the rehabilitation costs. The company pledged to create 70 new FTE jobs, at least 36 of which would be made available to or filled by Low-to Moderate Income level persons. The jobs to be created include a variety of full time and part-time hotel positions. The grant agreement was fully executed on December 5, 2012 and completion date is October 31, 2014. Release of Funds was obtained December 13, 2012. The property has been purchased and funds have been drawn. Construction is nearly complete. Monitoring is anticipated to be completed by November 30, 2013. Hiring has been aggressive and the job creation goal has been exceeded. To date 135 positions have been created, totaling 120 FTEs, 86 of those being held by low/moderate income persons.

**IN Home Town Competitiveness.** Seventeen Pilot communities continue to participate throughout the state in the Indiana Home Town Competitiveness program. Indiana Home Town Competitiveness is a comprehensive framework for rural community development. This innovative program emphasizes five key "pillars" to create economic success in rural Indiana communities which include youth engagement, leadership development, entrepreneurship, rural family success, and building community wealth. Current activities for 2013 is engagement of the 17 pilot communities designated during the period 2007-2012 and garner feedback to build a robust program for 2014.

**Actions taken to reduce lead-based paint hazards.** Actions to reduce lead based paint hazards took the form of rehabilitation of existing housing, which included lead abatement. More than \$3 million in CDBG funds were dedicated to housing rehabilitation during the program year; about \$1.3 million of the dollars funded lead abatement activities.

**Actions taken to reduce the number of poverty-level families.** The State of Indiana does not have a formally adopted statewide anti-poverty strategy. In a holistic sense, the entirety of Indiana's Consolidated Plan Strategy and Action Plan is anti-poverty related because a stable living environment is also a service delivery platform. However, many of the strategies developed for the five-year Plan directly assist individuals who are living in poverty.

Indiana has a history of aggressively pursuing job creation through economic development efforts at the state and local levels. This emphasis on creating employment opportunities is

central to a strategy to reduce poverty by providing households below the poverty level with a means of gaining sustainable employment.

Other efforts are also needed to combat poverty. Many of the strategies outlined in the Consolidated Plan are directed at providing services and shelter to those in need. Once a person has some stability in a housing situation, it becomes easier to address related issues of poverty and provide resources such as childcare, transportation and job training to enable individuals to enter the workforce. Indiana's community action agencies are frontline anti-poverty service providers. They work in close cooperation with State agencies to administer a variety of State and federal programs.

Education and skill development are an important aspect of reducing poverty. Investment in workforce development programs and facilities is an essential step to break the cycle of poverty. Finally, there continue to be social and cultural barriers that keep people in poverty. Efforts to eliminate discrimination in all settings are important. In some cases, subsidized housing programs are vital to ensure that citizens have a safe and secure place to live.

The State also utilizes the Section 3 requirement (a provision of the Housing and Urban Development Act of 1968). Section 3 applies to employment opportunities generated (jobs created) as a result of projects receiving CDBG or HOME funding through ORCA or IHEDA, whether those opportunities are generated by the award recipient, a subrecipient, and/or a contractor. The requirements of Section 3 apply to all projects or activities associated with CDBG or HOME funding, regardless of whether the Section 3 project is fully or partially funded with CDBG/HOME. A detailed description of Section 3 requirements is included in OCRA/IHEDA's award manual. A notice of Section 3 requirements is included in bid solicitations and is covered during the award trainings.

**Actions taken to enhance coordination between public and private housing and social service agencies.** During the 2012 program year, OCRA and IHEDA continued regular outreach to its private and public sector partners through regional staff, workshops and training and opportunities for feedback about program requirements and structure (through regional meetings, surveys, etc).

The State's new Section 108 loan program was explored as another program that would reward and encourage innovative private-public partnerships.

### **Actions taken to develop institutional structure and build capacity.**

**Regional workshops.** A series of regional impact workshops facilitated through a partnership of Indiana's major universities, economic development trade organizations, and the Indiana Economic Development Corporation. A half dozen or more workshops have been held in various regions throughout the state. The topic of regionalism and the potential tools to put in place are the main subject matter with featured keynote updates on the state organizations that assist the communities in economic development needs. Future events include human capital capacity building and economic restructuring of communities.

**IN Main Street.** The Indiana Main Street Program will host seven Community Exchanges this year. The exchanges help build capacity for organizations who are working towards revitalizing the downtown in their community. These exchanges have a variety of topics from Brownfields discussion to developing business incentives in the downtown area. Indiana Main Street is hosting a state wide conference in October for communities who are building capacity in downtown revitalization and historic preservation. The conference will feature a keynote from Lauren Adkins who was with the National Main Street Center in Washington D.C. The Indiana Main Street Program also has a Downtown Enhancement Grant Program, which is a small grant program aimed at helping communities build capacity in their downtown through projects that are permanent in nature. Projects in the past have included façade improvement programs, creation of pocket parks, restoration or creation of murals, creation of a revolving loan for business start-ups in downtown, and the list goes on. The grants are a dollar-for-dollar match, so it also used to show how communities can raise capital for projects that they are working on within the downtown area.

**Indiana Rural Summit.** The annual Indiana Rural Summit is guided by the Rural Roundtable Partnership with OCRA. The partnership takes critical subjects in rural capacity and creates a value added forum to openly talk about issues and providing potential solutions. The 2012 Conference theme was “Healthy, Wealthy, and Wise” which involved breakout tracks discussing rural health, financial stability, and leadership respectively. The conference was attended by 175 people ranging from elected officials to local and regional economic and community development partners. The 2013 Summit in October will focus on the next generation thinking including using a more modern format for the program.

Additionally, the Rural Roundtable in partnership with the Indiana Grantmakers Alliance, hosted a Rural Symposium on Wealth Creation, Transfer and Growth where the target audience was Community Foundation organizations present in Indiana’s 92 counties. This one-day event was attended by 195 people and was well received. There are plans to continue a symposium of this nature in 2014.

**Legislation.** OCRA in partnership with the Indiana Economic Development Corporation (IEDC) working under the direction of HEA 1251 (2011) bring together university faculty, students, recent graduates, and community leaders in order to attract entrepreneurial activity with The Young Entrepreneur Program. OCRA, along with the Indiana Small Business Development Lead Center, are in discussions with department heads at all major universities to determine how to best integrate the opportunities into programs and to funnel the best opportunities toward communities. The same team is working with communities to build their capacity to develop custom incentive packages for these student entrepreneurs.

**Shovel Ready Certification.** The Office of Community and Rural Affairs (OCRA) has a formal partnership with the Indiana Economic Development Corporation (IEDC) for OCRA to administer the Indiana Shovel Ready Program. OCRA assists community leaders by providing technical assistance in certifying their sites, as well as, work with participating state agencies to expedite approvals.

# Section I.

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## Goal Assessment

# SECTION I.

## Goal Assessment

This section of the CAPER describes the State's Consolidated Plan goals and performance measures established in the 2010-2014 Five-year Strategic Plan and 2012 One-Year Action Plan. It then compares the goals and planned outcomes with actual performance.

### Five-Year Strategic Goals, Objectives and Outcomes

The State of Indiana established the following goals, objectives and outcomes to guide its Consolidated Plan for program years 2010 to 2014. In addition to five-year projected outcomes, the 2012 outcome/goal is presented. The 2012 outcomes/goals are used in this CAPER to assess the State's progress in meeting its 2012 allocation plan.

*The data and information in this section are similar to—and will be used to complete—the CR-05 table in the eCAPER that will be required of the State after program year 2013.*

It should be noted that the State typically uses a competitive application process when awarding the grants. Therefore, the actual allocations and anticipated accomplishments may not equal the proposed funding goal. For example, the State may have a goal to build 10 units of rental housing and receives no applications proposing this goal. Therefore, the goal would not be met.

### Decent Housing

#### Goal 1. Expand and preserve affordable housing opportunities throughout the housing continuum.

- **Objective DH-2.1 (Affordability):** Increase the supply and improve the quality of affordable rental housing.

##### ***DH-2.1 outcomes/goals:***

- Support the **production of new affordable rental units** and the **rehabilitation** of existing affordable rental housing.
  - *Five-year outcome/goal:* 675 housing units.
  - *2012 outcome/goal:* 100 housing units; \$3 million HOME.
    - *Targeted to elderly and persons with disabilities:* 33 housing units.
    - ***Was the 2012 outcome/goal met?*** Yes. *2012 actual:* 174 housing units; \$3 million HOME.

- **Objective DH-2.2 (Affordability):** Increase and improve affordable **homeownership opportunities** to low and moderate income families.

##### ***DH-2.2 outcomes/goals:***



- Provide and support homebuyer assistance through **homebuyer education and counseling and downpayment assistance**.
  - *Five-year outcome/goal:* 2,500 households/housing units.
  - *2012 outcome/goal:* 700 households/housing units; \$4 million HOME.
    - **Was the 2012 outcome/goal met?** Goal exceeded. *2012 actual:* 1,019 homebuyers; \$5.7 million HOME.
  
- Provide funds to organizations for the **development of owner occupied units**.
  - *Five-year outcome/goal:* 125 housing units.
  - *2012 outcome/goal:* 25 housing units; \$1 million HOME.
    - *Targeted to special needs populations:* Five housing units.
    - **Was the 2012 outcome/goal met?** *2012 actual:* No; this activity was not funded in 2012.
  
- Provide funds to organizations to complete **owner occupied rehabilitation**.
  - *Five-year outcome/goal:* 1,500 housing units.
  - *2012 outcome/goal:* 240 housing units; \$3.4 million CDBG & \$500,000 HOME.
    - *Targeted to elderly and persons with disabilities:* 160 housing units.
    - **Were the 2012 outcomes/goals met?** Yes. *2012 actual:* 124 housing units; \$2.5 million CDBG; 213 units with \$4 million CDBG-D and 2 housing units; \$76,000 HOME.
  
- **Objective DH-2.3 (Affordability):** Build capacity of affordable housing developers.
 

**DH-2.3 outcomes/goals:**

  - Provide funding for **predevelopment loans** to support affordable housing.
    - *Five-year outcome/goal:* 25 housing units.
    - *2012 outcome/goal:* Five housing units; \$250,000 HOME.
      - **Was the 2012 outcome/goal met?** *2012 actual:* 53 housing units; \$35,000 HOME.
  
  - Provide funding for **organizational capacity**.
    - *Five-year outcome/goal:* 80 housing units.
    - *2012 outcome/goal:* Eight housing units; \$500,000 HOME.
      - **Was the 2012 outcome/goal met?** *2012 actual:* 37 housing units; \$285,000 HOME.

## Goal 2. Reduce homelessness and increase housing stability for special needs populations.

- **Objective DH-1.1 (Availability/Accessibility):** Improve the range of housing options for homeless and special needs populations.

### ***DH-1.1 outcomes/goals:***

- Support the construction and rehabilitation of **permanent supportive housing** units.
    - *Five-year outcome/goal:* 250 housing units.
    - *2012 outcome/goal:* 19 units, \$600,000 HOME.
      - *Targeted to special needs populations:* 19 housing units, \$600,000.
      - ***Was the 2012 outcome/goal met?*** Due to HOME funding decrease, our initial goal for 2012 was not met; instead, it was decreased from 50 units to 19 units.
  - Provide **tenant based rental assistance** to populations in need.
    - *Five-year outcome/goal:* 1,000 housing units.
    - *2012 outcome/goal:* 64 housing units; HOME funds.
      - *Targeted to special needs populations:* 64 housing units.
      - ***Was the 2012 outcome/goal met?*** Yes. Units were provided by Connected by 25, Inc. for the Indianapolis area who had 44 units for those who were homeless or at risk of being homeless leaving the foster care system. Aurora, Inc. had 20 units for those who were at risk of being homeless coming out of the court system.
- **Objective DH-1.2 (Availability/Accessibility):** Support activities to improve the range of housing options for special needs populations and to end chronic homelessness through the **Emergency Solutions Grant (ESG)** program by providing operating support to shelters case management to persons who are homeless, and short term rental assistance and services to rapidly re-house homeless individuals and families.

### ***DH-1.2 outcomes/goals:***

- Operating support—provide shelters with operating support funding.
  - *Five-year outcome/goal:* 55 shelters receiving support; \$6.12 million over five years.
  - *2012 outcome/goal:* 55 shelters; \$1.22 million in ESG support.
    - ***Was the 2012 outcome/goal met?*** Yes. 55 shelters assisted with \$1,516,146 of ESG.
- Essential services—provide shelters with funding for essential services.
  - *Five-year outcome/goal:* 53 shelters; \$2 million over next five years.
  - *2012 outcome/goal:* 31 shelters; \$200,000 ESG.

- **Was the 2012 outcome/goal met?** Yes; 41 shelters were assisted with \$649,383 of ESG.
  - Rapid Re-Housing activities— provide sub recipients with rapid re-housing activity funding.
    - *Five-year outcome/goal:* Three to four programs annually; \$5,830,474 over five years.
    - *2012 outcome/goal:* Three programs, 130 clients assisted, \$1.17 million ESG.
      - **Was the 2012 outcome/goal met?** Yes. 888 clients assisted; \$908,070 ESG 2012 (ESG FY11 round 2 & FY12 RRH funds drawn between 7/1/2012 and 6/30/2013).
        - *Anticipated match:* Subrecipients match 100 percent of their awards. Rapid Re-Housing agencies match 100 percent of their award. Goal was met.
        - *Anticipated number of counties assisted:* 90 counties assisted annually. 2012 = 89 counties.
        - *Anticipated number of clients served over next five years:* 100,650 (unduplicated count) with 100,000 assisted with temporary emergency housing. 2012 = 150,000 (unduplicated count) with 95,000 assisted with temporary emergency housing.
- **Objective DH-1.3 (Availability/Accessibility):** Improve the range of housing options for special needs populations through the **Housing Opportunities for Persons With AIDS (HOPWA)** program by providing recipients who assist persons with HIV/AIDS with funding for housing information, permanent housing placement and supportive services.
 

**DH-1.3 outcomes/goals:**

  - **Housing information services.**
    - *Five-year outcome/goal:* 375 households.
    - *2012 outcome/goal:* 75 households; \$100,000 HOPWA.
      - **Was the 2012 outcome/goal met?** Yes, it was exceeded. *2012 actual:* 247 households; \$179,897.
  - **Permanent housing placement services.**
    - *Five-year outcome/goal:* 500 households.
    - *2012 outcome/goal:* 100 households; \$50,000 HOPWA.
      - **Was the 2012 outcome/goal met?** Fewer households were assisted with permanent housing services than initially planned. *2012 actual:* 45 households; \$27,782 HOPWA.
- **Objective DH-2.4 (Affordability):** Improve the range of housing options for special needs populations through the HOPWA program by providing recipients who assist persons with

HIV/AIDS with funding for short-term rental, mortgage, and utility assistance; tenant based rental assistance; facility-based housing operations; and short-term supportive housing.

**DH-2.4 outcomes/goals:**

➤ **Tenant based rental assistance.**

- *Five-year outcome/goal:* 1,000 households/units.
- *2012 outcome/goal:* 200 households/units; \$500,000 HOPWA.
  - **Was the 2012 outcome/goal met?** 2012 actual: 138 households; \$382,933 HOPWA. Fewer households were assisted at a higher-than-expected subsidy per household.

➤ **Short-term rent, mortgage and utility assistance.**

- *Five-year outcome/goal:* 1,500 households/units.
- *2012 outcome/goal:* 300 households/units; \$200,000 HOPWA.
  - **Was the 2012 outcome/goal met?** Fewer than expected households were assisted because of the higher amount of subsidy needed per household. 2012 actual: 227 households/units; \$221,018 HOPWA.

➤ **Facility based housing operations support and short-term supportive housing**

- *Five-year outcome/goal:* 35 units (facility based) and 100 units (short-term supportive).
- *2012 outcome/goal-facility based:* Seven units; \$50,000 HOPWA.
- *2012 outcome/goal-short term supportive:* 21 units; \$50,000 HOPWA.
  - **Was the 2012 outcome/goal met?** 2012 actual: 47 households received transitional housing facility-based assistance; \$39,554 HOPWA.

## Suitable Living Environment

### Goal 3. Promote livable communities and community revitalization through addressing unmet community development needs.

- **Objective SL-1.1 (Availability/Accessibility):** Improve the quality and/or quantity of neighborhood services for low and moderate income persons by continuing to fund programs (such as OCRA's **Community Focus Fund**), which use CDBG dollars for community development projects ranging from environmental infrastructure improvements to development of community and senior centers.

**SL-1.1 outcomes/goals:**

- **Emergency services**—Construction of fire and/or Emergency Management Stations (EMS) stations or purchase fire trucks.
  - *Five-year outcome/goal:* 35-45 projects.
  - *2012 outcome/goal:* Five projects; \$1.5 million CDBG.

- **Was the 2012 outcome/goal met?** Yes; the goal was exceeded. *2012 actual:* Nine projects; \$2,795,400 CDBG.
  - Construction of **public facility projects** (e.g. libraries, community centers, social service facilities, youth centers, etc.). Public facility projects also include health care facilities, public social service organizations that work with special needs populations, and shelter workshop facilities, in addition to modifications to make facilities accessible to persons with disabilities.
    - *Five-year outcome/goal:* 30 public facility projects.
    - *2012 outcome/goal:* Four public facility projects (anticipate receiving two applications for projects benefiting special need populations); \$1.5 million CDBG.
      - **Was the 2012 outcome/goal met?** The number of public facility projects was lower than anticipated. *2012 actual:* Two projects; \$800,000 CDBG.
  - Completion of **downtown revitalization projects**.
    - *Five-year outcome/goal:* 10 downtown revitalization projects.
    - *2012 outcome/goal:* Two downtown revitalization projects; \$500,000 CDBG.
      - **Was the 2012 outcome/goal met?** Yes, goal was exceeded. *2012 actual:* Three projects; \$726,547 CDBG.
  - Completion of **historic preservation projects**.
    - *Five-year outcome/goal:* 10 historic preservation projects.
    - *2012 outcome/goal:* Two historic preservation project; \$500,000 CDBG.
      - **Was the 2012 outcome/goal met?** Yes, goal was exceeded. *2012 actual:* Two projects; \$764,324 CDBG.
  - Completion of **brownfield/clearance projects**.
    - *Five-year outcome/goal:* 10-25 brownfield/clearance projects.
    - *2012 outcome/goal:* Two clearance projects; \$200,000 CDBG.
      - **Was the 2012 outcome/goal met?** Yes. *2012 actual:* One project; \$400,000 CDBG.
- **Objective SL-3.1 (Sustainability):** Improve the quality and/or quantity of public improvements for low and moderate income persons by continuing to fund programs (such as OCRA's **Community Focus Fund**), which use CDBG dollars for community development projects ranging from environmental infrastructure improvements to development of community and senior centers.
- SL-3.1 outcomes/goals:**
- Construction/rehabilitation of **infrastructure improvements** such as wastewater, water and storm water systems.

- *Five-year outcome/goal:* 120 infrastructure systems.
  - *2012 outcome/goal:* 23 systems; \$11.7 million CDBG.
    - **Was the 2012 outcome/goal met?** Yes; it was exceeded. *2012 actual:* 25 projects; \$11,777,800 CDBG.
- **Objective SL-3.2 (Sustainability):** Improve the quality and/or quantity of public improvements for low and moderate income persons by continuing the use of the planning and community development components that are part programs (such as OCRA's **Planning Fund**) funded by CDBG and HOME dollars.
- SL-3.2 outcomes/goals:**
- Provide **planning grants** to units of local governments and CHDOs to conduct market feasibility studies and needs assessments, as well as (for CHDOs only) predevelopment loan funding.
    - *Five-year outcome/goal:* 145 planning grants.
    - *2012 outcome/goal:* 45 planning grants; \$1,300,000 CDBG.
      - **Was the 2012 outcome/goal met?** Yes. *2012 actual:* 40 studies; \$1,300,000 in CDBG dedicated to planning.
- **Objective SL-3.3 (Sustainability):** Improve the quality and/or quantity of public improvements for low and moderate income persons through programs (such as the **Flexible Funding Program**, newly created in 2010) offered by OCRA. OCRA recognizes that communities may be faced with important local concerns that require project support that does not fit within the parameters of its other funding programs. All projects in the Flexible Funding Program will meet one of the National Objectives of the Federal Act and requirements of 24 CFR 570.208 and 24 CFR 570.483 of applicable HUD regulations.
- SL-3.3 outcomes/goals:**
- Provide project support for community development projects.
    - *Five-year outcome/goal:* 10-25 community development projects.
    - *2012 outcome/goal:*
      - ✓ **Flexible Funding Program:** Two projects; \$900,000 CDBG;
      - ✓ **Stellar Communities:** Six projects; \$3 million CDBG;
      - ✓ **Main Street Revitalization Program:** Four projects; \$1 million CDBG.
    - **Was the 2012 outcome/goal met?** *2012 actual:*
      - ✓ **Flexible Funding Program:** Five projects; \$1,950,000 CDBG;
      - ✓ **Stellar Communities:** Six projects; \$3 million CDBG;
      - ✓ **Main Street Revitalization Program:** Three projects; \$764,324 CDBG.

## Economic Opportunities

### Goal 4. Promote activities that enhance local economic development efforts.

- **Objective EO-3.1 (Sustainability):** Improve economic opportunities for low and moderate income persons by coordinating with private industry, businesses and developers to create jobs for low to moderate income populations in rural Indiana.

#### **EO-3.1 outcomes:**

- Continue the use of the OCRA's **Community Economic Development Fund (CEDF)**, which funds infrastructure improvements and job training in support of employment opportunities for low to moderate income persons.
  - *Five-year outcome/goal:* 1,300 jobs.
  - *2012 outcome/goal:* 120 jobs; \$1.2 million CDBG.
    - **Was the 2012 outcome/goal met?** No; jobs and funding were lower than anticipated. *2012 actual:* 70 jobs; \$700,000 CDBG.
- Fund training and micro-enterprise lending for low to moderate income persons through the **Micro-enterprise Assistance Program**.
  - *Five-year outcome/goal:* Will be made available if there is demand.
  - *2012 outcome/goal:* Due to low demand this program has been suspended for 2010, 2011, and 2012.

A matrix outlining the Consolidated Plan five-year goals, objectives and outcomes and action items for program year 2012 is provided at the end of this section in Figure I-1.

**Administration.** The State of Indiana will use CDBG, HOME, ESG, and HOPWA funds to coordinate, monitor, and implement the Consolidated Plan objectives according to HUD. During the five-year Consolidated Plan the State will create annual Action Plans and CAPER documents acceptable to HUD while working to affirmatively further fair housing.

Figure I-1 on the following page shows the allocation and accomplishment for Goal 1 during 2012.

**Figure I-1.**  
**GOAL 1. Expand Affordable Housing Opportunities, Award Goals and Accomplishments, PY2012**

Goal	Funds	Objective Category	Activities	Funding Goals	Assistance Goals	Award Allocated	Actual Units
1. Expand and preserve affordable housing opportunities throughout the housing continuum	CDBG & HOME	DH-2.1 Affordability	New and rehabilitated rental units	\$3 million	100 housing units <i>33 units targeted to elderly and persons with disabilities</i>	\$3 million	174
		DH-2.2 Affordability	Owner occupied rehabilitation	\$3.4 million CDBG \$500,000 HOME	240 housing units <i>160 units targeted to elderly and persons with disabilities</i>	\$2 million CDBG \$4 million CDBG-D \$76,000 HOME	339
	HOME	DH-2.2 Affordability	Homebuyer education, counseling, downpayment assistance (DPA)	\$4 million	700 households	\$5.7 million	1,019
		DH-2.2 Affordability	Owner occupied unit development	\$1 million	25 housing units; <i>5 targeted</i>	No allocation in 2012	
		DH-2.3 Affordability	Predevelopment loans Organization capacity funding	\$250,000 \$500,000	5 housing units 8 housing units supported	\$35,000 HOME \$285,000 HOME	53 35
<b>Total for Goal 1</b>				<b>\$12,550,000</b>		<b>\$15,000,000</b>	

Source: Indiana Housing and Community Development Authority.



Figure I-2 on the following page shows the goals and accomplishment for Goal 2 during 2012.

**Figure I-2.**  
**GOAL 2. Reduce Homelessness and Increase Housing Stability, Award Goals and Accomplishments, PY2012**

Goal	Funds	Objective Category	Activities	Funding Goals	Assistance Goals	Award Allocated	Actual Units/Households
2. Reduce homelessness and increase housing stability for special needs populations	HOME	DH-1.1 Availability/ Accessibility	Construct permanent supportive housing units	\$600,000	19 housing units	\$600,000	19
			Tenant Based Rental Assistance	\$1 million	64 households	\$1 million	64
	ESG	DH-1.2 Availability/ Accessibility	Operating support for shelters	\$1.22 million	55 shelters	\$1.5 million	55 shelters
			Homeless prevention activities	\$72,000	110 clients	\$0	-
			Essential services	\$200,000	31 shelters	\$650,000	41 shelters
			Rapid re-housing	\$1.17 million	130 clients	\$908,000	888 clients
	HOPWA	DH-1.3 Availability/ Accessibility	Housing information services	\$100,000	75 households	\$180,000	247 households
			Permanent housing placement services	\$50,000	100 households	\$28,000	45 households
			Supportive services	\$65,000	200 households	\$0	0
	HOPWA	DH-2.4 Affordability	Tenant Based Rental Assistance	\$500,000	200 households	\$383,000	138 households
Short-term rent, mortgage, utility assistance			\$200,000	300 households	\$221,000	227 households	
Facility-based housing operations support			\$50,000	7 units	\$40,000	47 households	
Short-term supportive housing			\$50,000	21 units	(both activities)	(both activities)	
<b>Total for Goal 2</b>				<b>\$5,277,000</b>		<b>\$5,500,000</b>	

Source: Indiana Office of Community and Rural Affairs and Indiana Housing and Community Development Authority.

Figure I-3 on the following page shows the allocation and accomplishment for Goal 3 and Goal 4 during 2012.

**Figure I-3.  
Goal 3, Promote Livable Communities and Goal 4, Local Economic Development Efforts, Awards Goals and Accomplishments, PY2012**

Goal	Funds	Objective Category	Activities	Funding Goals	Assistance Goals	Award Allocated	Actual
3. Promote livable communities through addressing unmet community development needs	CDBG	SL-1.1 Availability/ Accessibility	Emergency services projects	\$1.5 million	5 projects	\$2.8 million	9 projects
			Public facility projects	\$1.5 million	4 public facility projects, <i>2-3 benefitting special needs</i>	\$800,000	2 projects
			Downtown revitalization projects	\$1 million	2 revitalization projects	\$726,000	3 projects
			Historic preservation projects	\$500,000	2 preservation projects	\$764,000	2 projects
			Brownfield/clearance projects	\$200,000	2 clearance projects	\$400,000	1 project
	SL-3.1 Sustainability	Infrastructure system improvement projects	\$11.7 million	23 systems	\$12 million	25 projects	
CDBG & HOME	SL-3.2 Sustainability	Planning grants	\$1.3 million	45 planning grants	\$1.3 million	40 studies	
		Foundation grants	As needed	As needed			
CDBG	SL-3.3 Sustainability	Project support for community development	\$1 million	10-15 projects	\$1 million	12 projects	
4. Promote activities that enhance local economic development	CDBG	EO-3.1 Sustainability	Continue Community Economic Development Fund	\$2.5 million	275 jobs	\$700,000	70 jobs
<b>Total for Goals 3 &amp; 4</b>				<b>\$21,200,000</b>		<b>\$20,500,000</b>	

Source: Indiana Office of Community and Rural Affairs and Indiana Housing and Community Development Authority.

## **Section II.**

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**ESG CAPER**

## **SECTION II.**

### **ESG CAPER**

This section of the State of Indiana 2012 CAPER is a supplement to the eCAPER sections relevant to the ESG program. This section addresses the requirements of Homelessness (Section 91.520 (c)) and the eCAPER screens CR-60, CR-65, CR-70 and CR-75. The tables exported directly from the relevant screens are appended to this section.

#### **Background on ESG**

The Emergency Shelter Grant (ESG, now Emergency Solutions Grant) and HOME funds are the primary resources used for funding homeless activities in Indiana. CDBG can also be used for physical improvements to shelters.

ESG, HOME and CDBG are important resources for addressing homelessness in Indiana. IHDA has developed a Homeless Initiative, which involves an annual commitment of HOME and CDBG funds to emergency shelter, transitional, and permanent supportive housing projects and homeless prevention projects.

ESG may be used for rental assistance; rehabilitation or conversion of buildings into homeless shelters; shelter operating expenses; “essential services” (supportive services concerned with employment, health, substance abuse, and education); homeless prevention activities; and administrative costs. ESG serves persons who are homeless or at high risk of becoming immediately homeless.

During 2012 the state was entitled to receive \$3.6 million in ESG dollars for nonentitlement communities throughout the state. This section of the CAPER discusses how these funds were used to mitigate the housing and shelter needs of the state’s homeless population.

#### **Homelessness in Indiana**

During the last week of January 2013, according to the statewide count of persons experiencing homelessness (Point in Time count or PIT), 4,375 total households were homeless. This is a 4 percent increase from 2012, yet a 3 percent decrease from 2011.

The increase in 2013 in total households was attributable to a larger number of homeless households without children (either single persons or couples who do not have children). For persons without dependent children, there was an increase of homelessness from 3,222 in 2012 to 3,602 in 2013. This increase may be due that there are more couples living together who are homeless who do not have children or the children are currently not living with them.

For households with dependent children, there was a substantial decrease from 955 households in 2012 to 739 in 2013; a decline of 23 percent. This decrease may be due to the new activities established by HUD for ESG under the Rapid Re-housing or Homeless Prevention activity.<sup>1</sup>

Of the subpopulations, there was an increase of veterans from 652 to 743. This represents a 14 percent increase from 2012. For the chronic homeless individuals, there was an increase from 460 in 2012 to 503 in 2013 (9 percent increase). The population self-identifying as having severe substance abuse decreased very slightly by 1 percent. Persons reporting severe mental illness increased 75 percent from 2012 (but decreased 11 percent from 2011).

National research suggests the number of people who experience homelessness at some time during the year is three to five times the number in the January PIT counts. This means that 13,000 to 21,000 people in Indiana are likely to experience homelessness in 2013— a staggering number which highlights the importance of rapid re-housing persons who are homeless and providing homeless prevention initiatives across the state.

Specific data from the PIT count include:

- 6,064 individuals comprising 4,375 households were homeless during the last week in January 2013.
- Of the 6,064 individuals found and identified as experiencing homelessness, 668 were unsheltered and found on the street, and 5,396 were staying in emergency shelters, safe havens, or in temporary transitional housing programs.
- 17 percent of households counted, or 739 households, were with dependent children.
- 743 of the adults counted were veterans, an increase of 14 percent from 2012.
- 1,116 of the adults counted were women fleeing from domestic violence.
- 16 percent of the adults counted suffered from a chronic addiction.
- 13 percent of the adults counted identified themselves as having a severe mental illness.
- 503 individuals identified themselves as "chronically homeless."

**State approach to mitigating homelessness.** The state's nonentitlement homeless strategy is carried out through the Continuum of Care (CoC) process. IHEDA is the collaborative applicant for the CoC Balance of State (BOS IN-502) structure in Indiana and coordinates the annual PIT count and survey. In 2012, as required by HUD, IHEDA has started the process of coordinated a

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<sup>1</sup> Rapid re-housing provides rental assistance and financial assistance to those who are currently homeless. Homeless prevention provides rental assistance and financial assistance to those who are imminently at risk of being homeless. Providing rental assistance and then providing supportive services is a strategy that HUD has taken to decrease the length of homelessness and also to prevent it.

CoC Board to provide guidance and leadership to the CoC. During the interim and until the first board meeting in September 2013, the Indiana Planning Council on the Homeless (IPCH) has been the guidance and overall planning body for initiatives aimed at ending homelessness in Indiana, and is committed to using a comprehensive approach to develop, operate, and improve Indiana's continuum of homelessness solutions. The Council operates from a "housing first" philosophy and embraces the proven efficacy of a permanent supportive housing model and the use of rapid re-housing as way to end homelessness.

The Indiana BOS (IN-502) CoC has five strategic plan objectives:

- **Objective No. 1. New permanent housing.** The first objective is to create new permanent housing beds for chronically homeless individuals. The Indiana Permanent Supportive Housing Initiative targets creating 1,100 units of PSH by 2013. An additional 400 units are planned to be developed in the next five years.
- **Objective No. 2. Increase length of permanent housing stays.** The second object is to increase the percentage of homeless persons staying in permanent housing over six months to at least 77 percent. The CoC has implemented several steps to ensure providers reach this goal. Currently, 82 percent of homeless persons in permanent housing have remained for at least six months.
- **Objective No. 3. Increase movements into permanent housing.** Objective No. 3 is to increase percentage of homeless persons moving from transitional housing to permanent housing to at least 65 percent. Currently, 74 percent of homeless persons in transitional housing have moved to permanent housing.
- **Objective No. 4. Increase participant employment.** The fourth objective is to increase the percentage of persons employed at program exit to at least 20 percent. Statewide, the BOS CoC exceeds HUD's goals and has done so for the past three years. This past year it was at 29 percent.
- **Objective No. 5. Decrease homeless households with children.** Objective No. 5 is to decrease the number of homeless households with children. The BOS CoC has prioritized the development of permanent housing alternatives for unsheltered families.

Under HEARTH new regulations, the Indiana Planning Council for Homeless will eventually elect a Continuum of Care Board and the Board will eventually have oversight of the Continuum of Care Application and all the requirements of HEARTH. These will be fully implemented in 2014.

For the 2012 HUD competitive grant application, 012, the Indiana Balance of State (IN-502) was awarded \$11.9 million in one-year renewals to 67 different Continuum of Care programs and Supportive Housing programs of 39 different nonprofit agencies. By July 2013, the In-502 CoC BOS was notified that their 2012 Balance of State McKinney Vento Application was awarded \$3.1 million for nine new permanent supportive housing programs across the state. The new programs are located in Batesville, Bloomington, Elkhart, Ft. Wayne, Muncie, Gary, Kokomo, and Warsaw.



In FY2012, IHCD has been the grantee of 26 open Permanent Supportive Housing Rental Assistance programs (previously known as Shelter Plus Care). IHCD partners with subrecipients Aliveness of NWI, Aspire Indiana, Inc., Catholic Charities, Community Action of Northeast Indiana, Community Mental Health Center, Edgewater Systems for Balanced Living, Mental Health Association in Vigo County, Park Center, Porter Starke Services, Regional Mental Health Center, and Aurora.

The state's Shelter Plus Care (S+C) II program contracts with agencies Meridian Services and Aspire Indiana, Inc, and the S+C III Program contracts with agencies and local governments like the City of Lafayette, Meridian Services, and Howard Regional Behavioral Health Care. New Permanent Supportive Housing Rental Assistance programs that opened this past year were City of Lafayette Permanent supportive housing, Meridian Services SPC in Muncie, Echo Housing Renaissance 16 in Evansville, Oaklawn Chapman in Elkhart, and Park Center II in Ft. Wayne.

In 2012, IHCD was renewed as the grantee for the HMIS in Evansville for a total renewal of \$439,316.

IHCD also is the recipient of the Planning Grant for the 2012 CoC Application for the IN-502 CoC in the amount of \$173,302. Since IHCD is the collaborative applicant for the IN-502 CoC Application, the agency was able to apply for up to 3 percent of the CoC's Final Pro Rata Need (FPRN) amount or the maximum amount established by the CoC Program NOFA, whichever is less, to fund CoC planning activities. These CoC planning activities will benefit the IN-502 CoC in preparing for HEARTH requirements, the Coordinated Access System, and the new CoC Board requirements.

Only the collaborative applicant was able to apply for and receive planning funds, which may be used for:

- Designing and carrying out the collaborative process for the application to HUD;
- Preparing and submitting the CoCs application for CoC Program funds;
- Determining the geographic area the CoC will serve;
- Evaluating outcomes of projects funded through CoC and ESG program grants within the geographic area;
- Participating in the Consolidated Plan(s) process of the jurisdictions within the geographic area;
- Developing a CoC system;
- Conducting sheltered and unsheltered PIT counts; and
- Monitoring recipients and sub recipients and enforcing compliance with program requirements.

IHCDA has also been granted the Coordinated Access Application grant for \$114,000 that would be utilized to develop an access system for the BOS CoC IN-502.

The IN Planning Council on the Homeless under the guidance of the Steering Committee will be leading the planning, as outlined in the Planning Grant, and the implementation of a statewide, systematic, coordinated assessment system which is comprehensive, accessible, standardized, and focused on the needs of households that are experiencing homelessness with the best program to address their needs. A software system will provide a statewide web-based tool that will be utilized to identify household eligibility for homeless programs based on geographic location. Through this project, it will be expanded to include a standard statewide assessment and triage process to determine the most appropriate housing and service intervention and refer to available homeless programs in the geographic area.

The three key components will be: 1) Access—Households that are experiencing or at-risk of homelessness will be able to access the coordinated assessment system. Homeless shelters and other providers including non-traditional partners like child welfare, corrections, hospital, education, etc., will be trained on the system and how to effectively connect households with housing and services. 2) Assess—Creation and implementation of a statewide assessment and triage tool to determine the household eligibility based on current living situation, housing, and service needs. Diversion to other, non-homeless resources will occur at this stage. Household information will be entered into HMIS and will be shared with housing programs. 3) Assign—After completion of the assessment and the most appropriate program has been identified, the household will be triaged and assigned to that housing program. Included in that referral will be household information and housing plans developed and the program will provide the service and housing provisions such as case management and rapid re-housing. The project will be operationalized and implemented by 2014, meeting HUD's deadline.

## Consolidated Plan Goals and Outcomes

The 2010-2014 Consolidated Plan developed many goals specific to preventing and addressing homelessness in the state:

### Goal 2. Reduce homelessness and increase housing stability for special needs populations.

- **Objective DH-1.1 (Availability/Accessibility):** Improve the range of housing options for homeless and special needs populations.

#### ***DH-1.1 outcomes/goals:***

- Support the construction and rehabilitation of **permanent supportive housing** units.
  - *Five-year outcome/goal:* 250 housing units.
  - *2012 outcome/goal:* 19 units, \$600,000 HOME.
    - *Targeted to special needs populations:* 19 housing units, \$600,000.
    - ***Was the 2012 outcome/goal met?*** Due to HOME funding decrease, our goal for 2012 was not met. We had to decrease it from 50 units to 19 units.

- Provide **tenant based rental assistance** to populations in need.
  - *Five-year outcome/goal:* 1,000 housing units.
  - *2012 outcome/goal:* 64 housing units; HOME funds.
    - *Targeted to special needs populations:* 64 housing units.
    - **Was the 2012 outcome/goal met?** Yes. Units were provided by Connected by 25, Inc. for the Indianapolis area who had 44 units for those who were homeless or at risk of being homeless leaving the foster care system. Aurora, Inc. had 20 units for those who were at risk of being homeless coming out of the court system.
- **Objective DH-1.2 (Availability/Accessibility):** Support activities to improve the range of housing options for special needs populations and to end chronic homelessness through the ESG program by providing operating support to shelters case management to persons who are homeless, and short term rental assistance and services to rapidly re-house homeless individuals and families.

**DH-1.2 outcomes/goals:**

- Operating support—provide shelters with operating support funding.
  - *Five-year outcome/goal:* 55 shelters receiving support; \$6.12 million over five years.
  - *2012 outcome/goal:* 55 shelters; \$1.22 million in ESG support.
    - **Was the 2012 outcome/goal met?** Yes. 55 shelters assisted with \$1,516,146 of ESG.
- Essential services—provide shelters with funding for essential services.
  - *Five-year outcome/goal:* 53 shelters; \$2 million over next five years.
  - *2012 outcome/goal:* 31 shelters; \$200,00 ESG.
    - **Was the 2012 outcome/goal met?** Yes; 41 shelters were assisted with \$649,383 of ESG.
- Rapid Re-Housing activities—provide sub recipients with rapid re-housing activity funding.
  - *Five-year outcome/goal:* 3-4 programs annually; \$5,830,474 over five years.
  - *2012 outcome/goal:* 3 programs, 130 clients assisted, \$1.17 million ESG.
    - **Was the 2012 outcome/goal met?** Yes. 888 clients assisted; \$908,070 ESG 2012 (ESG FY11 round 2 & FY12 RRH funds drawn between 7/1/2012 and 6/30, 2013).
  - *Anticipated match:* Subrecipients match 100 percent of their awards. Rapid Re-Housing agencies match 100 percent of their award. Goal was met.

- *Anticipated number of counties assisted:* 90 counties assisted annually. 2012 = 89 counties.
- *Anticipated number of clients served over next five years:* 100,650 (unduplicated count) with 100,000 assisted with temporary emergency housing. 2012 = 150,000 (unduplicated count) with 95,000 assisted with temporary emergency housing.

#### **Other ESG activities:**

- **Homeless Management Information System (HMIS).** Requires the use of the HMIS for all residential shelter programs serving homeless individuals and families. HMIS is a secure, confidential, electronic data collection system used to determine the nature and extent of homelessness and to report to HUD on an annual basis. This requirement will be met by only funding entities that either currently use HMIS system or commit to using it once awarded. The HMIS must be used on a regular and consistent basis. The ESG Coordinator will periodically check with the HMIS coordinator to monitor utilization. Claim reimbursement is contingent upon participation in and completeness of HMIS data records.

Domestic violence shelters are excluded from the HMIS data entry requirement in accordance with the Violence against Women’s Act but are required to have a comparable database set up by January 2014. Many of the DV agencies are going to start utilizing Client Track software system that is a closed and comparable system that they can track their HUD programs on and also receive annual progress reports and other reports that benefit other DV programs. The training and implementation started in May 2013 and will continue into the 2013 year.

- Require participation in annual, statewide homeless PIT count and submission of this data to IHCDA.
- Strongly encourage ESG sub recipients to attend their local Regional Planning Council Meetings in their region of the Continuum of Care (IN-502) regularly. The ESG RFP inquires about attendance to and involvement in the meetings. The response is heavily weighed upon evaluation of the RFP.

#### **Program Year 2012 Awards**

During 2012, the State of Indiana received approximately \$3.6 million in ESG to use for homeless shelter support, services, operations, rapid re-housing, HMIS, and limited administrative costs.

ESG funding in 2012 was used to meet high and medium priority needs of providing housing to households earning between 0 and 30 percent of the median family income (MFI). All types of households renter, owner, special needs, small and large—were prioritized as high in the Five-Year Consolidated Plan.

The state chose to allocate ESG to three primary activities, one of which differed from the previous year: essential services, operations, and rapid re-housing activities, as shown below. In 2012, \$270,691 (7.5 percent) of the ESG award was allocated for administration for IHCDA as well as portion of that going to agencies who administered the rapid re-housing program.

**Essential services.** In 2012, about \$640,000, or 18 percent, of ESG funds were allocated to essential services. Essential services consist of supportive services provided by shelters for persons who are homeless. These services vary, as they are tailored to client needs. In general, essential services consist of the following:

- Employment services: job placement, job training, and employment counseling;
- Health care services: medical and psychological counseling, nutrition counseling, and substance abuse treatment; and
- Other services: assistance in locating permanent housing and income assistance, childcare and transportation.

**Shelter operations.** Forty-two percent of the total ESG dollars funded by the state for 2012—about \$1.5 million—was allocated to shelter operation activities. These funds were used by shelters for operating and maintenance costs, shelter lease costs, capital expenses, payment of utilities, purchases of equipment and furnishings, provision of security, as well as purchase of food.

The state believes that the greatest need of shelters is for operational subsidies. Running a shelter for the homeless is a difficult business: the work is challenging and intense, staff turnover can be high, client needs usually exceed the services available, and operational funding is scarce and very competitive.

**Rapid re-housing.** The state received the second round of rapid re-housing funds in August 2012. These funds were allocated to three agencies. Altogether, \$1.1 million of 2011 ESG funds were allocated to rapid re-housing specific activities and \$1.2 million of 2012 ESG funds were allocated to five agencies. The rapid re-housing activities include housing relocation and stabilization services and financial assistance with rent, utilities, arrears, and deposits. The function of these funds is to provide short-term assistance to individuals and families. The state offered shelters a version of rapid re-housing that did not include rental assistance, but included the other rapid re-housing activities. Nine shelters chose to have these funds, totaling \$67,000 of 2012.

In 2012, the allocation of ESG led to the following results:

- Approximately 11,400 homeless persons received residential assistance through ESG Shelter Program;
- Eight hundred and eighty-eight people received financial assistance, services, and/or rental assistance through the Rapid Re-housing Program.
- Nine shelters were funded and expended rapid re-housing activity funding (financial assistance and services. Eight agencies received rapid re-housing funds for short-term rental assistance, financial assistance, and services.

Of these awards:

- Forty-nine, or \$1,729,985, was allocated to emergency/day shelters; 22 of those shelters primarily served victims of domestic violence; and
- Eleven, or \$435,54, were allocated to transitional housing providers, two of which primarily served victims of domestic violence.

**Donations and match.** Cash and in-kind donations from private individuals, organizations, and other government entities provide another vital source of funding for the state's shelters. These donations came from a variety of sources including foundations and nonprofit organizations, local fund drives, and small individual contributions. The majority of the in-kind donations consists of volunteer labor, but may also be made up of tangible goods (e.g., furniture, clothing, equipment).<sup>2</sup>

During the 2012-13 ESG program year, all subrecipients matched 100 percent of their individual Emergency Solutions Grants. Approximately 30 percent of subrecipients used in-kind match and 70 percent used cash/grant match.

**State method of distribution.** Each RFP was reviewed by two reviewers using an Excel-based scoring tool. Final award amounts were calculated based on a combination of the amount available in each category, the amount requested, and the organization's score, which was an average of the two reviewers' scores.

The application scoring and evaluation process evaluated the shelters' organizational capacity, shelter program qualities such as a focus on permanent housing placement, comprehensiveness of services available, as well as the administration of past ESG grants and completeness of proposal submitted.

## Compliance and Monitoring

IHCDA requires that all contracts with shelters be performance based. These are the Continuum of Care performance standards required by HUD. Based on the type of shelter program funded with ESG (Emergency/Day Shelter or Transitional Housing), each used three objectives specific and relevant to their shelter type. The goals state a minimum required percentage goal to be met by the end of the fiscal year. These are the Continuum of Care performance standards required by HUD.

***Emergency/Day Shelters performance objectives*** for the 2012-13 program year were the following:

- Fifty percent of clients in the shelter program will exit to permanent housing upon completion of the program. *Average actual performance: 53 percent.*

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<sup>2</sup> IHCDA audits the components of the in-kind donations and calculations used to derive the donation amount during on-site monitoring.

- Twenty-five percent of clients in the shelter program will maintain or increase their income upon exit from the program. *Average actual performance: 59 percent.*
- The average length of stay for clients who move to permanent housing upon completion of the program will be 40 days or less. *Average actual performance: 43 days.*

***Transitional Housing performance objectives*** for the 2012-13 program year were the following:

- Sixty-five percent of clients in transitional housing will increase or maintain their employment or entitlements upon exit from the program. *Average actual performance: 64 percent.*
- Sixty-five percent of transitional residents will move from transitional to permanent housing. *Average actual performance: 74 percent.*
- The average length of stay for transitional housing clients who move to permanent housing will be 170 days or less. *Average actual performance: 145 days.*

During ESG site visits, program manager reviews the following components of the ESG program:

- Client eligibility is documented with appropriate homeless documentation;
- Program performance in connecting homeless clients to mainstream resources such as food stamps, Medicaid, SSDI/SSI, TANF, etc;
- Program performance in transitioning homeless clients to permanent housing;
- The organizations' financial accountability;
- Documentation of ESG match source;
- Other issues of organization capacity, volunteer involvement, Board of Directors composition and function;
- Tour facility and review basic habitability requirements;
- Discuss services offered by the facility and elsewhere in the community;
- Participation in the regional planning council on the homeless;
- Participation in statewide point-in-time count; and
- HMIS utilization or other data tracking methods.

The monitoring tool covers services provided through essential services, operational services, and rapid re-housing. The tool and the site visit reviews areas related to mainstream resources, transitioning to permanent housing, client eligibility, financial accountability, ESG match, fees for services, personnel issues, volunteers, facility inspection, services offered by the facility, and

those services that are referred out to the other collaborative agencies. The tool looks at their participation in the CoC meetings, community support, participation in the statewide PIT count, HMIS usage, and any pending issues. The monitor provides technical assistance on overall organizational capacity and ensures that federal requirements pursuant to ESG are being met. When standards and processes are found to be deficient, a corrective plan of action is developed and monitored.

The ESG Program Monitor to date has monitored 22 percent of the shelters funded with ESG in the state for the 2011-12 program year. For the 2012-2013 program year, the ESG Program Monitor did not monitor any shelters due to staff changes and increased workload. During a typical year, monitoring visits occur on average two times per month, with the bulk of them occurring during the spring, summer, and fall months.

Grant disbursements are completed in a timely fashion. Claims for reimbursement are submitted through the IHCDA Online electronic claims system. Supporting documentation can be submitted electronically through IHCDA Online, emailed, or mailed in by hard copy. Claims are reviewed and initially approved by the Financial Department followed by the approval and IDIS drawdown done by the Accounting Department. Reimbursements for ESG eligible expenses are directly deposited into the subrecipient's bank account within 10 business days from IHCDA approval.

**Subrecipient early terminations/modifications.** There were no ESG contracts terminated in 2012.

**Discharge coordination policy.** The McKinney-Vento Act requires that state and local governments have policies and protocols developed to ensure that persons being discharged from a publicly-funded institution or system of care are not discharged immediately into homelessness. Indiana has implemented formal discharge policies pertaining to persons released from publicly-funded institutions and systems of care. IHCDA is involved in many elements of discharge coordination, as discussed below. In addition, IHCDA uses ESG funds to support the programs and facilities which serve households and residents being discharged from foster care, health care institutions, and correctional facilities.

- **Foster care.** The Chafee Plan is the basis for Indiana's protocol for implementing the Foster Care Independence Act of 1999. The Planning Council is working with IHCDA and Division of Child Services to create housing options for persons being discharged from the foster care system. A PSH project, Connected by 25, has created 44 units serving youth aging out and youth at risk of homelessness. This project is a statewide demonstration project to develop a model for serving this population and improving discharge protocol. The Planning Council and IHCDA work closely with foster care to monitor data and trends on discharges and work with cases as necessary.
- **Health care.** The Indiana Department of Health (IDH) has a formal discharge plan developing a set of recommendations for an integrated, statewide discharge policy. The CoC, which is coordinated by IHCDA, is currently working locally to develop discharge policies for health care systems. The Planning Council has a long-term goal to create a network of primary care centers that identify people at risk of homelessness and the local CoC housing network. Local



trainings are for emergency room workers and social workers on IHOPE to triage clients into the appropriate housing. The Council is working closely with private hospitals to reduce or eliminate those being discharged into homelessness through tools such as IHOPE and hospital involvement in the local CoCs.

- **Mental health.** The Indiana Department of Mental Health and Addiction (DMHA) has a formal discharge protocol and provides recommendations to IHCD, DMHA, and IPSHI on creating housing protocols for individuals discharged from state hospitals.
- **Corrections.** The Indiana Department of Corrections (IDOC) has a formal discharge policy. CoCs work closely with IDOC reps to develop protocols so that individuals being released from correctional facilities are not discharged into homelessness. The Housing & Programs committee is working with the IDOC to link their data system with the HMIS system to link people to services and housing in order to end and prevent homelessness. IDOC is creating demo projects in three cities to connect people most at risk of homelessness with the local CoC to do the triage and to provide services while in the prison. Utilizing HOME TBRA funds, IHCD provides tenant-based rental assistance to Aurora in Evansville, to target individuals who are leaving the local corrections. The program provides rental assistance and services to help prevent recidivism and homelessness.

### **Capacity Building Activities**

- Trainings were made available to ESG subrecipients regarding the administration of the ESG, including trainings about HEARTH.
- ESG monitor regularly assisted and referred homeless individuals who contacted IHCD in need of assistance. These calls were referred to the ESG subrecipient, Township Trustees, 211 Referral Help lines, Community Action Agencies, and other local assistance and mainstream resources.
- Technical Assistance was provided to ESG subrecipients on a daily basis regarding ESG claim forms, activity eligibility questions and progress reports.
- Much training continues to be given to ESG subrecipients regarding Client Track, the HMIS system that replaced Foothold in March, 2012.
- ESG Program Staff attended the National Alliance to End Homelessness Conference in Washington D.C. in July 2013 to learn more about the HEARTH Act and Rapid Re-Housing.
- ESG Staff coordinated the 2013 statewide PIT Count and worked with ESG sub-recipients to ensure their data was up to date in the HMIS system so that count would be accurate. All ESG subrecipients to participate in the count.
- The ESG Program Coordinator provided technical assistance on the Indiana State Planning Council on the Homeless and regional planning council structures by actively encouraging the shelters and transitional housing agencies to attend their local regional planning council meetings and partnering with other local agencies that provide assistance to the homeless population. Participation in the regional planning councils was weighed heavily in the RFP scoring tool.

## Self-Evaluation/Challenges

Many shelter programs serving the homeless reported that it was difficult for clients to find jobs due to the current high unemployment rate and consequential lack of job availability. Some emergency shelters also reported finding it challenging to move their clients from the shelter into permanent or transitional housing within the 40-day timeframe, which was the objective. That being said, most performance objectives set were either exceeded or very close to meeting the objective.

There has been a high learning curve for the shelters, agencies, and the ESG Program Monitor to learn the Rapid Re-Housing Program. A goal for next year is for all involved to know the program in depth. Another goal for this next year is to meet the challenge of training all HMIS users to use the system appropriately and thus increase the data quality as well as create a positive experience for the case managers who use it. Training all the DV Shelters who will be using Client Track how to utilize the system is an additional goal.

### **ESG goals for Program Year 2013:**

- Provide more frequent trainings and intensive technical assistance around the implementation of HEARTH Act in the State of Indiana.
- Encourage subrecipients to work with local and regional agencies and shelters with rapid re-housing activities.
- Monitor a minimum of 25 percent of the ESG Shelters and 25 percent of Rapid Re-Housing agencies.
- Assist ESG HMIS users in using Client Track. Promote the system as a case management tool to create a positive experience for case managers. Participate in trainings and work with HMIS staff to ensure data quality is sufficient. Work with DV Shelters in assisting them to acquire a comparable HMIS software system.
- Provide technical assistance and guidance with new online submission of claims.
- Establish new performance objectives for 2013-14 program year that are more consistent with HEARTH Act objectives. These include an overall reduction in homelessness, duration of homeless episodes, reduction in recidivism to homelessness, and increase outreach to all homeless people.
- Continue to post all ESG documents on IHCD's website. Send regular e-mail updates to subrecipients communicating training opportunities, grant administration updates and other issues of note.

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

### ESG Supplement to the CAPER

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

##### Basic Grant Information

<b>Recipient Name</b>	INDIANA
<b>Organizational DUNS Number</b>	602667136
<b>EIN/TIN Number</b>	356000158
<b>Identify the Field Office</b>	INDIANAPOLIS
<b>Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance</b>	Indiana Balance of State

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

<b>Program Year Start Date</b>	07/01/2012
<b>Program Year End Date</b>	06/30/2013

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

**Subrecipient or Contractor Name:** A Better Way Services, Inc

**City:** Delaware County

**State:** IN

**Zip Code:** 47308

**DUNS Number:** 16-847

**Is subrecipient a VAWA-DV provider:** Y

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 46049

**Subrecipient or Contractor Name:** Albion Fellows Bacon Center, Inc

**City:** Vanderburgh County

**State:** IN

**Zip Code:** 47731

**DUNS Number:** 80-904

**Is subrecipient a VAWA-DV provider:** Y

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 23741

**Subrecipient or Contractor Name:** Alternatives, Inc of Madison County  
**City:** Madison County  
**State:** IN  
**Zip Code:** 46015  
**DUNS Number:** 12-157  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 50000

**Subrecipient or Contractor Name:** Anchor House Inc  
**City:** Jackson County  
**State:** IN  
**Zip Code:** 47274  
**DUNS Number:** 86-896  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 37095

**Subrecipient or Contractor Name:** Becky's Place (Catholic Charities)  
**City:** Lawrence County  
**State:** IN  
**Zip Code:** 47421  
**DUNS Number:** 04-307  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Faith-Based Organization  
**ESG Subgrant or Contract Award Amount:** 18228

**Subrecipient or Contractor Name:** Bridges Community Services  
**City:** Delaware County  
**State:** IN  
**Zip Code:** 47202  
**DUNS Number:** 93-784  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 42211

**Subrecipient or Contractor Name:** Catholic Charities Terre Haute  
**City:** Vigo County  
**State:** IN  
**Zip Code:** 47803  
**DUNS Number:** 80-145  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Faith-Based Organization  
**ESG Subgrant or Contract Award Amount:** 46688

**Subrecipient or Contractor Name:** Citizens Concerned for the Homeless  
**City:** LaPorte County  
**State:** IN  
**Zip Code:** 46360  
**DUNS Number:** 93-912  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 40293

**Subrecipient or Contractor Name:** Council on Domestic Abuse, Inc  
**City:** Vigo County  
**State:** IN  
**Zip Code:** 47802  
**DUNS Number:** 80-145  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 36455

**Subrecipient or Contractor Name:** Columbus Regional Shelter for Victims of Domestic Violence  
**City:** Bartholomew County  
**State:** IN  
**Zip Code:** 47202  
**DUNS Number:** 16-380  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 34339

**Subrecipient or Contractor Name:** Community and Family Service  
**City:** Huntington County  
**State:** IN  
**Zip Code:** 47371  
**DUNS Number:** 07-956  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 18547

**Subrecipient or Contractor Name:** Community Service Center of Morgan County, Inc  
**City:** Morgan County  
**State:** IN  
**Zip Code:** 46151  
**DUNS Number:** 01-142  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 35876

**Subrecipient or Contractor Name:** Coordinated Assistance Ministries, Inc  
**City:** Howard County  
**State:** IN  
**Zip Code:** 46901  
**DUNS Number:** 86-709  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Faith-Based Organization  
**ESG Subgrant or Contract Award Amount:** 48607

**Subrecipient or Contractor Name:** ECHO Housing Corporation  
**City:** Vanderburgh County  
**State:** IN  
**Zip Code:** 47710  
**DUNS Number:** 00-344  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 49886

**Subrecipient or Contractor Name:** Emmaus Mission Center

**City:** Cass County

**State:** IN

**Zip Code:** 46947

**DUNS Number:** 83-938

**Is subrecipient a VAWA-DV provider:** N

**Subrecipient Organization Type:** Faith-Based Organization

**ESG Subgrant or Contract Award Amount:** 25187

**Subrecipient or Contractor Name:** Evansville Goodwill Industries, Inc

**City:** Vanderburgh County

**State:** IN

**Zip Code:** 47715

**DUNS Number:** 07-405

**Is subrecipient a VAWA-DV provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 25583

**Subrecipient or Contractor Name:** Family Crisis Shelter, Inc

**City:** Montgomery County

**State:** IN

**Zip Code:** 47933

**DUNS Number:** 02-794

**Is subrecipient a VAWA-DV provider:** Y

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 23024

**Subrecipient or Contractor Name:** Family Promise of Greater Lafayette

**City:** Tippecanoe County

**State:** IN

**Zip Code:** 47902

**DUNS Number:** 01-073

**Is subrecipient a VAWA-DV provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 24170

**Subrecipient or Contractor Name:** Family Service Association of Howard County, Inc  
**City:** Howard County  
**State:** IN  
**Zip Code:** 46901  
**DUNS Number:** 60-995  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 57500

**Subrecipient or Contractor Name:** Family Service Society  
**City:** Grant County  
**State:** IN  
**Zip Code:** 46952  
**DUNS Number:** 17-342  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 40932

**Subrecipient or Contractor Name:** Family Service Association of Elkhart County, Inc dba iFit  
**City:** Elkhart County  
**State:** IN  
**Zip Code:** 46517  
**DUNS Number:** 16-377  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 26504

**Subrecipient or Contractor Name:** Gabriel's Horn Corporation  
**City:** Porter County  
**State:** IN  
**Zip Code:** 46385  
**DUNS Number:** 06-304  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Faith-Based Organization  
**ESG Subgrant or Contract Award Amount:** 17588



**Subrecipient or Contractor Name:** Gary Commission for Women

**City:** Lake County

**State:** IN

**Zip Code:** 46402

**DUNS Number:** 19-611

**Is subrecipient a VAWA-DV provider:** Y

**Subrecipient Organization Type:** Unit of Government

**ESG Subgrant or Contract Award Amount:** 26862

**Subrecipient or Contractor Name:** Genesis Outreach

**City:** Allen County

**State:** IN

**Zip Code:** 46803

**DUNS Number:** 02-772

**Is subrecipient a VAWA-DV provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 44130

**Subrecipient or Contractor Name:** Goshen Interfaith Hospitality Network

**City:** Elkhart County

**State:** IN

**Zip Code:** 46526

**DUNS Number:** 96-218

**Is subrecipient a VAWA-DV provider:** N

**Subrecipient Organization Type:** Faith-Based Organization

**ESG Subgrant or Contract Award Amount:** 30354

**Subrecipient or Contractor Name:** Hancock Hope House

**City:** Hancock County

**State:** IN

**Zip Code:** 46140

**DUNS Number:** 86-811

**Is subrecipient a VAWA-DV provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 42211

**Subrecipient or Contractor Name:** Haven House Incorporated  
**City:** Lake County  
**State:** IN  
**Zip Code:** 46325  
**DUNS Number:** 77-994  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 15759

**Subrecipient or Contractor Name:** Heart House Inc  
**City:** Dearborn County  
**State:** IN  
**Zip Code:** 47001  
**DUNS Number:** 07-446  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 47676

**Subrecipient or Contractor Name:** Hope House Inc  
**City:** Allen County  
**State:** IN  
**Zip Code:** 46802  
**DUNS Number:** 55-647  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 48607

**Subrecipient or Contractor Name:** House of Bread and Peace  
**City:** Vanderburgh County  
**State:** IN  
**Zip Code:** 47713  
**DUNS Number:** 03-362  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 35905

**Subrecipient or Contractor Name:** Housing Opportunities  
**City:** Porter County  
**State:** IN  
**Zip Code:** 46383  
**DUNS Number:** 14-332  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 107391

**Subrecipient or Contractor Name:** Interfaith Hospitality Network of Greater Fort Wayne  
**City:** Allen County  
**State:** IN  
**Zip Code:** 46805  
**DUNS Number:** 02-402  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Faith-Based Organization  
**ESG Subgrant or Contract Award Amount:** 37095

**Subrecipient or Contractor Name:** Interfaith Mission dba The Lighthouse  
**City:** Whitley County  
**State:** IN  
**Zip Code:** 46725  
**DUNS Number:** 02-269  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Faith-Based Organization  
**ESG Subgrant or Contract Award Amount:** 30699

**Subrecipient or Contractor Name:** Kosciusko County Shelter for Abuse Inc  
**City:** Kosciusko County  
**State:** IN  
**Zip Code:** 46581  
**DUNS Number:** 60-272  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 40293

**Subrecipient or Contractor Name:** Lafayette Transitional Housing Center

**City:** Tippecanoe County

**State:** IN

**Zip Code:** 47904

**DUNS Number:** 61-217

**Is subrecipient a VAWA-DV provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 50000

**Subrecipient or Contractor Name:** Lafayette Urban Ministry

**City:** Tippecanoe County

**State:** IN

**Zip Code:** 47901

**DUNS Number:** 16-752

**Is subrecipient a VAWA-DV provider:** N

**Subrecipient Organization Type:** Faith-Based Organization

**ESG Subgrant or Contract Award Amount:** 50000

**Subrecipient or Contractor Name:** Martha's House

**City:** Monroe County

**State:** IN

**Zip Code:** 47402

**DUNS Number:** 87-952

**Is subrecipient a VAWA-DV provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 24598

**Subrecipient or Contractor Name:** Mental Health America of Tippecanoe County

**City:** Tippecanoe County

**State:** IN

**Zip Code:** 474021

**DUNS Number:** 08-152

**Is subrecipient a VAWA-DV provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 50000

**Subrecipient or Contractor Name:** Middle Way House Inc  
**City:** Monroe County  
**State:** IN  
**Zip Code:** 47902  
**DUNS Number:** 61-823  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 43490

**Subrecipient or Contractor Name:** New Hope Family Shelter  
**City:** Monroe County  
**State:** IN  
**Zip Code:** 47402  
**DUNS Number:** 20-026  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 24187

**Subrecipient or Contractor Name:** North Central Indiana Crisis Center  
**City:** Jasper County  
**State:** IN  
**Zip Code:** 47978  
**DUNS Number:** 16-994  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 34369

**Subrecipient or Contractor Name:** Ozanam Family Shelter Corporation  
**City:** Vanderburgh County  
**State:** IN  
**Zip Code:** 47710  
**DUNS Number:** 80-403  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Faith-Based Organization  
**ESG Subgrant or Contract Award Amount:** 45844

**Subrecipient or Contractor Name:** Prisoner and Community Together  
**City:** Washington County  
**State:** IN  
**Zip Code:** 47167  
**DUNS Number:** 15-221  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 45983

**Subrecipient or Contractor Name:** Safe Passage  
**City:** Ripley County  
**State:** IN  
**Zip Code:** 47006  
**DUNS Number:** 14-068  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 37130

**Subrecipient or Contractor Name:** Shalom Community Center  
**City:** Monroe County  
**State:** IN  
**Zip Code:** 47402  
**DUNS Number:** 13-540  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Faith-Based Organization  
**ESG Subgrant or Contract Award Amount:** 26146

**Subrecipient or Contractor Name:** Sheltering Wings Center for Women  
**City:** Hendricks County  
**State:** IN  
**Zip Code:** 46122  
**DUNS Number:** 01-905  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Faith-Based Organization  
**ESG Subgrant or Contract Award Amount:** 46049

**Subrecipient or Contractor Name:** St. Elizabeth Catholic Charities  
**City:** Floyd County  
**State:** IN  
**Zip Code:** 47150  
**DUNS Number:** 95-674  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Faith-Based Organization  
**ESG Subgrant or Contract Award Amount:** 40932

**Subrecipient or Contractor Name:** St. Jude House  
**City:** Lake County  
**State:** IN  
**Zip Code:** 46307  
**DUNS Number:** 03-675  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Faith-Based Organization  
**ESG Subgrant or Contract Award Amount:** 37095

**Subrecipient or Contractor Name:** Stepping Stone Shelter for Women  
**City:** LaPorte County  
**State:** IN  
**Zip Code:** 46361  
**DUNS Number:** 87-887  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 48607

**Subrecipient or Contractor Name:** Stepping Stones Inc  
**City:** Monroe County  
**State:** IN  
**Zip Code:** 47404  
**DUNS Number:** 19-838  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 33257

**Subrecipient or Contractor Name:** The Caring Place  
**City:** Porter County  
**State:** IN  
**Zip Code:** 46383  
**DUNS Number:** 62-811  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 24553

**Subrecipient or Contractor Name:** The Center for Women and Families  
**City:** Floyd County  
**State:** IN  
**Zip Code:** 40201  
**DUNS Number:** 09-976  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 42211

**Subrecipient or Contractor Name:** The Salvation Army  
**City:** Tippecanoe County  
**State:** IN  
**Zip Code:** 47904  
**DUNS Number:** 16-982  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Faith-Based Organization  
**ESG Subgrant or Contract Award Amount:** 46688

**Subrecipient or Contractor Name:** United Caring Shelters  
**City:** Vanderburgh County  
**State:** IN  
**Zip Code:** 47708  
**DUNS Number:** 86-122  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Faith-Based Organization  
**ESG Subgrant or Contract Award Amount:** 48607



**Subrecipient or Contractor Name:** Vincent Village  
**City:** Allen County  
**State:** IN  
**Zip Code:** 46806  
**DUNS Number:** 96-025  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Faith-Based Organization  
**ESG Subgrant or Contract Award Amount:** 46049

**Subrecipient or Contractor Name:** YWCA of Northeast Indiana  
**City:** Allen County  
**State:** IN  
**Zip Code:** 46805  
**DUNS Number:** 08-873  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 35816

**Subrecipient or Contractor Name:** YWCA of Evansville  
**City:** Vanderburgh County  
**State:** IN  
**Zip Code:** 47708  
**DUNS Number:** 84-169  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 37095

**Subrecipient or Contractor Name:** YWCA of Greater Lafayette  
**City:** Tippecanoe County  
**State:** IN  
**Zip Code:** 47901  
**DUNS Number:** 10-363  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 37734

**Subrecipient or Contractor Name:** YWCA of Richmond  
**City:** Wayne County  
**State:** IN  
**Zip Code:** 47374  
**DUNS Number:** 80-707  
**Is subrecipient a VAWA-DV provider:** Y  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 17280

**Subrecipient or Contractor Name:** Aspire  
**City:** Hamilton County  
**State:** IN  
**Zip Code:** 46060  
**DUNS Number:** 12-158  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 24117.98

**Subrecipient or Contractor Name:** CANI-Elkhart and Kosciusko  
**City:** Elkhart/Kosciusko Counties  
**State:** IN  
**Zip Code:** 46853  
**DUNS Number:** 05-196  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 962.04

**Subrecipient or Contractor Name:** HealthVisions Midwest and Continuum of Care NWI  
**City:** Lake County  
**State:** IN  
**Zip Code:** 46402  
**DUNS Number:** 17-150  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 241122.09

**Subrecipient or Contractor Name:** Lafayette Transitional  
**City:** Tippecanoe County  
**State:** IN  
**Zip Code:** 47904  
**DUNS Number:** 61-217  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 21194.95

**Subrecipient or Contractor Name:** Aurora  
**City:** Vanderburgh County  
**State:** IN  
**Zip Code:** 47714  
**DUNS Number:** 11-133  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 126915.92

**Subrecipient or Contractor Name:** CANI-Ft. Wayne  
**City:** Allen County  
**State:** IN  
**Zip Code:** 46853  
**DUNS Number:** 05-196  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 307633.17

**Subrecipient or Contractor Name:** Human Services  
**City:** Bartholomew County  
**State:** IN  
**Zip Code:** 47201  
**DUNS Number:** 09-814  
**Is subrecipient a VAWA-DV provider:** N  
**Subrecipient Organization Type:** Other Non-Profit Organization  
**ESG Subgrant or Contract Award Amount:** 126988

## CR-65 - Persons Assisted

### 4. Persons Served

#### 4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused	0
Missing Information	0
<b>Total</b>	<b>0</b>

Table 1 – Household Information for Homeless Prevention Activities

#### 4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	280
Children	294
Don't Know/Refused	0
Missing Information	314
<b>Total</b>	<b>888</b>

Table 2 – Household Information for Rapid Re-Housing Activities

#### 4c. Complete for Shelter

Number of Persons in Households	Total
Adults	7,579
Children	4,126
Don't Know/Refused	0
Missing Information	22
<b>Total</b>	<b>11,727</b>

Table 3 – Shelter Information

#### 4d. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	7,859
Children	4,420
Don't Know/Refused	0
Missing Information	336
<b>Total</b>	<b>12,615</b>

Table 4 – Household Information for Persons Served with ESG

#### 5. Gender—Complete for All Activities

	Total
Male	4,881
Female	7,420
Transgendered	0
Unknown	314
<b>Total</b>	<b>12,615</b>

Table 5 – Gender Information

#### 6. Age—Complete for All Activities

	Total
Under 18	4,420
18-24	1,614
Over 24	6,245
Don't Know/Refused	0
Missing Information	336
<b>Total</b>	<b>12,615</b>

Table 6 – Age Information

**7. Special Populations Served—Complete for All Activities**

**Number of Persons in Households**

<b>Subpopulation</b>	<b>Total Persons Served – Prevention</b>	<b>Total Persons Served – RRH</b>	<b>Total Persons Served in Emergency Shelters</b>	<b>Total</b>
Veterans	0	6	375	381
Victims of Domestic Violence	0	7	5743	5750
Elderly	0	1	132	133
HIV/AIDS	0	2	14	16
Chronically Homeless	0	2	868	870
<b>Persons with Disabilities:</b>				
Severely Mentally Ill	0	13	1667	1680
Chronic Substance Abuse	0	1	1530	1531
Other Disability	0	8	1900	1908
Total (Unduplicated if possible)	0	19	6336	6355

**Table 7 – Special Population Served**

**Unable to complete Table 7 in eCAPER**

Please note that the eCAPER would not accept data for Table 7 on CR-65; the system repeatedly created error messages. The completed table appears above.

**Data not available in eSNAPS**

eSNAPS data did not prepopulate the following tables (CR-70 and CR-75). Data are provided where available. N/A or “0” indicates that data were not available.

## CR-70 – Assistance Provided

### 8. Shelter Utilization

Number of New Units – Rehabbed	N/A
Number of New Units – Conversion	N/A
Total Number of bed - nighths available	N/A
Total Number of bed - nights provided	N/A
Capacity Utilization	N/A

**Table 8 – Shelter Capacity**

## CR-75 – Expenditures

### 11. Expenditures

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

	Dollar Amount of Expenditures in Program Year		
	FY 2010	FY 2011	FY 2012
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Homelessness Prevention</b>	<b>0</b>	<b>0</b>	<b>0</b>

Table 9 - ESG Expenditures for Homelessness Prevention

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

	Dollar Amount of Expenditures in Program Year		
	FY 2010	FY 2011	FY 2012
Expenditures for Rental Assistance	0	516,870	348,739
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Rapid Re-Housing</b>	<b>0</b>	<b>516,870</b>	<b>348,739</b>

Table 10 – ESG Expenditures for Rapid Re-Housing

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

	Dollar Amount of Expenditures in Program Year		
	FY 2010	FY 2011	FY 2012
Essential Services	0	0	643,789
Operations	0	0	1,496,419
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>2,140,208</b>

Table 11 – ESG Expenditures for Emergency Shelter



**11d. Other Grant Expenditures**

	Dollar Amount of Expenditures in Program Year		
	FY 2010	FY 2011	FY 2012
HMIS	0	0	0
Administration	0	0	270,691
Street Outreach	0	0	0

**Table 12 - Other Grant Expenditures**

**11e. Total ESG Grant Funds**

Total ESG Funds Expended	FY 2010	FY 2011	FY 2012
3,048,278	0	516,870	3,048,278

**Table 13 - Total ESG Funds Expended**

**11f. Match Source**

	FY 2010	FY 2011	FY 2012
Other Non-ESG HUD Funds	0	0	N/A
Other Federal Funds	0	0	N/A
State Government	0	0	N/A
Local Government	0	0	N/A
Private Funds	0	0	N/A
Other	0	0	N/A
Fees	0	0	N/A
Program Income	0	0	N/A
<b>Total Match Amount</b>	<b>0</b>	<b>0</b>	<b>N/A</b>

**Table 14 - Other Funds Expended on Eligible ESG Activities**

**11g. Total**

Total Amount of Funds Expended on ESG Activities	FY 2010	FY 2011	FY 2012
3,048,278	0	516,870	2,531,408

**Table 15 - Total Amount of Funds Expended on ESG Activities**

## **Section III.**

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**HOPWA CAPER**



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

**2012-2013**

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

**REVISED DRAFT PREPARED SEPTEMBER 6, 2013**

**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.

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

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

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

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

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

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

**Definitions**

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

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

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

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

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

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

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

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

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

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

“grassroots.”

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

HUD Funding → Grantee → Project Sponsor

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

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

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

HUD Funding → Grantee → Project Sponsor → Subrecipient

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

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

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

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

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

## Part 1: Grantee Executive Summary

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

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

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

### 1. Grantee Information

<b>HUD Grant Number</b>  INH13F999		<b>Operating Year for this report</b> <i>From (mm/dd/yy)</i> 07/01/2012 <i>To (mm/dd/yy)</i> 06/03/2012		
<b>Grantee Name</b> Indiana Housing and Community Development Authority				
<b>Business Address</b>		30 S. Meridian St. Suite 1000		
<b>City, County, State, Zip</b>		Indianapolis	Marion	IN 46204
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		35-1485172		
<b>DUN &amp; Bradstreet Number (DUNs):</b>		086870479	<b>Central Contractor Registration (CCR):</b> <b>Is the grantee's CCR status currently active?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <b>If yes, provide CCR Number:</b>	
<b>*Congressional District of Grantee's Business Address</b>		IN-7		
<b>*Congressional District of Primary Service Area(s)</b>		IN-1, IN-2, IN-3, IN-4, IN-5, IN-6, IN-7, IN-8, IN-9		
<b>*City(ies) and County(ies) of Primary Service Area(s)</b>		<b>Cities:</b> ALL IN INDIANA		<b>Counties:</b> ALL IN INDIANA
<b>Organization's Website Address</b>  http://www.in.gov/ihcda		<b>Is there a waiting list(s) for HOPWA Housing Subsidy Assistance Services in the Grantee service Area?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <b>If yes, explain in the narrative section what services maintain a waiting list and how this list is administered.</b>		

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

## 2. Project Sponsor Information

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

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

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

Organization	Parent Company (if applicable)
AIDS Ministries/AIDS Assist of North Indiana	N/A
Name and Title of Contact at Sub-Recipient Organization	
Leeah Hopper, Executive Program Director	
Email Address	<a href="mailto:lhopper@aidsministries.org">lhopper@aidsministries.org</a>
Business Address	201 S William St
City, State, Zip, County	South Bend, IN 46601 St. Joseph County
Phone Number (including area code)	Fax Number (including area code)
574-234-2870	574-232-2872
Employer Identification Number (EIN) or Tax Identification Number (TIN)	35-1902136
DUN & Bradstreet Number (DUNs)	793023276
North American Industry Classification System (NAICS) Code	621999
Congressional District of Sub-Recipient's Business Address	IN-2
Congressional District(s) of Primary Service Area	IN-2
Cities of Primary Service Area	South Bend, Mishawaka, Elkhart, Goshen, Knox, Plymouth
Counties of Primary Service Area	
Total HOPWA subcontract amount of this organization for the operating year	\$159,500
Organization	Parent Company (if applicable)
AIDS Resource Group, INC.	N/A
Name and Title of Contact at Sub-Recipient Organization	
Tracy Huck, Executive Director	
Email Address	<a href="mailto:thuck@argevansville.org">thuck@argevansville.org</a>
Business Address	201 NW Fourth St, Suite B7
City, State, Zip, County	Evansville, IN 47708 Vanderburgh County
Phone Number (including area code)	Fax Number (including area code)
812-421-0059	812-424-9059
Employer Identification Number (EIN) or Tax Identification Number (TIN)	35-1834665
DUN & Bradstreet Number (DUNs)	827745647
North American Industry Classification System (NAICS) Code	813319
Congressional District of Sub-Recipient's Business Address	IN-8
Congressional District(s) of Primary Service Area	IN-8, IN-9
Cities of Primary Service Area	Evansville, Tell City, Vincennes, Jasper, Mt. Vernon, Loogootee
Counties of Primary Service Area	Posey, Vanderburgh, Warrick, Spencer, Perry, Gibson, Pike
Total HOPWA subcontract amount of this organization for the operating year	\$200,822



Organization		Parent Company (if applicable)	
AIDS Task Force		N/A	
Name and Title of Contact at Sub-Recipient Organization			
Arien Dillon, Housing Coordinator			
Email Address	<a href="mailto:arien@aidsoftwayne.org">arien@aidsoftwayne.org</a>		
Business Address	525 Oxford St		
City, State, Zip, County	Fort Wayne, IN 46806, Allen County		
Phone Number (including area code)		Fax Number (including area code)	
260-744-1144		260-745-0978	
Employer Identification Number (EIN) or Tax Identification Number (TIN)		31-1191147	
DUN & Bradstreet Number (DUNs)	19-631-4459		
North American Industry Classification System (NAICS) Code	813319		
Congressional District of Sub-Recipient's Business Address	IN-3		
Congressional District(s) of Primary Service Area	IN-3, IN-5, IN-6		
Cities of Primary Service Area	Fort Wayne, Warsaw, Wabash, Huntington, Auburn, Angola, Columbia		
Counties of Primary Service Area	Allen, Adams, Wells, Huntington, Wabash, Noble, Defiance		
Total HOPWA subcontract amount of this organization for the operating year			
			\$165,850
Organization		Parent Company (if applicable)	
AIDS Task Force of Laporte & Porter Counties		N/A	
Name and Title of Contact at Sub-Recipient Organization			
Tammy Morris, Executive Director			
Email Address	<a href="mailto:tmorrisap@aol.com">tmorrisap@aol.com</a>		
Business Address	5490 Broadway Suite L-3		
City, State, Zip, County	Merrillville, IN 46410		
Phone Number (including area code)		Fax Number (including area code)	
219-985-6170		219-985-6097	
Employer Identification Number (EIN) or Tax Identification Number (TIN)		35-1785024	
DUN & Bradstreet Number (DUNs)	800678740		
North American Industry Classification System (NAICS) Code	813319		
Congressional District of Sub-Recipient's Business Address	IN-1		
Congressional District(s) of Primary Service Area	IN-1		
Cities of Primary Service Area	Gary, Merrillville, Hammond, East Chicago, Valparaiso, Michigan City		
Counties of Primary Service Area	Lake, Porter, Laporte		
Total HOPWA subcontract amount of this organization for the operating year			
			\$201,217

Organization	Parent Company (if applicable)
Aspire Indiana, INC.	N/A
Name and Title of Contact at Sub-Recipient Organization	
Julie Holt, HIV Service	
Email Address	<a href="mailto:julie.foltz@aspireindiana.org">julie.foltz@aspireindiana.org</a>
Business Address	
9615 E 148 Suite 1	
City, State, Zip, County	
Noblesville, IN 46060, Hamilton	
Phone Number (including area code)	Fax Number (including area code)
765--610-3405	765-608-5541
Employer Identification Number (EIN) or Tax Identification Number (TIN)	
35-1341204	
DUN & Bradstreet Number (DUNs)	
121585822	
North American Industry Classification System (NAICS) Code	
622110	
Congressional District of Sub-Recipient's Business Address	
IN-5	
Congressional District(s) of Primary Service Area	
IN-4, IN-5, IN-6, IN-7	
Cities of Primary Service Area	
Anderson, Lafayette, Richmond, Muncie	
Counties of Primary Service Area	
Madison, Tipton, Howard, Miami, Cass, Jasper, Newton, Be	
Total HOPWA subcontract amount of this organization for the operating year	
161,458	
Organization	Parent Company (if applicable)
Hoosier Hills AIDS Coalition	N/A
Name and Title of Contact at Sub-Recipient Organization	
Dorothy Waterhouse, Treasurer	
Email Address	<a href="mailto:DWATERHOUSE@cchdaids.win.net">DWATERHOUSE@cchdaids.win.net</a>
Business Address	
1301 Akers Ave	
City, State, Zip, County	
Jeffersonville, IN 47130, Clark	
Phone Number (including area code)	Fax Number (including area code)
812-288-2706	812-288-1474
Employer Identification Number (EIN) or Tax Identification Number (TIN)	
35-1987523	
DUN & Bradstreet Number (DUNs)	
5376940	
North American Industry Classification System (NAICS) Code	
621999	
Congressional District of Sub-Recipient's Business Address	
IN-9	
Congressional District(s) of Primary Service Area	
IN-9	
Cities of Primary Service Area	
Seymour, Madison, Scottsburg	
Counties of Primary Service Area	
Orange, Jackson, Jennings, Crawford, Jefferson, Scott	
Total HOPWA subcontract amount of this organization for the operating year	
\$25,000	

Organization	Parent Company (if applicable)
Housing Authority of the City of Terre Haute	N/A
Name and Title of Contact at Sub-Recipient Organization	
Jeff Stewart, Executive Director	
Email Address	<a href="mailto:jstewart@terrehautehousing.org">jstewart@terrehautehousing.org</a>
Business Address	
2001 N. 19th St	
City, State, Zip, County	
Terre Haute, IN 47804, Vigo	
Phone Number (including area code)	Fax Number (including area code)
812-232-1381 x200	812-234-4164
Employer Identification Number (EIN) or Tax Identification Number (TIN)	
35-6007274	
DUN & Bradstreet Number (DUNs)	
50349430	
North American Industry Classification System (NAICS) Code	
925110	
Congressional District of Sub-Recipient's Business Address	
IN-8	
Congressional District(s) of Primary Service Area	
IN-8	
Cities of Primary Service Area	
Terre Haute, Clinton, Sullivan, Brazil, Rockville	
Counties of Primary Service Area	
Vigo, Parke, Sullivan, Vermillion, Clay	
Total HOPWA subcontract amount of this organization for the operating year	
\$43,094	
Organization	Parent Company (if applicable)
Indiana University Health Bloomington Positive Link	Indiana University Health
Name and Title of Contact at Sub-Recipient Organization	
Jill Stowers, Clinical Lead Manager	
Email Address	<a href="mailto:jstowers@iuhealth.org">jstowers@iuhealth.org</a>
Business Address	
333 E Miller Dr	
City, State, Zip, County	
Bloomington, IN 47401, Monroe	
Phone Number (including area code)	Fax Number (including area code)
812-353-3250	812-353-3226
Employer Identification Number (EIN) or Tax Identification Number (TIN)	
35-1720796	
DUN & Bradstreet Number (DUNs)	
72052137	
North American Industry Classification System (NAICS) Code	
622110	
Congressional District of Sub-Recipient's Business Address	
IN-9	
Congressional District(s) of Primary Service Area	
IN-9	
Cities of Primary Service Area	
Bloomington, Columbus, Spencer, Bedford	
Counties of Primary Service Area	
Monroe, Batholomew, Lawrence, Greene, Owen	
Total HOPWA subcontract amount of this organization for the operating year	
\$103,737	

**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.*

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

#### 4. Program Subrecipient Information

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

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

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

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

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

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

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

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

The Indiana Housing and Community Development Authority (IHCDA) is a HOPWA grantee supporting activities in the "balance of state," or the area of Indiana not supported by other HOPWA grantees. Within the state of Indiana are 12 HIV Care Coordination Regions as established by the Indiana State Department of Health (ISDH.) IHCDA ensures that sponsor organizations in each eligible organization receive a portion of HOPWA funds to support assistance to Hoosiers with HIV and/or AIDS.

Each HOPWA sponsor was selected by a Request for Proposals process that solicited applications from individual care coordination sites. HOPWA awards were then determined based on proposed budgets, proposed activities, and ISDH-published HIV/AIDS epidemiology reports. Among other activities funded by IHCDA's HOPWA grant were: long-term rental assistance, short-term rental assistance, mortgage assistance, utility assistance, facility-based housing, permanent housing placement, housing information services, and program administration. In 2012, an additional category of activities was added: Support Services, which allows the funding of activities which do not directly provide care or services, but facilitate the provision of care and services.

The ISDH HIV Care Coordination Regions are as follows:

#### REGION 1

Counties Served: Lake, Porter, LaPorte

Sponsor Agency: AIDS Task Force of Porter and LaPorte County, Inc, dba The Aliveness Project  
2012-2013 HOPWA Award: \$201,217.00

#### REGION 2

Counties Served: St. Joseph, Elkhart, Starke, Marshall, Pulaski, Fulton

Sponsor Agency: AIDS Ministries/AIDS Assist of North Indiana, Inc  
2012-2013 HOPWA Award: \$159,500

#### REGION 3

Counties Served: LaGrange, Steuben, Kosciusko, Noble, DeKalb, Whitley, Allen, Wabash, Huntington, Wells, Adams

Sponsor Agency: AIDS Task Force, Inc.  
2012-2013 HOPWA Award: \$165,850

#### REGIONS 4, 5, 6, and 9

Counties Served (Region 4): Newton, Jasper, Benton, White, Carroll, Warren, Tippecanoe, Clinton,

Fountain, Montgomery

Counties Served (Region 5): Grant, Blackford, Jay, Delaware, Randolph

Counties Served (Region 6): Cass, Miami, Howard, Tipton, Hamilton, Madison, Hancock

Counties Served (Region 9): Henry, Wayne, Rush, Fayette, Union, Decatur, Franklin, Ripley, Dearborn, Ohio

Sponsor Agency: Aspire Indiana

2011-2012 HOPWA Award: \$161,458

#### REGION 7

Counties Served: Boone, Hendricks, Marion, Morgan, Johnson, Shelby.

*\*Served by City of Indianapolis, not served by IHCDA*

#### REGION 8

Counties Served: Vermillion, Parke, Putnam, Vigo, Clay, Sullivan

Sponsor Agency: Housing Authority of the City of Terre Haute

2011-2012 HOPWA Award: \$43,094

#### REGION 10

Counties Served: Owen, Greene, Monroe, Lawrence, Brown, Bartholomew

Sponsor Agency: Indiana University Health Positive Link

2011-2012 HOPWA Award: \$103,737

#### REGION 11

Counties Served: Jackson, Jennings, Orange, Washington, Scott, Jefferson, Switzerland, Crawford, Harrison, Floyd, Clark

Sponsor Agency: Hoosier Hills AIDS Coalition

2011-2012 HOPWA Award: \$25,000.00

#### REGION 12

Counties Served: Knox, Daviess, Martin, Gibson, Pike, Dubois, Posey, Vanderburgh, Warrick, Spencer, Perry

Sponsor Agency: AIDS Resource Group, Inc.

2011-2012 HOPWA Award: \$200,822

## **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.

In 2012-2013, IHCD HOPWA sponsors assisted 372 individual households with housing subsidy assistance, of which 138 received tenant-based rental assistance; 47 received transitional housing facility-based assistance; 227 received short-term rent, mortgage, and utility assistance; and 45 received permanent housing placement services. 76 households received two or more of these services. Additionally, 247 households received housing information services. Funds spent totaled \$381,932.60 on tenant-based rental assistance; \$39,533.79 on transitional housing or short term facility-based assistance; \$221,018.48 on short-term rent, mortgage, and utility assistance; and \$27,781.98 on permanent housing placement services. \$179,897.28 was spent on housing information services, \$59,470 was spent by sponsors for program administration, and \$23,891.09 was spent by IHCD for grant administration.

**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.

Of all households assisted with housing subsidy assistance, only a very small number exited the program into unstable arrangements. For those households receiving tenant-based rental assistance, only 5 individuals exited into unstable arrangements. For those receiving short-term rent, mortgage, and utility assistance, 0 exited the program into unstable arrangements. For those receiving STRMU housing assistance, 7 exited into unstable arrangements.

Of 372 total households served by project sponsors/subrecipients with HOPWA Housing Subsidy Assistance, 96.77% exited into permanently or temporarily stable housing arrangements.

Grantee observed that, although fewer total households were directly assisted than in the previous year, it was determined that this was due to the success of previous programs in establishing stable arrangements for clients, and that those households who were assisted received a broader variety of assistance than previous HOPWA participants had.

**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.

In 2012-2013, HOPWA sponsors leveraged \$1,543,475.31, which is over 160% of HOPWA assistance. The most significant source of assistance came from the Indiana State Department of Health, from which sponsors received \$719,422 in funds to administer case management to HOPWA recipients. The second most lucrative source of funds was the Ryan White Program, from which sponsors received \$385,000.

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

In 2012-2013, no sponsors requested technical assistance in discharging their programs.



**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.

The most commonly reported barriers to stable housing are client’s criminal histories, credit histories, and mental health issues, all of which made it difficult to secure stable housing.

Sponsors also continue to report that stigma and discrimination related to client’s HIV/AIDS status remain barriers to securing stable housing.

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.

In 2012-2013, IHCD introduced the eligible category of activities: “Support Services,” which provides broader assistance than previous HOPWA grants, including transportation services. Previously, transportation challenges had presented a significant barrier to housing and treatment.

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

IHCD has not received any reports fitting that description.

**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*

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

*include those unmet needs assessed by HOPWA competitive grantees operating within the service area.*

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

1. Total number of households that have unmet housing subsidy assistance need.	80
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)	24
b. Short-Term Rent, Mortgage and Utility payments (STRMU)	56
• Assistance with rental costs	16
• Assistance with mortgage payments	3
• Assistance with utility costs.	37
c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities	0

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

<b>X = Data as reported in the area Consolidated Plan, e.g. Table 1B, CPMP charts, and related narratives</b>
X = Data established by area HIV/AIDS housing planning and coordination efforts, e.g. Continuum of Care
X = Data from client information provided in Homeless Management Information Systems (HMIS)
X = 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.
X = Data from prisons or jails on persons being discharged with HIV/AIDS, if mandatory testing is conducted
X = Data from local Ryan White Planning Councils or reported in CARE Act Data Reports, e.g. number of clients with permanent housing
X = Data collected for HIV/AIDS surveillance reporting or other health assessments, e.g. local health department or CDC surveillance data

**End of PART 1**

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

**1. Sources of Leveraging**

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

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

**A. Source of Leveraging Chart**

[1] Source of Leveraging	[2] Amount of Leveraged Funds	[3] Type of Contribution	[4] Housing Subsidy Assistance or Other Support
Public Funding			
Ryan White-Housing Assistance			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Ryan White-Other	\$385,000	Case Management	<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	\$17,852	Short Term Utility Assistance	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Community Block Grant	\$10,000	Case Management	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Indiana State Department of Health	\$719,422	Case Management, Supportive Services, Care Coordination, SPSP, CAG,	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public:	\$5,730	In-Kind	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Private Funding			
Grants	\$266,377	Rent Assistance, Indiana AIDS Fund, Prev. OP, Client, DEFA, Cash	<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
In-kind Resources	\$7,000	Travel, Rent	<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private:	\$19,000	Financial Assistance, Education	<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private:	\$12,500	Food Pantry	<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Funding			

Grantee/Project Sponsor/Subrecipient (Agency) Cash	\$93,533	Cash	<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Resident Rent Payments by Client to Private Landlord	\$7,061		
<b>TOTAL (Sum of all Rows)</b>	<b>\$1,543,475</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)	\$0.00
2.	Resident Rent Payments made directly to HOPWA Program	\$30,850
3.	<b>Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)</b>	<b>\$30,850</b>

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

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

<b>Program Income and Resident Rent Payment Expended on HOPWA programs</b>		<b>Total Amount of Program Income Expended (for this operating year)</b>
1.	Program Income and Resident Rent Payment Expended on Housing Subsidy Assistance costs	\$26,484.00
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	\$0.00
3.	<b>Total Program Income Expended (Sum of Rows 1 and 2)</b>	<b>\$26,484</b>

**End of PART 2**

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

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

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

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

<b>HOPWA Performance Planned Goal and Actual</b>		[1] Output: Households				[2] Output: Funding	
		HOPWA Assistance		Leveraged Households		HOPWA Funds	
		a.	b.	c.	d.	e.	f.
		Goal	Actual	Goal	Actual	HOPWA Budget	HOPWA Actual
<b>HOPWA Housing Subsidy Assistance</b>		<b>[1] Output: Households</b>				<b>[2] Output: Funding</b>	
1.	Tenant-Based Rental Assistance	110	138	29	0	\$419,093.39	\$381,932.60
2a.	<b>Permanent Housing Facilities:</b> Received Operating Subsidies/Leased units (Households Served)	0	0	0	0	0	0
2b.	<b>Transitional/Short-term Facilities:</b> Received Operating Subsidies/Leased units (Households Served) (Households Served)	16	47	0	0	\$63,280	\$39,533.79
3a.	<b>Permanent Housing Facilities:</b> Capital Development Projects placed in service during the operating year (Households Served)	0	0	0	0	0	0
3b.	<b>Transitional/Short-term Facilities:</b> Capital Development Projects placed in service during the operating year (Households Served)	0	0	0	0	0	0
4.	Short-Term Rent, Mortgage and Utility Assistance	220	227	116	135	\$243,988.74	\$221,018.48
5.	Permanent Housing Placement Services	30	45	13	10	\$31,300	\$27,781.98
6.	Adjustments for duplication (subtract)		76				
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)	376	372	158	145	\$694,382.13	\$670,266.85
<b>Housing Development (Construction and Stewardship of facility based housing)</b>							
8.	Facility-based units; Capital Development Projects not yet opened (Housing Units)	0	0	0	0	0	0
9.	Stewardship Units subject to 3 or 10 year use agreements	0	14				
10.	<b>Total Housing Developed</b> (Sum of Rows 8 & 9)	0	14	0	0	0	0
<b>Supportive Services</b>							
11a.	Supportive Services provided by project sponsors/subrecipient that also delivered HOPWA housing subsidy assistance	0	151			0	\$13,372.61
11b.	Supportive Services provided by project sponsors/subrecipient that only provided supportive services.	0	4			0	\$3,604.37
12.	Adjustment for duplication (subtract)	0	0			0	0
13.	<b>Total Supportive Services</b> (Columns a. – d. equal the sum of Rows 11 a. & b. minus Row 12; Columns e. and f. equal the sum of Rows 11a. & 11b.)	0	155			0	\$16,976.98
<b>Housing Information Services</b>							
14.	Housing Information Services	343	247			\$178,542	\$179,897.28
15.	<b>Total Housing Information Services</b>	343	247			\$178,542	\$179,897.28

Grant Administration and Other Activities		[1] Output Households				[2] Output: Funding	
16.	Resource Identification to establish, coordinate and develop housing assistance resources					0	0
17.	Technical Assistance (if approved in grant agreement)					0	0
18.	Grantee Administration (maximum 3% of total HOPWA grant)					\$23,891.09	\$23,891.09
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					\$59,470	\$59,470
20.	<b>Total Grant Administration and Other Activities (Sum of Rows 17 – 20)</b>					\$83,361.09	\$83,361.09
<b>Total Expended</b>							
21.	<b>Total Expenditures for program year (Sum of Rows 7, 10, 13, 15, and 20)</b>					\$956,285.22	\$950,502.20

## 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	2	\$1,767.60
6.	Employment assistance and training		
7.	Health/medical/intensive care services, if approved Note: Client records must conform with 24 CFR §574.310	3	\$2,319.00
8.	Legal services		
9.	Life skills management (outside of case management)		
10.	Meals/nutritional services	113	\$4,659.26
11.	Mental health services		
12.	Outreach		
13.	Transportation	71	\$8,362.76
14.	Other Activity (if approved in grant agreement). <b>Specify:</b>	1	\$168.36
15.	<b>Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)</b>	190	
16.	<b>Adjustment for Duplication (subtract)</b>	35	
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>	155	\$17,276.98

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

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

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

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

Housing Subsidy Assistance Categories (STRMU)		[1] Output: Number of <u>Households</u> Served	[2] Output: Total HOPWA Funds Expended on STRMU during Operating Year
a.	Total Short-term mortgage, rent and/or utility (STRMU) assistance	217	\$221,018.48
b.	<u>Of the total STRMU reported on Row a.</u> , total who received assistance with mortgage costs ONLY.	13	\$18,653.94
c.	<u>Of the total STRMU reported on Row a.</u> , total who received assistance with mortgage and utility costs.	11	\$22,275.60
d.	<u>Of the total STRMU reported on Row a.</u> , total who received assistance with rental costs ONLY.	100	\$92,878.78
e.	<u>Of the total STRMU reported on Row a.</u> , total who received assistance with rental and utility costs.	24	\$58,521.50
f.	<u>Of the total STRMU reported on Row a.</u> , total who received assistance with utility costs ONLY.	69	\$27,161.43
g.	Direct program delivery costs (e.g., program operations staff time)		\$4,507.73

**End of PART 3**



**Part 4: Summary of Performance Outcomes**

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

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

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

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

**A. Permanent Housing Subsidy Assistance**

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
Tenant-Based Rental Assistance	138	89	1 Emergency Shelter/Streets	2	Unstable Arrangements
			2 Temporary Housing	5	Temporarily Stable, with Reduced Risk of Homelessness
			3 Private Housing	38	Stable/Permanent Housing (PH)
			4 Other HOPWA	1	
			5 Other Subsidy		
			6 Institution		
			7 Jail/Prison	2	Unstable Arrangements
			8 Disconnected/Unknown	1	
			9 Death		Life Event
Permanent Supportive Housing Facilities/ Units	21	13	1 Emergency Shelter/Streets		Unstable Arrangements
			2 Temporary Housing	2	Temporarily Stable, with Reduced Risk of Homelessness
			3 Private Housing	5	Stable/Permanent Housing (PH)
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		
			7 Jail/Prison	1	Unstable Arrangements
			8 Disconnected/Unknown		
			9 Death		Life Event

**B. Transitional Housing Assistance**

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
Transitional/ Short-Term Housing Facilities/ Units	17	14	1 Emergency Shelter/Streets		Unstable Arrangements
			2 Temporary Housing		Temporarily Stable with Reduced Risk of Homelessness
			3 Private Housing	2	Stable/Permanent

			4 Other HOPWA		<i>Housing (PH)</i>
			5 Other Subsidy		
			6 Institution		
			7 Jail/Prison	1	<i>Unstable Arrangements</i>
			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			1		

**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
227	<b>Maintain Private Housing without subsidy</b> <i>(e.g. Assistance provided/completed and client is stable, not likely to seek additional support)</i>	73	<i>Stable/Permanent Housing (PH)</i>
	<b>Other Private Housing without subsidy</b> <i>(e.g. client switched housing units and is now stable, not likely to seek additional support)</i>	22	
	Other HOPWA Housing Subsidy Assistance	17	
	Other Housing Subsidy (PH)	5	
	<b>Institution</b> <i>(e.g. residential and long-term care)</i>		
	Likely that additional STRMU is needed to maintain current housing arrangements	94	<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
	<b>Transitional Facilities/Short-term</b> <i>(e.g. temporary or transitional arrangement)</i>	3	
	<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>	2	

	Emergency Shelter/street		<i>Unstable Arrangements</i>
	Jail/Prison	4	
	Disconnected	3	
	Death	4	<i>Life Event</i>
1a. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the prior operating year (e.g. households that received STRMU assistance in two consecutive operating years).			122
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).			72

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

#### 1a. Total Number of Households

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

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

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

<b>Total Number of Households</b>	
<b>1. For Project Sponsors/Subrecipients that provided HOPWA Housing Subsidy Assistance:</b> Identify the total number of households that received the following HOPWA-funded services:	
a. Housing Subsidy Assistance (duplicated)-TBRA, STRMU, PHP, Facility-Based Housing, and Master Leasing	504
b. Case Management	379
c. Adjustment for duplication (subtraction)	376
<b>d. Total Households Served by Project Sponsors/Subrecipients with Housing Subsidy Assistance (Sum of Rows a+b. minus Row c.)</b>	<b>507</b>
<b>2. For Project Sponsors/Subrecipients did NOT provide HOPWA Housing Subsidy Assistance:</b> Identify the total number of households that received the following HOPWA-funded service:	
a. HOPWA Case Management	17
<b>b. Total Households Served by Project Sponsors/Subrecipients without Housing Subsidy Assistance</b>	<b>17</b>

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

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

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

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

<b>Categories of Services Accessed</b>	<b>[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:</b>	<b>[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:</b>	<b>Outcome Indicator</b>
1. Has a housing plan for maintaining or establishing stable on-going housing	354	17	<i>Support for Stable Housing</i>
2. Had contact with case manager/benefits counselor consistent with the schedule specified in client's individual service plan (may include leveraged services such as Ryan White Medical Case Management)	363	17	<i>Access to Support</i>
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	355	14	<i>Access to Health Care</i>
4. Accessed and maintained medical insurance/assistance	352	15	<i>Access to Health Care</i>
5. Successfully accessed or maintained qualification for sources of income	301	7	<i>Sources of Income</i>

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

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

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

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

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

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

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

Categories of Services Accessed	[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:
Total number of households that obtained an income-producing job	65	3

**End of PART 4**

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

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

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

**Background on HOPWA Housing Stability Codes**

**Stable Permanent Housing/Ongoing Participation**

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

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

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

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

**Temporary Housing**

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

**Unstable Arrangements**

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

7 = Jail /prison.

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

**Life Event**

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

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

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

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

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

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

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

**End of PART 5**

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

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

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

*Note: See definition of Stewardship Units.*

**1. General information**

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

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

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

**3. Details of Project Site**

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

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

*I 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.

<b>Individuals Served with Housing Subsidy Assistance</b>	<b>Total</b>
Number of individuals with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance.	371

**Chart b. Prior Living Situation**

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

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

<b>Category</b>		<b>Total HOPWA Eligible Individuals Receiving Housing Subsidy Assistance</b>
1.	<u>Continuing</u> to receive HOPWA support from the prior operating year	79
<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)	7
3.	Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	5
4.	Transitional housing for homeless persons	0
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>	12
6.	Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	0
7.	Psychiatric hospital or other psychiatric facility	0
8.	Substance abuse treatment facility or detox center	1
9.	Hospital (non-psychiatric facility)	1
10.	Foster care home or foster care group home	0
11.	Jail, prison or juvenile detention facility	1
12.	Rented room, apartment, or house	182
13.	House you own	38
14.	Staying or living in someone else's (family and friends) room, apartment, or house	28
15.	Hotel or motel paid for without emergency shelter voucher	2
16.	Other	3

17.	Don't Know or Refused	1
18.	<b>TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)</b>	348

**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	7	10

**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.)	372
2. Number of ALL other persons <b>diagnosed</b> as HIV positive who reside with the HOPWA eligible individuals identified in Row 1 and who benefitted from the HOPWA housing subsidy assistance	54
3. Number of ALL other persons <b>NOT diagnosed</b> as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefitted from the HOPWA housing subsidy	195
<b>4. TOTAL number of ALL <u>beneficiaries</u> served with Housing Subsidy Assistance (Sum of Rows 1,2, &amp; 3)</b>	612

**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					
2.	18 to 30 years	38	20	1		59
3.	31 to 50 years	163	76			239
4.	51 years and Older	50	23	1		74
5.	<b>Subtotal (Sum of Rows 1-4)</b>	251	119	2		372
<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	71	70			141
7.	18 to 30 years	36	23			59
8.	31 to 50 years	52	45			97
9.	51 years and Older	37	23			60
10.	<b>Subtotal (Sum of Rows 6-9)</b>	196	161			357
<b>Total Beneficiaries (Chart a, Row 4)</b>						
11.	<b>TOTAL (Sum of Rows 5 &amp; 10)</b>	447	280	2		729

**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	0	0	0	0
2.	Asian	2	0	3	3
3.	Black/African American	111	2	111	0
4.	Native Hawaiian/Other Pacific Islander	1	0	1	24
5.	White	239	17	186	0
6.	American Indian/Alaskan Native & White	0	0	0	0
7.	Asian & White	0	0	0	0
8.	Black/African American & White	0	0	13	0
9.	American Indian/Alaskan Native & Black/African American	1	1	0	0
10.	Other Multi-Racial	12	7	15	10
11.	Column Totals (Sum of Rows 1-10)	366	27	329	37
<i>Data Check: Sum of Row 11 Column A and Row 11 Column C equals the total number HOPWA Beneficiaries reported in Part 3A, Section 2, Chart a., Row 4.</i>					

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

**Section 3. Households**

**Household Area Median Income**

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

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

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

Percentage of Area Median Income		Households Served with HOPWA Housing Subsidy Assistance
1.	0-30% of area median income (extremely low)	233
2.	31-50% of area median income (very low)	98
3.	51-80% of area median income (low)	41
4.	<b>Total (Sum of Rows 1-3)</b>	<b>372</b>

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

**B. Facility-Based Housing Assistance**

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

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

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

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

AIDS Ministries/AIDS Assist of Northwest Indiana

**2. Capital Development**

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

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

Type of Development this operating year	HOPWA Funds Expended this operating year (if applicable)	Non-HOPWA funds Expended (if applicable)	Name of Facility:
<input type="checkbox"/> New construction	\$	\$	<b>Type of Facility [Check <u>only one</u> box.]</b> <input type="checkbox"/> Permanent housing <input checked="" type="checkbox"/> Short-term Shelter or Transitional housing <input type="checkbox"/> Supportive services only facility
<input type="checkbox"/> Rehabilitation	\$	\$	
<input type="checkbox"/> Acquisition	\$	\$	
<input checked="" type="checkbox"/> Operating	\$39,533.79	\$21,819.24	
a.	Purchase/lease of property:		Date (mm/dd/yy):
b.	Rehabilitation/Construction Dates:		Date started: <span style="float: right;">Date Completed:</span>
c.	Operation dates:		Date residents began to occupy: <input type="checkbox"/> Not yet occupied
d.	Date supportive services began:		Date started: <input type="checkbox"/> Not yet providing services
e.	Number of units in the facility: 15		HOPWA-funded units = 15 <span style="float: right;">Total Units = 15</span>
f.	Is a waiting list maintained for the facility?		<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, number of participants on the list at the end of operating year 23</i>
g.	What is the address of the facility (if different from business address)?		

h.	Is the address of the project site confidential?	<input checked="" type="checkbox"/> Yes, protect information; do not publish list <input type="checkbox"/> No, can be made available to the public
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**2b. Number and Type of HOPWA Capital Development Project Units (For Current or Past Capital Development Projects that receive HOPWA Operating Costs this Reporting Year)**

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

	Number Designated for the Chronically Homeless	Number Designated to Assist the Homeless	Number Energy-Star Compliant	Number 504 Accessible
Rental units constructed (new) and/or acquired with or without rehab				
Rental units rehabbed	9	15	15	3
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	4	5	4	2		
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	15	\$39,533.79

c.	Project-Based Rental Assistance (PBRA) or other leased units		
d.	Other Activity (if approved in grant agreement) <b>Specify:</b>		
e.	<b>Adjustment to eliminate duplication (subtract)</b>		
f.	<b>TOTAL Facility-Based Housing Assistance (Sum Rows a. through d. minus Row e.)</b>	15	\$39,533.79

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

AIDS Task Force – (Ft Wayne)
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**2. Capital Development**

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

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

Type of Development this operating year	HOPWA Funds Expended this operating year (if applicable)	Non-HOPWA funds Expended (if applicable)	Name of Facility: Jack Ryan House
<input type="checkbox"/> New construction	\$	\$	<b>Type of Facility [Check <u>only one</u> box.]</b> <input checked="" type="checkbox"/> Permanent housing <input type="checkbox"/> Short-term Shelter or Transitional housing <input type="checkbox"/> Supportive services only facility
<input type="checkbox"/> Rehabilitation	\$	\$	
<input type="checkbox"/> Acquisition	\$	\$	
X Operating	\$3953325,627.37	\$	
a.	Purchase/lease of property: Purchase		Date (mm/dd/yy): 02/13/1996
b.	Rehabilitation/Construction Dates:		Date started: _____ Date Completed: 11/17/2006
c.	Operation dates:		Date residents began to occupy: <input type="checkbox"/> Not yet occupied
d.	Date supportive services began:		Date started: X Not yet providing services
e.	Number of units in the facility:		HOPWA-funded units = 15      Total Units = 15
f.	Is a waiting list maintained for the facility?		<input type="checkbox"/> Yes    X No <i>If yes, number of participants on the list at the end of operating year</i>
g.	What is the address of the facility (if different from business address)?		
h.	Is the address of the project site confidential?		<input type="checkbox"/> Yes, protect information; do not publish list <input type="checkbox"/> No, can be made available to the public

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

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

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

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

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

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

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

**3a. Check one only**

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

**3b. Type of Facility**

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

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

Type of housing facility operated by the project sponsor/subrecipient		Total Number of Units in use during the Operating Year Categorized by the Number of Bedrooms per Units				
		SRO/Studio/0 bdrm	1 bdrm	2 bdrm	3 bdrm	4 bdrm
a.	Single room occupancy dwelling					
b.	Community residence					
c.	Project-based rental assistance units or leased units	4	11			
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	15	\$25,627.37
c.	Project-Based Rental Assistance (PBRA) or other leased units		
d.	Other Activity (if approved in grant agreement) <u>Specify:</u>		
e.	<b>Adjustment to eliminate duplication (subtract)</b>		
f.	<b>TOTAL Facility-Based Housing Assistance (Sum Rows a. through d. minus Row e.)</b>	15	\$25,627.37





# **Appendix A.**

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**Public comments**

# **APPENDIX A.**

## **Public Comments**

The 2012 CAPER was available for public review between September 13, 2013 and September 27, 2012. Public comments were encouraged and accepted during this period. A hard copy of the CAPER was on file with the Indiana Office of Community and Rural Affairs and electronic copies are available to download on agency websites. The public notice announcing the availability of the CAPER was published in several newspapers throughout Indiana prior to its availability for public comment.

In the final CAPER, this section will contain a record of all public comments received on the draft CAPER.

**AVISO DE REGISTRO  
DEL  
INFORME COMBINADO DE EVALUACIÓN DEL DESEMPEÑO ANUAL**

Para ver una versión en español de este anuncio de Aviso de Registro del Informe Combinado de Evaluación del Desempeño Anual visite el sitio web [www.in.gov/ocra](http://www.in.gov/ocra). Para traducciones al español de los documentos mencionados en este anuncio, escribir al Indiana Office of Community and Rural Affairs, One North Capitol, Suite 600, Indianapolis, Indiana 46204 o E-mail [bdawson2@ocra.in.gov](mailto:bdawson2@ocra.in.gov).

**NOTICE OF FILING  
OF  
2012 COMBINED ANNUAL PERFORMANCE EVALUATION REPORT**

Notice is hereby given that the Indiana Office of Community & Rural Affairs, and the Indiana Housing and Community Development Authority will file their 2012 Combined Annual Performance Evaluation Report with the U.S. Department of Housing & Urban Development (HUD) on or about September 30, 2013. These programs are funded through the U.S. Department of Housing & Urban Development under Title I of the Housing & Community Development Act of 1974 as amended.

The Combined Annual Performance Evaluation Report provides information on the expenditure of activities with regard to the Community Development Block Grant (CDBG) Program, the Home Investment Partnership (HOME) Program, the Emergency Shelter Grant (ESG) Program, and the Housing Opportunities for Persons With Aids (HOPWA) Program. The Office of Community & Rural Affairs will have the Combined Annual Performance Evaluation Report available for public inspection prior to its submission. Members of the public, especially persons of low to moderate income, are invited to review the Combined Annual Performance Evaluation Report prior to its submission during the hours of 8:30 a.m. to 5:00 p.m., Friday, September 13, 2013 through Friday, September 27, 2013, at the Indiana Office of Community & Rural Affairs, One North Capitol, Suite 600, Indianapolis, Indiana 46204. Information regarding the Combined Annual Performance Evaluation Report can be obtained by writing to: Office of Community and Rural Affairs, Grant Support Division, c/o Beth Dawson, One North Capitol, Suite 600, Indianapolis, Indiana 46204-2027. Additional information may also be obtained via e-mail at [bdawson2@ocra.IN.gov](mailto:bdawson2@ocra.IN.gov) or by phone at 1-800-824-2476.