



CITY OF BUFFALO

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT MAY 1, 2011 - APRIL 30, 2012

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Mayor*

DRAFT

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Part One: Overview of Accomplishments

Program Year 37

General Questions

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

The Buffalo Urban Renewal Agency (BURA) identified the provision of decent and affordable housing within stable neighborhoods for both owner and renter households as the overarching priority need. In addressing this need, federal HOME and CDBG funds were used to support the new housing construction, down payment and closing cost assistance, housing rehab and emergency assistance programs. New York State Affordable Housing funds available through our partner neighborhood based organizations supplemented these programs. Private sector resources, in the form of lender provided mortgages, provided additional financial support to the new housing and CHDO rehab/resale programs.

HOME INVESTMENT PARTNERSHIP PROGRAM GOALS AND PRIORITIES

The 2008-2012 Consolidated Plan includes the following specific priority needs to be met over the five years term –

- Create new residential homeownership opportunities for low and moderate-income individuals.
- Rehabilitate abandoned and deteriorated housing.
- Assist homeowners in rehabilitating and weatherizing homes and preventing further deterioration
- Eliminate lead-based paint hazards in older homes, particularly those in which a child under the age of 6 resides or spends substantial time.
- Market new housing and rehabilitation programs to low-and moderate-income residents.

During the reporting period, BURA, along with our community partners, administered a number of ongoing programs that support these priorities.



Housing Opportunities Made Equal Main-Ferry Mixed Use Rental Project- - 1542 Main

To ensure a balance of housing types and improved values throughout the City, rehabilitation of existing homes and new housing construction proceeded as planned, although slowly. Implementation of the targeted owner occupied rehab program was challenging due to staffing losses, but the issues have been resolved and the program will be back on track for the coming year. The CDBG and CDBG-R funded emergency assistance program assisted owners with critical needs to ensure that the most serious housing problems were addressed. BURA also continued to assist first time homebuyers through the CDBG funded Down Payment and Cost Assistance Program. The HOME Program supported several ongoing and new affordable rental housing rehab and development projects: the **St. Martin Village and Holy Family Senior Housing projects** were completed and tenants have settled in; construction for the **Housing Opportunities Made Equal Main-Ferry Project and PUSH/Massachusetts Avenue Affordable Rental Housing Project** is continuing although delays were caused by additional environmental remediation requirements. Completion of these two projects is expected within the coming year. New HOME funds were allocated for renovations to the **Walden Park Senior Housing Project** and construction by the Second Chance Ministries CDC of six new affordable rental units at **363 East Ferry**

The HOME CHDO Acquisition/Rehab/Resale Program, with the participation of two active community groups, made smaller efforts to ensure that affordable homeownership housing opportunities available in two of neighborhoods, including the lower West Side, and the Fillmore-Leroy area. Existing homes are renovated and sold at market rate, or with

direct HOME subsidies, to low-income families in areas where new housing construction is not feasible. **Three homes** were completed and one is under construction. Sales are pending on some units.

Bethel CDC sold the final unit available in the Performing Arts New Housing Project and True CDC completed construction of three new single family homes for sale to low/moderate income buyers as part of the Woodlawn Homes New Housing Project.

OSP housing programs are available to applicants based upon household income. Programs are designed to assist existing owners and to expand homeownership opportunities for all residents regardless of race, gender, color, national origin, familial status or disability.

Additional information describing HOME Program accomplishments is provided below in the Specific Housing Objectives section.

Goal One - Develop and apply market and neighborhood sensitive housing rehabilitation strategies for both rental and owner occupied housing.

Objectives –

- a) Provide **housing rehab assistance** to **40** single and multi-family owner occupied structures to assist homeowners in keeping their properties in compliance with code and free from lead based paint hazards (HOME)

Results: Rehab assistance, funded through the **HOME program**, was provided to rehabilitate **3 owner occupied structures** representing **3 units**. A total of **\$133,310** was allocated to these properties. NOTE – The Targeted Streets Owner Occupied Rehab Program was suspended to allow for program modifications, and staff changes, but is expected to be fully operational in the coming year

- b) Continue our **emergency repairs program** to assist **142** homeowners in addressing needed emergency repairs to major systems (roof system, furnace, water or sewer line, hot water tank, electrical panel, or water meter) (CDBG). An additional 50 units are expected to be completed with the use of Recovery Act 2009 funds (CDBG-R) for property within the Mid-City NRSA and other designated focus areas.

Results: Emergency assistance funded through the CDBG and CDBG-R programs was provided to maintain **76 structures** representing **104 units**. A total of **56** owners were assisted through the standard Emergency program and **20** owners received funding through CDBG-R. Eligible repair categories include broken water or sewer lines, non-functioning furnace or hot water tank, hazardous electrical panel, or roof system leaks. A total of **\$670,845 in CDBG funds** supplemented by

\$205,979 in CDBG-R funds was allocated to these properties at an average cost of \$11,099 per structure.

Provide assistance for weatherization related improvements to **36** owner occupied residences.

Results: The Weatherization Program was launched during the summer of 2011. Results achieved for the Weatherization Program under this Goal will be reported as part of the 2012 CAPER. A total of **23** applications are under review.

Goal Two - Remove the blighting influence of dilapidated residential structures from the housing inventory

Objectives –

- a) Demolish 140 distressed single family or multi-family housing units with the initial focus on abandoned and dilapidated structures. City bond funds and General funds, as well as NYS grant funds have also been committed to provide funding for as many as 1,000 demolitions per year. Neighborhood Stabilization Program (NSP) funding will also be used to demolish **17** deteriorated, vacant units.
- b) Coordinate demolitions and code enforcement with our HOME CHDO partners so that area improvements are seen in specific neighborhoods where housing activities are happening.

Results:

BURA and City officials worked with State lawmakers and the local delegation to obtain additional funds for demolitions of privately owned dilapidated properties that impact our neighborhoods with respect to value and appreciation. This additional source of funds will allow us to address the significant number of structures that should be taken down to improve City streets.

\$3,911,841.24 was disbursed for 191 properties that were demolished and for properties requiring environmental work - asbestos surveys & sampling as well as air sampling & monitoring.

Also during the program year, the city expended \$2,686,022.00 in Capital Bond Funds to do 112 demolitions/asbestos removals. Also, there were 25 demolitions/asbestos removals (\$500,000.00) with General Fund money. These demolitions address blight on a street-by-street basis and assist in improving neighborhoods throughout the city.

The Clean & Seal Program was instrumental in removing blight and keeping the city's neighborhoods safe. The Clean & Seal team completed a total of

1,002 board-ups during the period. No CDBG funds were expended on this program during the period.

Goal Three - Develop new affordable housing in priority areas and develop new market rate housing for owner and renter households –

The Office of Strategic Planning has established the Livable Communities Program to focus the available financial resources in designated areas, including our neighborhood Target Areas, and the Mid-City NRSA.

- a) Work with private developers to create **20** new affordable rental units

Results: BURA provided more than two million dollars in HOME funding for two major affordable rental housing projects during the reporting year to support a total of **130** affordable rental units, of which **51** are designated as HOME-assisted units. The HOME funds leveraged approximately twelve million dollars from a variety of sources to ensure the continuing availability of affordable rental units.

The Walden Park Senior Housing project will provide for renovations to 114 one-bedroom and 12 two bedroom apartments for low income seniors



Second Chance Residences – 363 East Ferry

at 101 Bakos Blvd in the Schiller Park CCE area. The project will use **\$650,000.00** in HOME funds provided by the City of Buffalo Urban Renewal Agency, in addition to \$4,950,000 in bond financing provided by through the Buffalo Municipal

Housing Authority, \$3,430,000 from the U.S. Department of Housing and Urban Development Replacement Housing Factor Program, \$2,990,000 in Low Income Housing Tax Credit equity funding , \$277,667 from property revenues and \$304,165 in deferred developer fees, for a proposed total project cost of more than \$12.6 million dollars.

Second Chance Ministries is developing a vacant parcel at 363 East Ferry to create six three-bedroom townhomes for low and very low income households. An allocation of **\$1,392,090** in HOME funds is supporting this project with full occupancy expected by July 1, 2012.

- b) Work with our development partners to create new single family homes for sale to low and moderate income households.

While BURA focused on supporting the creation of new affordable rental units, the construction of new single family homes has slowed in response to market factors. **One single family unit closed during the reporting period as noted below.**

In 2010, Bethel Community Development Corporation CHDO completed construction of five (5) new single family units within the Cold Springs neighborhood in the Mid-City NRSA under the Performing Arts New Housing Program. **The fifth and final unit closed during the reporting period as noted above.** .

Also in 2010, True CDC was allocated a total of **\$724,839** in HOME funds to construct three new single family homes for sale to low/moderate income buyers as part of the Woodlawn Homes New Housing Project. Two units have been sold and closings are pending. Marketing for the final unit is ongoing.

Goal Four - Encourage new homeowners for existing residential buildings pursuant to the Livable Communities Initiatives' "Revitalize" and "Reinforce" neighborhoods.

Objectives –

- a) Provide financial assistance to approved Community Housing Development Organizations (CHDOs) to create to **6** fully renovated, lead safe homes for sale to new low and moderate income homebuyers.



HomeFront – 19th Street Project

Results: Progress in meeting the goal of providing affordable housing purchase opportunities through the CHDO rehab program proceeded slowly during the reporting period. HomeFront completed construction of the three units remaining in the 19th Street Project on the city's West Side and two units are under contract. A total of **\$175,240** was allocated to these properties (reported in the 2010-2011 CAPER). It is expected that all three units will close within the next twelve months.

The most recent acquisition/rehab/resale project at 82 Wakefield in the Fillmore-Leroy (FLARE) area will be completed before the end of 2012. Marketing efforts are underway for this unit. FLARE also sold and closed on one unit at 54 Victoria that was fully renovated using CHDO proceeds from prior CHDO project sales.

- b) Provide downpayment and closing cost assistance for up to 20 households (CDBG)

Results: Closing Cost assistance was provided to thirty-two (**32**) homebuyers who purchased single family homes in various locations throughout the City. All buyers are required to attend first time homebuyer classes to prepare for homeownership and all properties acquired must be generally code compliant and lead safe. An additional six applications are

in process. A total of **\$136,724** in CDBG funds (averaging \$4,272 per homebuyer) was disbursed to assist these new homebuyers.

Goal Five - Support the rebuilt/reorganized assisted and affordable service delivery system

Objectives –

- a) Continue to work with the designated rehab program administrator and the network of affiliated community based organizations (CBOs) to ensure the effective delivery of affordable housing services within the City of Buffalo.

CBO Contractor Work Plans

The primary responsibilities of the CBO network included:

- The coordination of the rehabilitation loan program including the marketing and conducting outreach for the programs on a regular basis to help identify low mod limited clientele to participate in the programs.
- Conduct outreach to ensure that the under-served population of minorities, the elderly and the single parent households benefit from the programs.
- The coordination of the Home Buyer Assistance (Down Payment and Closing Costs) Program.
- The research of a target/focus area (residential streets) to be identified for possible code enforcement by the City of Buffalo Housing Inspector in conjunction with the owner occupied rehab program.
- The documentation of the assistance and guidance provided to residents, The CBO were to promote access to Fair Housing, Legal and Human Service agencies for those residents that may require assistance dealing with predatory lending, foreclosure, insurance, adequate housing for disabled individuals and credit issues.
- The promotion of affordable homeownership opportunities by conducting or referring clients to not for profits offering education, counseling and financial assistance classes and programs.
- The attendance at all mandated community meetings, public hearings or CBO network meetings sponsored by BURA or hosted by the Office of Strategic Planning.
- Strengthen community ties by sponsoring or co-sponsoring a number of housing, block club or neighborhood events.
- Participate in any city-sponsored neighborhood events such as the Clean Sweeps or neighborhood tours.
- Research, identify and apply for other private and public funds to help leverage or augment current resources.

Over the course of May 1, 2011 – April 30, 2012, through the Office of Strategic Planning and its partners, we have completed the following activities:

Rehab Assistance: The rehab program was limited to applications for the emergency repair program (roof replacement or a property with a critical emergency condition). The groups were notified of a moratorium on the submission of new applications for the Target Streets and the 50/50 Programs. However, exceptions were made for applications to be matched with funds awarded under the New York State Affordable Housing Corporation (AHC) program. The six agencies submitted a total of 155 applications to Belmont Shelter Corporation, the loan administrator, for consideration for the program.

Program	Applications
Emergency	24
Emergency – Roof	126
AHC Match	1
Block-By-Block Loan	4
Total	155
Apps rejected or withdraw	-13
Total	142

Home Buyer Assistance (Down Payment and Closing Costs) Program. The CBOs received payment for a total of 22 applications submitted to OSP for review and approval.

Identification of Target/Focus Area: Each CBO researched and identified street(s) to be considered for inclusion in the rehab loan program, neighborhood clean-ups and the identification of problem properties. The research and selection of the focus area allowed the CBO, assigned to one or more districts, the opportunity to get out, visit the community, and become more familiar with the neighboring districts. The selection of the area, once approved will allow the agency to direct limited funds and attention to one particular area. The groups were also encouraged to identify problem properties, meet with block clubs and to encourage residents to get involved in their neighborhood/community. The critical issues to be considered when selecting streets included blocks/streets located around priority sites such as new development or neighborhood schools; areas where HOME dollars are being invested through CHDO projects; and streets where other dollars (AHC, NeighborWorks®, private) have been identified to match existing program funds. Each CBO, prior to the submission of the proposal, was to meet with the City of Buffalo Planning Department to discuss the selection of streets. Community

Planners, in turn, were to offer input regarding City of Buffalo initiatives and any other items that may support the selection of the streets. Nine proposals, covering thirteen streets, were submitted for review and approval by the planning department.

Research Problem Properties: The CBOs identified and research 306 problem properties. The background information compiled for each property helped to identify the owner, the status of the property and the next steps to be taken by the CBO and/or housing court.

Websites: The CBOs were responsible to continue to update the content of the site, periodically, to include up-to-date information regarding neighborhood news, program products and other services. The groups were encouraged to expand their site to include information regarding the general history of the agency, board of directors, annual reports, press releases, newsletters, testimonials and feedback. A few of the groups also used social networking service/website to communicate with area residents and kept them informed regarding upcoming meetings, events and programs. These sites also allowed residents who may not know each other to communicate about issues or neighborhood concerns.

CBO	Updated Web Site
Ellicott District CD	http://edcd.org
Fillmore Leroy Area Residents	http://flarebuffalo.org
Lt. Col. Matt Urban	http://urbanctr.org
Old First Ward	http://old1stward.com
University District CD	http://udcda.org
West Side NHS	http://www.wsnhs.org

Resource Directories: The CBOs were responsible to update the current resource directory published for their assigned council district. This year the agency was provided a checklist for items that were to be included in the document. A special emphasis was placed on updating information pertaining to Homeless Prevention Services, government Web sites, and the 311 Call Center. The directory assists staff with making cross referrals to other agencies for available programs and services. Copies are made available to area block clubs, youth/senior centers and civic organizations.

CBO Community Outreach/Participation: The CBOs have noted 2,766 referrals for access to fair housing, legal or human service services and programs. 1,161 callers were referred to various agencies for home buyer education or down payment and closing costs assistance. The CBO staff have attended or sponsored 116 community events such as financial workshops, mortgage check-up seminars and neighborhood clean-ups. Staff has also attended 813 meetings held in concert with block clubs, Good

Neighbors' Planning Alliances, business and taxpayers associations, banks, other not-for-profits and neighborhood colleges. Additionally, all of the groups have maintained an inventory of block clubs and organizations so that they can market and promote programs and services to the residents of the area.

Research, Identification and Application for Private and Public Funds:

All of the agencies continue to research and submit applications for additional funds to help leverage or augment current resources. Potential funding sources included the New York State (Affordable Housing Corporation, Weatherization, Homeless Housing), NeighborWorks®, Federal Home Loan Bank, Community Foundation of Greater Buffalo, Junior League, Home Depot, Lowes and area banks. Groups were encouraged to share resources/staff and to conduct outreach to local colleges to identify and work with interns.

Partnerships & Linkages: The CBO housing groups continued to foster partnerships and linkages with various public and private organizations. Some have more formal relationships defined by an official memorandum of agreement/understanding while other groups meet to discuss ways they can collaborate on programs and/or shared staff.

Goal Six - Remove lead based paint hazards

- a) Provide housing rehab assistance to **40** single and multi-family owner occupied structures to assist homeowners in keeping their properties in compliance with code and free from lead based paint hazards – **These Results also noted under Goal One**).

Results: Rehab assistance, funded through the HOME program, was provided to rehabilitate **3 owner occupied structures** representing **3 units**. A total of **\$133,310** was allocated to these properties. **Interim Control measures** to alleviate lead hazards were utilized for this program.

- b) Work with private developers to create **20** new affordable rental units (**These Results also noted under Goal Three**).

Results: BURA provided more than two million dollars in HOME funding for two major affordable rental housing projects during the reporting year to support a total of **130** affordable rental units, of which **51** are designated as HOME-assisted units. Because both projects were constructed after 1978, both are exempt from Lead Based Paint Hazard Reduction requirements.

- c) Provide financial assistance to approved Community Housing Development Organizations (CHDOs) to create to **6** fully renovated, lead

safe homes for sale to new low and moderate income homebuyers.
(These Results also noted under Goal Four).

Results: The remaining three units of the Nineteenth Street Project on the West Side t and the most recent acquisition/rehab/resale project at 82 Wakefield in the Fillmore-Leroy area will be completed before the end of 2012. These projects require that **lead abatement activities** be undertaken as part of the renovations.

Goal Seven – Support housing efforts in the NRSA –

Objective

- a) Continue our owner occupied rehab program to assist **36** homeowners in addressing required code related repairs and lead remediation through the New York State Affordable Housing Corporation Block by Block Program for properties located within the boundaries of the Mid-City NRSA.

Results: The City did not meet this goal but is actively working to ensure the success of this initiative, however all administrative requirements of the AHC program have been met. All funding has been finalized and program marketing is proceeding with enthusiasm. Five applications have been accepted and environmental clearances are in process.

- b) Provide financial assistance for emergency repairs to owner occupied homes for roof or furnace replacement using Recovery Act 2009 (Stimulus Program) funds as described in Goal One.

Results: Emergency assistance funded through the CDBG-R (Recovery Act) programs was provided to maintain **9 structures** within the NRSA. Eligible repair categories include non-functioning furnace or roof system leaks. **Previously incorporated under the figures reported under Goal 1b.**

- c) Provide for the renovation and resale of **13** structures to low income first time home buyers using funds provided through the federal Neighborhood Stabilization and New York State Affordable Housing Corporation Block by Block Programs.

Results: The City did not meet this goal but is actively working to ensure the success of this initiative in the near future. All funding has been finalized and **eight (8)** structures will be renovated and sold through the federal Neighborhood Stabilization Program (NAP) before the end of 2012. In addition, the City has identified **five (5)** properties to be renovated and resold through the NYS Block by Block initiative. Specifications for work under four NAP homes have been completed and bids have been received. Construction will begin in the summer of 2012.

CDBG Goals and Objectives

Number One Priority: Community Revitalization and Homeownership

Goal One: Provide necessary public services to improve health, safety and the quality of life of low income and special populations, especially families with children, the homeless, those with disabilities, the elderly and frail elderly, and others with special needs.

Objective – Provide housing counseling and fair housing services for 2,164 persons.

Results:

During the May 1, 2011 – April 30, 2012 program year BURA awarded contracts to four agencies for a total funding level of \$222,784 for the implementation of the City's ongoing fair housing efforts. Over 3,800 persons were provided with housing counseling, legal, and fair housing services through these fair housing programs exceeding the above numeric objective for fair housing services established in the Annual Action Plan. The specific Fair housing activities of each of the four agencies, and the results of those activities, are described in detail in the Fair Housing section of the CAPER.

Objective – Provide health and safety services and related services for 4,000 seniors and frail elderly.

Objective – Provide transportation for 1,465 persons, especially those residing in low-moderate income areas.

Objective - Provide housing counseling and related services for persons with disabilities.

Objective – Provide supportive services for 9,500 children and youth.

Results: During Year 37 of the Community Development Block Grant Program, BURA contracted with 35 Community Based Organizations to provide human service program activity at a total funding level of \$2,131,919. These not-for-profit agencies provided human service activities at 47 program sites throughout virtually every neighborhood in the City of Buffalo.

The human service program activities included:

- Health, Safety and Educational Services to 4,421 Senior Frail Elderly persons.
- Over 6,200 instances of transportation for 1,285 individuals, especially those residing in low-moderate income areas.

- Recreational and Educational services to 11,956 children and youth reported as Youth Services (05d) in the HUD financial and statistical report.
- Literacy skills were provided to 161 program participants.
- Adult day care services were provided for 22 disabled/frail elderly program participants.
- Employment training was provided to 22 program participants during the period with a cumulative total of 36 participants enrolled in the Youthbuild Jobs Training Program funded by the CDBG-R Grant.

Thus, the numerical objectives established in the Annual Action Plan for senior health and educational services, youth programs and activities, as well as for transportation, exceeded the goals during the program year. BURA disbursed a total of \$1,954,638.83 for public services during the reporting period. BURA did not meet its goal for employment training, however, we are close to contracting for this program. BURA suffered a staffing loss during the period but the work has been reassigned to another Project Manager and will be back on track for the coming year.

Goal Two: Support neighborhood revitalization efforts to improve public facilities and infrastructure especially in the 13 Livable Communities Initiatives targeted areas; and reduce the number of substandard and abandoned housing.

Objective: Improve public facilities and infrastructure throughout the City, especially in the 13 targeted neighborhood revitalization areas. Rehab up to 33 public facilities and provide public improvements that benefit over 32,689 residents.

Results: BURA completed improvements to the following community centers during the period: North Buffalo CDC, West Side Community Services, JFK Community Center, Delavan Grider Community Center, Asarese Matter Community Center, Edward Sanders Community Center, and Valley Community Center. A total of \$340,429.20 was expended during the period for rehab of these centers. Most of these improvements were phase 1 electrical, heating or plumbing upgrades for which additional work is planned in the upcoming year. BURA also completed improvements at 15 parks & playgrounds throughout the city. BURA is close to completing improvements at another 26 parks & playgrounds. A total of \$773,940.69 was expended during the period on parks and playground improvements that consisted of play structures, new swings, benches, and safety lighting around park buildings. BURA also began work on new shelters, picnic tables and grills at Lanigan Park, Collins Park, Eddy Dawson Park, Woodlawn (Perkins) Park, South Division Park, Houghton (Stakowski) Park, Willert Park, and Gleasner Park.



Masten Park Improvements



JFK Community Center Heating Upgrades

\$676,176.35 was expended for sidewalk improvements on 20 streets throughout the City. The City invested \$6,360.15 in CDBG funds for beautification/ streetscape improvements that benefited low-moderate income areas.

Number Two Priority: Economic Development

Goal One: Expand employment opportunities for City residents.

Objective: Develop 28 jobs for low to moderate-income people through BURA's lending program. The Neighborhood Commercial & Business Loan Program facilitates the revitalization of neighborhoods throughout the City of Buffalo, including targeted areas in the City's neighborhood commercial strips. To further enhance our efforts we are introducing new loan programs that can directly impact the ability of Minority and Women owned business to become competitive and employable. We will encourage the use of supporting organizations and programs such as SCORE and the Small Business Development Center to reduce the number of businesses we lose in default.

Results:

A total of 7 FT and 18 PT Jobs were reported for job creation of which 5 FT and 14 PT Jobs were held by low to moderate-income persons. The legal process for the dissolution of the Buffalo Economic Renaissance Corporation continued during the program year and as of the end of the period was not finalized.

In response to a request for proposal that was issued in the prior year, BURA contracted with the New York Business Development Corporation (NYBDC) to obtain the services of an Economic Development Loan Manager to manage all portions of the City of Buffalo Economic Development Program. NYBDC and BURA developed a loan policy and procedures manual which establishes written policies and procedures for the implementation and operation of the Loan Program. The loan policy details policies and procedures relating to origination, eligibility, processing, loan approval, loan funding, billing, loan servicing and collection staying consistent with the established goals for the Loan Program as follows:

- a) Expand access to capital for small businesses in the City of Buffalo
- b) Promote opportunity for small business with particular emphasis on the underserved minority- and woman-owned businesses
- c) Create and retain jobs

- d) Promote the use of technical assistance providers to enhance success and opportunity
- e) Improve loan portfolio performance
- f) Develop neighborhoods
- g) Limit loan losses to 5% of the loan portfolio
- h) Promote access to on-going technical assistance
- i) Conduct a site visit with each borrower annually
- j) Seek continuous improvement of the Loan Program and the identification of such additional goals and objectives and may be consistent with and effective and meaningful implementation of the Loan program

The loan policy & procedures manual was also reviewed and approved by HUD.

Development of New Façade Program

During the program year, BURA staff continued work on the development of a new façade program to provide matching grant funds for targeted business corridors located in distressed communities. In order to stabilize and/or revitalize commercial corridors in distressed areas, a very visible public investment must be made to create a level of confidence for existing business and building owners and to encourage private investment to take place. The façade program can accomplish this through funding for the removal and/or replacement of deteriorating awnings and signage, repair and/or replacement of broken doors and/or windows and frames, scraping and painting of building facades and installation of security systems to better secure their businesses. This program can also aid in the creation and retention of jobs for low to moderate income residents in distressed neighborhoods, as well as the expansions of neighborhood businesses. BURA staff is currently working on issuing the request for proposals for this new program.

Development of a Commercial Corridor Improvement Program

During the program year, BURA staff worked on the development of a comprehensive program that will incentivize neighborhood commercial corridors to create business associations. This program will equip neighborhood businesses with the tools to improve the vitality of their business district. The program will provide businesses in low to moderate income neighborhoods with training to improve leadership skills, improve marketing for the commercial corridor and individual businesses, exterior and interior design and improvements, merchandising, market analysis coordinating with surrounding residents, preservation and overall economic development. The program will be deeply rooted in empowering

neighborhood business districts to become successful, self sustainable corridors.

A successful program will increase the number and quality of jobs created, decrease the number of vacant storefronts, encourage private investment and business expansions, encourage constructive community relationships, improve the perception of the business corridor and improve security and attractiveness of distressed neighborhood business corridors.

Neighborhood Commercial Development - Broadway Market

Famed for its ethnic old world shopping atmosphere, the Broadway Market's fresh food merchant base is comprised of family-owned, family-operated butcher shops, poultry stands, fruit/vegetable stands and bakeries. The Market features candy shops, delis, and restaurants. There are also assorted sundry shops and service centers which serve the Broadway-Fillmore neighborhood.

The Market has struggled over the years to find a niche in a time of growing suburbanization, commercial groceries and changing neighborhood demographics. As many Polish-Americans families moved to the suburbs, their place was taken first by African-Americans and most recently by immigrants from Iraq, Somalia, Bosnia, Rwanda, and Vietnam. BURA and OSP staff recognizes the importance of bringing in a variety of vendors to the market to address the needs of the surrounding neighborhood.

BURA staff has been successful in adding five (5) food related businesses into the Broadway Market. During this time frame two new businesses opened including a Halal Meat Market and a take-out restaurant; a seven year market fish vendor expanded his business and opened a second stand that sells meats and poultry. Also, a seasonal vendor has decided to move her production part of the company into the market. She will be producing her product and selling from the market. In addition, a local producer of jams and jellies business has located the distribution portion of the business into the Broadway Market. Finally, during this time frame a restaurant featuring Middle Eastern cuisine is in the planning stages.

BURA OSP staff also provided technical assistance to eight (8) Market tenants and was involved in implementing strategies that will benefit the businesses located in the Broadway Market. BURA OSP staff also brought in over sixty seasonal vendors for different festivals held in the market. Each of these vendors is a small business in their own right.

The Broadway Market is located in a neighborhood (Broadway-Fillmore) that encounters numerous challenges for food security – high rates of poverty (82% of the individuals living around the market are low-moderate income), substantial number of single-headed families (66.3%) and low levels of income (\$17,582 compared to \$24,336 city-wide). The obesity rate in the

Broadway-Fillmore neighborhood is 43.5 % versus 22.8% for Erie County (2005 WNY Public Health Alliance's Health Risk Assessment).

Contributing to the higher rates of obesity in East Buffalo appears to be accessibility to retail establishments for healthy food shopping according to a University of Buffalo study of the health status of East Buffalo. This study found that 45% of households have no vehicle available to them compared to 31% for the City of Buffalo. Traveling to and from East Buffalo on public transportation to shop at a major food store located outside of the neighborhood typically involves changing buses four times and a travel time of at least one hour and twenty minutes. A consequence of this transportation barrier is infrequent purchasing of fresh and perishable foods.

The Broadway Market is one of the only assets within this community and provides a place for low-moderate income persons residing in the neighborhood to have access to healthy foods and produce.

Empire Zone

The 2010 Business Annual Report was sent to 566 Empire Zone Certified businesses. Twenty Empire Zone companies were assisted with technical assistance.

In addition, twelve small businesses were assisted with City of Buffalo licensing processes, lending options and zoning issues if applicable. Ten larger companies were met with to discuss company needs in terms of work force development, available loan & grants and applicable tax incentives.

Goal Four: Promote downtown and inner harbor development

Objective:

Provide assistance in the development of 5 small retail businesses and job creation in downtown and the inner harbor area of Buffalo. BURA can provide grants, low interest loans, technical assistance, market studies, and marketing assistance to achieve this. BURA will work in conjunction with the Erie Canal Harbor Development Corporation to promote development and identify the types of businesses that will best be suited for these areas. The objective is to have a mix of national and locally owned businesses that will make this area unique. The end goal of this will be to create jobs for low to moderate income residents of the City of Buffalo.

Providing lending opportunities to the current and prospective business owners who wish to have or operate their businesses in the downtown area and inner harbor area will continue to be a priority. Working closely with our community partners such as the Buffalo Niagara Enterprise and Buffalo Niagara Partnership will enable the lending team to identify important

business development opportunity and provide financing options for small and medium size businesses. Additionally, partnering with other private and public financing entities will remain a vital connection to close the funding gap for businesses seeking to locate and maintain their operations in the downtown area.

Results:

During this time frame, BURA issued a Request for Proposal for Development Projects in the Downtown area. Proposals are currently under review. Also the City worked with the Erie Canal Harbor Development Corp. on securing a restaurant at Canalside. The Liberty Hound is located on the ground floor of the Buffalo Naval & Military Park museum building which offers sit-down indoor and outdoor casual dining. A local developer announced plans for the renovation of the former Donovan State Office Building into hotel, office, and retail/restaurant space. The building will be renamed One Canalside. The former auditorium has also been demolished for future development of the Waterfront.

Emergency Shelter Grant Goals and Objectives

Goal: Assist homeless families with housing and supportive services to stabilize crisis situations and achieve permanent housing.

Objectives:

- a) Provide emergency shelter for 5,000 individuals, youth and families. The City contracts with various agencies to manage the program.
- b) Provide preventive services to 2,000 individuals and families.
- c) Provide transitional housing for 350 individuals and families.
- d) Provide supportive services to 4,000 persons who are homeless.

During the Year 37 reporting period, the fifteen (15) agencies funded through BURA's ESG program provided residential services to a total of 4,753 individuals.

Prevention services were provided to 5,069 individuals and families.

Transitional housing was provided for 5,857 individuals and families.

Supportive services were provided to almost 5,204 individuals and families, far exceeding our goal.

BURA staff are also active members of the Homeless Coalition of Western New York, also serving on the Continuum of Care Priorities Committee.

BURA and City of Buffalo staff are also members of the WNY Coalition for the Homeless and serve on the Outreach Committee and the Project Homeless Connect committee.

CDBG funds were also utilized to support the continued provision of a Warming Center during a cold spell in an especially cold winter in Buffalo. The center, operating at the Buffalo City Mission allowed homeless individuals and families an opportunity to come in off the streets and allow for them to engage with homeless outreach workers for assistance. A group of volunteer outreach workers and city staff went out during sub-zero temperatures to engage those living on the streets to inform and transport those that were homeless to the Warming Centers.

Housing Opportunities for Persons with AIDS Grant Goals and Objectives

During Program Year 37, rental assistance and housing were provided to 189 individuals or families living with HIV/AIDS, using Housing Opportunities for Persons with AIDS (HOPWA) funds awarded to three agencies. The agency that operates a permanent housing facility has been at capacity all year.

For the vast majority of housing units supported, the type of support provided was rental assistance and/or short term/emergency housing payments provided to individuals and families affected by HIV/AIDS to prevent them from becoming homeless.

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

The following table provides a breakdown of the expenditure of CDBG funds including adjustments during Program Year 37 by HUD Activity Codes indicating the type of program activity.

<u>HUD ACTIVITY CODES</u>	<u>PRIORITY NEED</u>	<u>EXPENDITURES</u>	<u>UNITS ASSISTED</u>
PUBLIC FACILITIES & IMPROVEMENTS			
Public Facilities & Improvements (03)	MED	64,474.06	(Prog Delivery)
Senior Centers (03A)	MED		
Neighborhood Facilities (03E)	MED	340,429.20	
Parks, Recreational Facilities (03F)	MED	773,940.69	1
Street Improvements (03K)	HIGH		
Sidewalk & Streetscape Improvements (03L)	HIGH	682,536.50	15,249
CLEARANCE &			

<u>HUD ACTIVITY CODES</u>	<u>PRIORITY NEED</u>	<u>EXPENDITURES</u>	<u>UNITS ASSISTED</u>
DEMOLITION			
Clearance & Demolition (04)	HIGH	3,910,130.38	191
Clean Up of Contaminated Sites (04A)	HIGH		
PUBLIC SERVICES			
Public Services General (05)	HIGH	73,517.90	5,873
Senior Services (05A)	HIGH	729,470.01	4,421
Handicapped Services (05B)	HIGH	21,964.70	22
Legal Services (05C)	MED	68,647.68	163
Youth Services (05D)	HIGH	816,021.31	11,956
Substance Abuse Services (05F)	MED	25,500.25	291
Employment Training (05H)	HIGH		
Crime Awareness (05I)	MED	22,822.78	12,240
Fair Housing Activities (05J)	HIGH	145,324.20	3,647
Child Care (05L)	MED	34,488.00	42
Housing Counseling (05U)	MED	16,882.00	60
HOMEOWNERSHIP ASSISTANCE			
Direct Homeownership Assistance (13)	MED	186,416.31	32
REHABILITATION			
Rehab -Single Family Residential (14A)	HIGH- EL* MED – L/M*	442,507.00	55
Rehab-Multi Family Residential (14B)	HIGH- EL* MED – L/M*	544,475.00	67
Weatherization Assistance (14F)	HIGH – EL* MED – L/M*	5,000.00	-
Rehab Administration (14H)		756,996.20	-
CODE ENFORCEMENT			
Code Enforcement – Clean & Seal(15)	HIGH		
DIRECT ECONOMIC DEVELOPMENT ASSISTANCE TO FOR PROFITS			
ED Direct Financial Assistance to For Profits (18A)	HIGH	127,597.62	7 FT, 18 PT
ED Technical Assistance (18B)	HIGH		
Commercial Lending (18C)	HIGH		
Planned Repayments of Section 108 Loans (19F)	HIGH	1,167,648.45	-
PLANNING AND GENERAL ADMINISTRATIVE COSTS			
Planning (20)		986,339.38	-
General Program Administration (21A)		1,520,757.81	-
TOTAL DOLLARS EXPENDED		\$13,463,887.43	
Adjustment to Financial Summary		-49,973.00	
Total Expenditures w/Adj		\$13,413,914.43	

*EL – Extremely Low Income
 *L/M – Low to Moderate Income

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

After the 2011-2012 (Yr 37) Annual Action Plan was submitted, final grant allocations were released which resulted in a 16.5% reduction to the City's CDBG grant. This reduction in funding affected our ability to reach some of the goals set for public improvements in the Annual Action Plan.

The Clean & Seal Program and the Economic Development Loan/Grant Program have been put on hold until HUD IG monitoring findings are resolved. This has affected our ability to reach the goals set under the Clearance and Economic Development Assistance categories in the Annual Action Plan.

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

Subrecipients continue to be the major contributing factor in our inability to meet certain of our goals, particularly in the housing area. In particular, we continue to see a lack of progress in terms of our CHDO housing agencies. It is not so much a question of training but the lack of fiscally limited agencies that have the staff necessary to carry out the projects required to be successful. The City has looked at other cities for examples of how they have succeeded in this area. Rochester, Syracuse and Cleveland, Ohio have models that we may try to emulate in order to increase the success of CHDO agencies operating in the City. We have discussed the capacity issues with New York State and local funders and are scheduling a summit on these issues. We must determine if we can better enable these agencies, whether through training or through further collaboration.

During our recent HUD monitoring, we were reminded that we are not able to readily track all aspects of the programs we run and are looking for a solution internally. One of our highest priorities is to obtain a new accounting and project management software package. This would allow us to be able to monitor dollars spent in more detail and to be able to incorporate non-financial data into our reports. Thus we could compare units produced to dollars expended on both a current and cumulative basis, as well as track actual versus budgeted amounts. It will provide managers with a uniform way to track projects, performance and next steps. It would better enable us to understand the significance of our activities in light of leveraged dollars for each of the projects on which we work. The acquisition of this software has become a necessity for effective management of the programs and funds for which we are accountable. We will be issuing a Request for Qualifications to identify a consultant to assist us in identifying potential software packages for use in performing accounting and reporting, both on financial statement and grant reporting bases.

The City of Buffalo also continues to refine its processes to enable greater planning and concentration in its use of grant funds. We have implemented greater concentration through the use of HUD's Neighborhood Revitalization Strategy Area (NRSA) in our approved Mid-City NRSA. As we further our planning efforts in each City neighborhood through our GNPA endeavors, we are learning to better coordinate our public participation, housing, economic development and planning activities. We would like to, and are changing our internal and external planning processes to encompass this idea. We utilized this methodology in proposing a new Mid-City Revitalization Strategy Area which we submitted to HUD in our 2007-2008 Annual Action Plan. We will see greater evidence of this effort as we start further refining our plans in the NRSA. Utilizing community asset models, we will be drawing in partners from other funding agencies, foundations and so on.

3. Affirmatively Furthering Fair Housing

In order to further fair housing in the City of Buffalo, we are making efforts to understand the processes and impediments that limit fair housing choice.

1. Impediments to Fair Housing Choice

The City is currently developing a Request for Proposal for an updated study of the Impediments to Fair Housing. Pending the results, we continue to utilize our prior study. During Program Year 29, the City of Buffalo awarded a contract to Housing Opportunities Made Equal (HOME) Inc. to conduct a comprehensive study on Barriers to Fair Housing in the City of Buffalo. The results of the study are summarized in the City's Five Year (2008-2012) Consolidated Plan.

2. Actions Taken to Overcome Effects of Impediments

The Fair Housing Officer continues to expanded Fair Housing outreach, tenant education and landlord trainings. Efforts taken include the distribution of 700 copies of the City of Buffalo Fair Housing Law to new landlords at the city's foreclosure auction. The Fair Housing officer participated in 23 clean sweep operations and gave out over 800 copies of the City of Buffalo Fair Housing Law to renters. The Fair Housing Officer partnered with HOME, NLS and the Save Our Streets Task Force in conducting 30 fair housing presentations. Additionally the Fair Housing Officer partnered with Neighborhood Legal Services to update and reproduce their "Tenants Rights and Responsibility "manual, which over 100 copies were given to tenants.

Fair Housing Officer is a member of the Predatory Lending Task Force and the Erie County Fair Housing Partnership. The Fair Housing Officer will

continue to work with non-profit service providers on foreclosure assistance, anti-flipping practices, predatory lending practices, and fair housing and neighborhood legal services for the poor.

The Fair Housing Officer is more formally involved in the review of New Construction Rental Housing Projects, as part of the site and neighborhood standard review.

The Fair Housing Officer reviews all marketing and tenant selection plans to assure compliance with the fair housing law and any other applicable regulations

Several years ago the City established the City of Buffalo Fair Housing Advisory Committee, a group made up of knowledgeable fair housing advocates and participants, to consider the impediment study and actions taken to address the issues contained therein. The Committee analyzed the impediments disclosed above, evaluating these for most significance and the ability to affect changes. The Committee has provided a forum to develop strategies to eliminate identified impediments to fair housing choice in the City. Some of their findings and activities include the following:

- Members of the group met with representatives from the Niagara Frontier Transit Authority (NFTA) to discuss the issue of transportation requirements. They explained how the NFTA has adapted by meeting with area employers and education providers to make adjustments in routes and times. The City will continue to work with the NFTA to increase travel options for those who rely on public transportation.
- The Planning and Zoning Boards' minority and women representation is at 8.3%.
- The City of Buffalo passed a Fair Housing Ordinance that includes source of income as a prohibited reason for failure to allow rental of a unit in the city.
- In projects funded with City HOME dollars, we encourage the development of housing with as many as four bedrooms to accommodate larger families. Most developers have complied.
- The City established an individual responsible for claims about abuses of civil rights.
- The City used CDBG funds to initiate a "Livable Communities Program" that provides funding to block clubs and civic/citizen associations for the implementation of innovative projects that will provide measurable visual and physical improvements in their neighborhoods. The Mayor initiated a significant plan for demolition – the "Five-in Five Plan" which calls for 1,000 demolitions per year for 5 years. This plan focuses demolition efforts in areas around schools and community centers, those in a significant stage of deterioration and adversely impacting the poorest of the poor. Since beginning operation in 2006, the City has contracted for

over 2,602 demolitions. In addition, City officials worked with State lawmakers and the local delegation to obtain approval for using City bond funds for additional demolitions of privately owned dilapidated properties, which impact our neighborhoods with respect to value and appreciation. Almost \$23 million in funding has been designated for these targeted demolitions. These funds allow a significant number of structures to be taken down to improve City streets.

- The city is currently searching for training sources for its Planning and Zoning Boards and would welcome HUD's assistance.

The City has also continued targeted code enforcement and targeted spending in some of the lowest income and minority areas in the City. A substantial portion of our CDBG and HOME dollars is now being concentrated in such areas. We have seen what a concentrated effort can do in the Wakefield and Victoria Streets area where code enforcement, demolition, and the work of one of our CHDOs is revitalizing a neighborhood street by street in a previously forsaken minority neighborhood.

During the past year the Mayor's Anti-Flipping Task Force continued to investigate the causes, effects and possible means to combat fraudulent property flipping in the City of Buffalo. A group of professionals, government officials, private homeowners and local activists are working together in this effort. Results have included creation of state legislation to address some of the issues affecting this issue. The Task Force also worked with City officials to develop a new certification form for individuals who buy property at City tax auctions in order to reduce illegal property flipping which further stresses our lowest income neighborhoods. The Task Force documented a significant reduction in property flipping and has now turned its attention to the foreclosure crisis. Information is compiled and disseminated to a wide variety of citizens and groups to ensure that action is taken to address such issues. Copies of sessions are now being videotaped in order to further dissemination of this data.

The Buffalo Urban Renewal Agency created a task force of staff and local specialists in housing and related legal issues to determine practices leading to predatory loans. As a result of this collaboration, the Agency created an anti-predatory lending policy for use in its HUD programs. This policy was approved by the Board of Directors and was implemented in our housing programs.

3. Summary of Program Activities of Fair Housing Agencies for 5/1/11 – 4/30/12 Reporting Period

During the May 1, 2011 – April 30, 2012 program year, the City of Buffalo awarded contract's to four agencies for implementation of the City's

outgoing fair housing efforts. A total of \$222,784 was allocated to the four agencies as follows:

The fair housing activities of each agency are summarized below:

- 1.) Legal Aid Bureau of Buffalo, Inc.
 - Client interviews/Advice for homeowners, landlords & tenants 488 sessions were provided to people during the reporting period of May 1, 2011 – April 30, 2012.
 - Court appearances for homeowners, landlords & tenants 1,345 individuals assisted during this reporting period.
 - Settlement Negotiations for homeowners, landlords & tenants – provided to 227 people during the reporting period.
 - Investigations of Housing Conditions for homeowners, landlords & tenants 61 investigations conducted during this period.
 - Advice over the telephone for homeowners, landlords & tenants – 1,492 individuals advised during the reporting period.
- 2.) Neighborhood Legal Services
 - Discrimination Complaint Investigations – 27 people served
 - Legal Counseling - 41 people served
 - Legal Representation – 5 people served
 - Counseling/Evaluation/Conciliation/Representation of Tenant/Landlord Complaints – 43 people served.
 - Fair Housing Information and Referral – 33 people served.
 - Community Events on Fair Housing – 3 Training Workshops were held serving a total of 47 people. Members of organizations participated in the workshops.
- 3.) Buffalo Urban League, Inc.
 - Education for consumers about predatory lending frauds, refinancing, and credit repair – 412 people served during the reporting period.
 - Mortgage default counseling, legal assistance – 67 people served during the reporting period.
- 4.) Housing Opportunities Made Equal, Inc.
 - Recording and Investigation of reported incidents of discrimination – 154 incidents during the reporting period,

- Conciliation/Case Preparation for administrative filing/legal referrals for court action – 45 cases during the reporting period.
- Landlord-Tenant Counseling - 1,423 people served during the reporting period.
- Fair Housing Information for landlords, tenants, home seekers, and real estate agents – 683 people served during the reporting period.
- Fair Housing Information for Civic, Social, Religious and Professional Groups – 1,270 people served during the reporting period.

- Public Affairs Interviews/News Coverage of Fair Housing Issues – 51 during the reporting period.

4. Other Actions in Strategic Plan or Action Plan Taken to Address Obstacles to Meeting Underserved Needs

During Program Year 37, BURA worked to reduce the number of households living in poverty. Key components to BURA's strategy included:

1. Revitalization of the 13 targeted neighborhoods;
2. Economic growth and employment opportunities;
3. Targeting of job training in collaboration with Erie County's Workforce Development agencies
4. Quality education and job training;
5. Increasing the supply of decent quality housing, and
6. Support services that lead to self-sufficiency.
7. Revitalization of various public housing developments such as Ferry Grider Homes, Redwood Village (renamed Villa Carolina) and the continuation of a Transformation Plan for the BMHA Choice Neighborhoods Initiative.
8. Continued self sufficiency programming which includes the BMHA Family Self Sufficiency Program (presently serving 25 residents), BMHA Service Coordinator Program, general Employment & Training assistance and Section 3 employment opportunities.



Villa Carolina (formerly Redwood Village)

BURA encouraged, through an existing network, a “Continuum of Care” support of the homeless in the City of Buffalo. The Continuum of Care is a coordinated system for providing housing and supportive services to help homeless City residents become more self-sufficient. The Continuum is supported by a wide variety of existing public and private organizations providing outreach, intake and assessment, prevention, emergency shelter, transitional housing, permanent supportive housing and supportive services. BURA now provides a designated employee to support this effort.

BURA, along with the Buffalo Municipal Housing Authority, continued to operate the Section 8 Rental Assistance Program. BMHA administers approximately 870 Housing Vouchers annually. RAC distributes approximately 5,140 annually, for a total of 6,010. BURA contracted with the Rental Assistance Corporation (RAC) of Buffalo to administer its portion of the program, which distributes approximately 5,140 vouchers annually. These funds total approximately \$26 million for the 2011-2012 grant year.

Buffalo Green Code

The Buffalo Green Code is a two-year process that was initiated in the fall of 2010. It will update the city’s Land Use Plan and Zoning Ordinance using a “place-based” approach. Place-based planning is a way to shape neighborhoods by concentrating on the look, feel, form, and character of places, instead of focusing on conventional categories of land use. The Buffalo Green Code will create a Land Use Plan that maps the entire city by its preferred future place type, in consultation with each neighborhood’s residents. Then a Zoning Ordinance will create a set of guidelines for development that meet the desired character of the place.

Buffalo's current zoning code is a patchwork of rules that – while well-intended when written in 1951 – are not capable of supporting necessary types of development and redevelopment. There is often a disconnect between what residents want to see built in their neighborhoods and what can be built. This is because the city's present code was designed to encourage a uniform pattern of development. Its zoning districts contain regulations that no longer fit the development that presently exists or is desired.

While the code has undergone substantial amendment to improve that fit, these changes have made it very complex, confusing, and difficult to apply. Many of the requirements remain vague and need clarification, and it still fails to accommodate traditional forms of development found in the city's older neighborhoods. A new zoning code is essential to conserving the best of what the city has while creating opportunities to grow the economy. One way to achieve this is to ensure that investors know where they can locate, what the rules are, and that those rules will consistently and predictably applied.

Smart growth and sustainability are the Green Code's fundamental principles. Simply put, this means that neighborhoods will be redeveloped to enhance the quality of life for their residents. Neighborhoods will be compact, walkable, and transit-oriented so that all residents have access to job opportunities, daily shopping needs, recreational and community facilities, and a variety of housing options.

The Green Code will also be a tool to implement a place-based economic development strategy by eliminating rules that unnecessarily hinder the speed of investment decisions; setting clear and objective standards that make every developer a participant with neighborhood residents in creating great places to live, work and invest; and providing the flexibility investors need to participate in a competitive and fast-changing global economy.

When the Green Code is completed in the Fall of 2012 – just prior to the submission of Buffalo's new Consolidated Plan – it will provide the blueprint for developing communities of choice that meet the needs of current residents while encouraging others to consider the advantages of living in these vital, diverse, and functional neighborhoods.

5. Leveraging Resources

A. Identify progress in obtaining “other” public and private resources to address needs.

City officials worked with State lawmakers and the local delegation to obtain additional funds for demolitions of privately owned dilapidated properties that impact our neighborhoods with respect to value and appreciation. This additional source of funds will allow us to address the significant number of structures that should be taken down to improve City streets.

During the program year, the city expended \$2,686,022.00 in Capital Bond Funds to do 112 demolitions/asbestos removals. Also, there were 25 demolitions/asbestos removals (\$500,000.00) with General Fund money. These demolitions address blight on a street-by-street basis and assist in improving neighborhoods throughout the city.

City/BURA staff have been involved in planning activities to obtain a significant source of funding from New York State under the Brownfield Opportunity Area (BOA) Program.

In addition, funds from the Federal Home Loan Bank of New York have been utilized to assist new homebuyers reduce the mortgage principal or to assist with closing costs. These funds have been obtained for 28 units of HOZO housing and 10 units of Crescent Village housing.

The Broadway/Fillmore area is also anticipating a regrowth of new home construction through a public/private partnership that has already seen a commitment for 9 new market rate homes and is expected to see additional private and low-income home construction in the near future.

The City has obtained over \$6 million in funds from the New York State Department of Environmental Conservation for remediation of soils in the industrial areas adjacent to the Tift Park area of Buffalo.

B. How Federal resources from HUD leveraged other public and private resources.

The Office of Strategic Planning supported a number of projects during the program year that increased or sustained the availability of affordable housing for very low and low-income households. Multifamily initiatives such as the Walden Park Senior Housing Project renovations brought resources a variety of resources in the aggregate of more than \$12,000,000 to expand the City's contribution of \$650,000 dollars to this project. The Down Payment and Closing Cost Assistance program assisted 32 new homebuyers in obtaining more than **\$1,742,152** in mortgage financing.

Renewal Community Program

The Renewal Community Program was not extended in 2010.

Other Programs

We also continued to leverage CDBG funds with several successful programs detailed below. The information provided encompasses various activities and statistical data related to the Mayor's Anti-Graffiti and Clean Cities Program, Buffalo Weed and Seed Program, Mayor's Quick Response Teams, Office of Citizen Participation and Information and the Save our Streets Program. Many of the programming we provide for City of Buffalo is a collaborative effort, working with various Divisional programs and also with an assortment of other city departments, law enforcement and judiciary agencies. These programs seek to address public health and safety, neighborhood and quality of life issues and generally work in tandem or as complements to our CDBG and HOME grant-funded programs. As we go forward with our plans for the Mid-City Neighborhood Revitalization Area, we will further integrate these programs into our efforts.

Anti - Graffiti and Clean City Programs (City of Buffalo Funding)

Mayor Brown's Anti-Graffiti and Clean City Programs is a newly developed program, started in January 2008, due to the rise of vandalism in the form of graffiti. During the first year of implementation, the efforts placed forth have proven to be very successful. Currently, the program has 1 full-time laborer and 1 seasonal employee, whom work solely on graffiti removal.

The Anti-Graffiti Task Force plays a major role by bringing multiple agencies together to share information on what is happening in other communities. There have been three major objectives set in place for this program, as listed below:

Education

- To create awareness within the community.
- Attend block club/community based meetings and distribute information to be used as a resource tool. Thus far, the Coordinator has attended 10 meetings and will be attending more on an ongoing basis.
- Supply information over the web.

Eradication

- Continual removal of graffiti. Our goal is to remove graffiti from city-owned property within 24 to 48 hours.
- **During the reporting period, there were 373 removals from public and private properties, including signal boxes, buildings, playgrounds, parks, fire boxes, light poles, street signs, United States Postal Service, and paper boxes.**
- During this reporting period, **130** properties have been cleaned and currently on pace to clean over 200 properties by the end of the 2009 calendar year.
- Participated in **5** Clean Sweeps, as part of Operation Clean Sweeps. Expected to participate in 21 Clean Sweeps this year.
- Worked with **80** different groups for community clean ups.
- Built partnerships with AmeriCorps and Keep Western New York Beautiful.

Enforcement

- A draft proposal has been crafted for the establishment of a database, which will store information on graffiti and gang tags, with the ability to analyze the information.
- Expanded the program's capacity by establishing relationships with the New York State Judicial System and various law enforcement departments.
- Built partnerships with other municipalities and their police departments as the Program Coordinator sits on the Anti-Graffiti Task Force, representing the City of Buffalo.

Buffalo Weed and Seed (Department of Justice Funding)

The U.S. Department of Justice's Community Capacity Development Office previously allocated funding over five years (1996-2001) to the City of Buffalo to support an initiative known as Buffalo Weed and Seed. Originally focused on high crime neighborhoods, in the Masten and Fillmore districts (Eastside), Weed and Seed was previously granted additional funding (2001-2006), allowing the program to expand into neighborhoods located in the Niagara and Ellicott districts of the City of Buffalo (Westside).

Their newest site, located primarily in the Fillmore District with the outer boundaries extending into the Ellicott and Lovejoy Districts, (Lower Eastside) was granted to the City of Buffalo in August 2006. They are diligently working to implement a five year strategy as they mobilize community residents, federal, state and local offices; law enforcement agencies and criminal justice initiatives with social service providers, private-sector entities and community efforts. The strategy involves a two-

pronged approach: law enforcement agencies and prosecutors cooperate in "weeding out" violent criminals, drug abusers, as public agencies and community-based private organizations collaborate to "seed" much-needed human services, including prevention, intervention, treatment, and neighborhood restoration programs. A community-oriented policing component bridges the weeding and seeding elements. Four fundamental principles underlie the Weed and Seed strategy: collaboration, coordination, community participation, and leveraging of resources. (CCDO)

LAW ENFORCEMENT/ COMMUNITY POLICING

Strategy: Increase presence and visibility of public safety officers

Goal 1: Enhance existing BP activities to suppress/reduce illicit drug dealing and violent crimes

Buffalo Police Officers from "C" District, which is directly in Weed/Seed targeted area, worked various strategies within this reporting period. During this semi-annually reporting period, there has been a mixture of strategies ranging from community policing and relations to selective and targeted enforcement.

"C" District Officers continue to work in conjunction with the New York State Police under their Community Enforcement Narcotics Team (C-NET) and during this reporting period, were involved with several "shock and awe" narcotics operations. These operations utilized confidential funds provided under the Weed/Seed Grant. These investigations were spread over several days. During the two (2) days, within the Weed/Seed area there were fourteen (14) suspects arrested. A substantial amount of marijuana was confiscated as well as 2 shot guns and a hand gun. In addition, crack and cocaine were also seized. As well as one (1) sawed-off shot gun. Targeted streets included "hot spots" on Coit, Titus, Goodyear, East North, Rapin Allwein and Wilson. The community-at-large on Rapin Street was applauding the efforts of the police as an individual had been arrested the week before and was back on the street selling again. This time, the SWAT Team was called out and the individual was arrested again, and this time, on a higher charge – this individual has no job and was carrying \$700.00 in cash. Also, on East North, money was actually thrown in a garbage can but no one would claim it because a gun was found and folks were afraid if they took the money, they would be connected to the gun.

In looking at the raw data provided by the Crime Analysis Section, initial stats indicate that homicides within the targeted area did not increase when compared with the same reporting period last year, in fact they

decreased by 66.66%. In addition, assaults are down by 26.4%; and the effects of C-NET are paying off as drug arrests were down by 48%, thus demonstrating the drug dealers in the target area are not as prevalent as they once were. An area that is being focused on is weapons incidents because city-wide, they are on the rise. Police are seeing an aggressive movement on the part of older gang members who actively recruit new members who are less than 16 years for hiding weapons and moving drugs because of their juvenile status if they get caught and young people between 16-20 think carrying a gun gives them status and "protection." The result is younger members are becoming more violent as they try to upgrade their status in the gang, and they will commit adult crimes to prove their loyalty or as part of their initiation into a particular gang.

The overall decrease in crime within the Weed/Seed area over the last five (5) years is not only attributed to the selective enforcement efforts of the Weed/Seed team, but both the police and the community, as they continue to work together, are not letting all they work put into the target area all year be destroyed by thugs and gangs. Note that homicides decreased by 40%; robberies 57%; assaults went down a significant 67.7%; burglaries are down by 68.5%; weapons incidents went down by 74.5%; and drug dealers have moved on within the Lower East Side targeted area since arrests went down 17.3% because of targeted enforcement and over five (5) years drug dealers know "C" District officers have zero tolerance within the Weed and Seed area.

In addition to "C" District Officers, Buffalo Police now have the Mobile Response Unit, which is a flexible unit made up of twenty-four (24) Police officers, four (4) Lieutenants and two (2) Detectives who work from 4pm to 2am in the City's highest crime areas, who work together with the Department's gang liaison officer to monitor gang activity, report on intelligence gathered through debriefings, coordinate and share information with various units within the Buffalo Police Department, as well as with other law enforcement agencies, and disseminate intelligence information both in and out of the Department. In addition, last June, Buffalo Police created a police housing unit staffed eighteen (18) Police Officers, two (2) Lieutenants, and one (1) Captain who work 3:30 pm to 1:30 am. This unit specifically targets crime in public housing projects. The Weed/Seed target area includes the Msgr Geary Housing Complex.

Buffalo Police through Operation Impact, a statewide street crime reduction initiative that calls on the response efforts of multi-agencies, gathers intelligence, crime analysis data and will also be instituting a COMPSTAT process which utilizes statistics and data to deploy resources to those areas which need it most in terms of crime and quality of life. Buffalo Police has current systems in place that include reviewing of Computer Aided Dispatch for calls, the monitoring of our Lotus Notes

(internal bulletin board/communication system) as well as working with the Department's Crime Analysis and Citi Stat to garner information and statistical data the help establish crime trends/patterns.

Development of a communication structure between neighborhood and police is ongoing through interactive with block clubs, through our tip lines, the various neighborhood weekly publications; citizen preparedness coordinators, and the efforts of Lt. Steve Nichols who serves as the designated "weed and seed" coordinator for patrol/community activity. The Lieutenant reports directly to the Chief of the "C" District, where the targeted area is located. During this reporting period, officers attended several block club meetings, especially in the Rapin, East North, Sumner and St. Mary's area.

Buffalo Police continues to participate in the "Family Empowerment Days" sponsored by the Emslie YMCA (one of the Weed/Seed Safe Havens). This is a family event. A Kids Healthy Day was held on April 16th and 60 families were in attendance. Buffalo Police sent several representatives from the Underwater Recovery Team (URT). The Co-Chair of the Prevention/Intervention/Treatment sub-committee was responsible for the coordination of this event, and there were arts/crafts for the kids, as well as an appearance by the Buffalo Bills Football Team mascot, "Billy Buffalo". This event also highlighted a range of wellness activity for the whole family and how important it is to be active.

Implement neighborhood response task force: Buffalo Police continues to work with City's Save our Streets Task Force which is a collaborative effort between law enforcement agencies, public work agencies, and citizen organizations working toward the betterment of neighborhoods through enforcement activities, landlord training and civil remedies. Some of the activity for this reporting period includes

"C" District Officers worked with executive command to set-up a strategy for selective enforcement in the Weed/Seed targeted area during the week-end of Juneteenth (June 18 and June 19th). The City of Buffalo's Juneteenth festivities, which is a celebration of heritage for African-Americans, remembering June 19, 1865, when Union soldiers arrived in Galveston, Texas, to notify its people that slaves were freed and the Civil War had ended. To make sure that this community and family event was safe, especially from gang retaliations, Buffalo Police Officers patrolled the Weed/Seed areas. Both the community and "C" District Officers worked together to provide an incident-free two days of fun and entertainment. A plan was developed and carried out that ensured all those who came to enjoy the festival could do just that. The Buffalo Police Depts. C-District brass at the urging of Lt. Steve Nichols, utilized the Stop the Violence Coalition, and also several other community groups such as Back to Basics, Buffalo United and FATHERS.

There were a total of 8 Misdemeanor arrests and 2 Felony arrests. The Gang Liaison Officer interviewed 9 juveniles who were transported home due to fights. The "Peacekeepers" Group was very helpful in identifying and dispersing gang members, along with diffusing hostile situations.

Goal 2: Enhance existing strategies to eradicate or prevent juvenile offenses

GREAT continues to be taught in elementary schools as part of our prevention efforts to de-escalate school violence, including a school within targeted Weed/Seed area.

Buffalo Police continue working with the identified Safe Havens of the Matt Urban Center and the YMCA to establish communication and rapport. Lt. Nichols has been working with staff from Polonia Hall (which houses youth activities for the Matt Urban Center). Several discussions have been underway as many youth programs have lost funding due to economic constraints and cuts by both State and Federal governments.

Buffalo Police now has (10) School Resource Officers in the schools and focusing on tacking violence in the schools. There is a "zero" tolerance policy as Officers are working with school administrators to catch them early with consequences.

Weed and Seed " I PLEDGE" wrist bands, BPD Play Safe coloring books, and BPD junior police stickers continue to be disseminated at Weed/Seed Community events.

Back to Basics presented a Bullying/Violence initiative at East High School with a team of ex-offender mentors – The feeling is you cannot just suspend a young person without a program to address the problem

Goal 3: Improve communication

"The Keeping Neighborhoods On Watch" (KNOW) Email Alert System is a tool for city residents, including those living in the Weed/Seed target area to report suspicious or criminal activity in their neighborhoods directly to key city officials, senior management of the Buffalo Police Department, as well as members of their block club. The KNOW Alert System is not intended to take the place of 911 or 311 services, but to act as a source of information for concerned residents and block club members to alert each other and the City of Buffalo of patterns of suspicious or criminal activity in their neighborhood. Residents are to use the alert system when they witness criminal or suspicious activity that does not require urgent/immediate police action such as: A pattern of stolen items or equipment in a specific neighborhood, A pattern of vandalism in a specific community, A

pattern of suspicious or criminal activity by strangers in a given neighborhood (e.g., a non-neighborhood resident walking up driveways or into the backyards of private residences).

Police have advised residents they must still call the police when a crime has taken place, however, The KNOW Alert is designed to heighten awareness of criminal activity that could affect them, as well as make the Mayor and police officials immediately aware of criminal or suspicious trends in city neighborhoods. The compiled data and emails will be used by law enforcement to track trends, coordinate new patrol routes, and arrest the perpetrators of these crimes. It is hoped that by using this KNOW Alert System residents will help shed light on suspicious and potentially criminal activity that harms the quality of life in Buffalo. Through this confidential system, they can safely help to deter potentially unlawful acts and help the police arrest those who prey on our communities. Buffalo initiated a new program called "Text A Tip," that allows residents to anonymously and safely help fight crime by using a cell phone. The public is now able to send information to the Buffalo Police Department via a text message from their own cell phone. The new texting system expanded the Buffalo Police Confidential TIPCALL Line where individuals can anonymously report suspicious activity, drug activity, and information pertaining to homicides or other violent crimes by calling a tip line number, which is the same number used when texting a tip. Residents can not only send tips, but also pictures and video of possible criminal activity, and at the end of the year, Buffalo Police received close to 500 texts.

Prevention, Intervention and Treatment

Strategy: Enhance collaboration and community problem solving for youth, adult, family, and community resiliency through a comprehensive approach for educational and skill enhancement, Healthy Life Choices/ Character Development training and substance abuse prevention, intervention and treatment within one's own community.

Goal: Promote an environment that fosters collaborative program efforts

Our Youth Leadership/Asset Development Programming which is preventative in nature and has been designed to take into account all of the above mentioned problems by fortifying the development process of economically disadvantaged youth. The over arching goal of our youth program is to assist youth participants in acquiring and maintaining at least 30 of the "Search Institutes 40 Developmental Assets", through supervised educational and/or recreational programs and activities. Incorporating and infusing the "Search Institutes 40 Developmental Assets" into all aspects of our youth programming affords us the opportunity to develop and implement programs based on "best practice"

and to holistically address the specific needs of our youth. Programs and services include but are not limited to the following... Youth leadership development, mentoring, counseling, teen pregnancy prevention, drug and alcohol prevention, dispute resolution, anti-gang education and training, health and nutrition education, community service projects, civic and community involvement activities, kids café and kids in the kitchen programming, tutoring/academic help and support, homework assistance, computer instruction, basketball and other organized team sports, recreational programming/activities, and job readiness skills. Weed and Seed funding will also allow our agency to extend our hours of operation so that our center can be open later into the evening giving neighborhood children a safe haven from our mean City Streets.

Our Youth Dept. collaborates with the Food Bank of WNY to ensure that children have access to daily nutritious meals and snacks. We work together providing valuable workshops on safe cooking instructions and nutritional education for youth through the Kids Café program. Youth participants assist the Food Bank through various community services projects, i.e. Kid's in the Garden... The Matt Urban Center currently collaborates and partners with 50 or more other social, cultural, human service and educational institutions. These partners include but are not limited to the following: The City of Buffalo, Erie County, The United Way of WNY, The Buffalo Public Schools, The Food Bank of WNY, Albright-Knox Art Gallery, Buffalo Museum of Science, Buffalo Historical Society, The Buffalo Evening News and its "Project Flight" to ensure youth participants have access to quality reading materials. The Buffalo Employment & Training Center provides job readiness training and employment opportunities for our youth participants... We also work with the following organizations to coordinate services and to improve access to same... Erie County Computer Van, Erie County Office of Mental Health, the Weed and Seed Program, the Junior League, the Buffalo and Erie County Public Library, the Boys and Girls Scouts of America, Planned Parenthood and others...

Working with the Erie Country Reentry Taskforce, Weed and Seed continues to support the taskforce in its efforts to coordinate reentry services. Buffalo Weed and Seed coordinator chairs the mentoring sub-committee. To date, we have over 90 community leaders trained to serve as reentry mentors. Back To Basics Outreach Ministries, Inc. serves as the lead agency for coordination of the mentoring component and Buffalo Weed and Seed recruits mentees and trains adult community mentors.

Neighborhood Restoration

Strategy: Restore neighborhood vitality through increased home maintenance, housing rehabilitation and home ownership.

Goal: Redevelop Lower East Side housing stock and increase housing options

On the Job Training - Working with The Ss. Columba-Brigid Teen Center, Buffalo Weed and Seed successfully submit a proposal to coordinate On-the-Job Training/Phase III (OJT/P3) in conjunction with the Community Foundation for Greater Buffalo's Wipe Out Lead Campaign. The collaboration will provide services for community residents who have indicated that they are in need of assistance with help concerning lead remediation. This initiative will continue from our successful On-the-Job Training Initiative where we successfully completed forty-five (45) lead remediation projects. The On-the-Job Training/Phase III (OJTP3) will produce an additional 30 lead safe home projects. Both upstate New York AmeriCorps programs (The Belle Center/WNY Service Collaborative) are partners in this effort to make neighborhoods lead safe and children lead free.

Group Work Camps – Weed and Seed will help coordinate this years' Group Work Camps experience. Group Work Camps will provide home repairs at no cost for elderly, disabled, and disadvantaged people that need help. Project crews typically serve the same resident for the entire week, creating an environment where meaningful relationships develop. And, most projects are designed to be completed during the week, allowing youth group to experience the satisfaction of a job well done. Youth serve the needs of others through projects like... interior and exterior painting, building or repairing porches and wheelchair ramps, building or repairing steps, weatherization and other home repairs. We anticipate that 67 homes will be selected for home repairs.

Green and Healthy Home Initiative (GHHI) –Weed and Seed working with the Community Foundation for Greater Buffalo to recruit, train and place in employment 10 reentry candidates. Based on models from around the country, Buffalo's Green and Healthy Homes Initiative will align and coordinate public and private funding sources and programs for weatherization, lead hazard control, asthma control, and other home health and safety interventions in low income homes. Homes with vulnerable populations such as children and seniors will be given priority. Under the green and healthy model, comprehensive whole-house solutions replace a piecemeal approach that has been based more on government silos than on the needs of children and families.

National Civilian Community Corps (NCCC) – The City of Buffalo hosted the NCCC team to assist with neighborhood restoration efforts. Seven (7)

members were assigned to the Division of Citizen Services. The mission of AmeriCorps NCCC is to strengthen communities and develop leaders through direct, team-based national and community service. In partnership with non-profits—secular and faith based, local municipalities, state governments, federal government, national or state parks, Indian Tribes and schools members complete service projects throughout the region they are assigned.

Citizens' Participation Academy (JAG Funding)

The Citizens' Participation Academy was created in 2006 to engage City of Buffalo residents in their local government by providing an interactive forum, learning firsthand about the structure and management of the City of Buffalo. Over the span of 9-10 weeks, participants are united with elected and appointed officials in an informal setting, allowing them to learn through presentations, case studies and site tours during sessions held on a weekly basis. In addition to the weekly sessions, participants are afforded a firsthand view of city government by performing a police ride-along, participating in a Save Our Streets Clean Sweep, attending a Common Council or CitiStat session, observing the inner working of the Mayor's 311 Call and Resolution Center or volunteering at a community center.

Fall 2012 will mark the sixth session of the Academy. This year we anticipate 30 City of Buffalo residents reflecting different backgrounds were selected from throughout the City to participate in the Academy. During the current enrollment session we have received a wide-range of applicants. Once citizens have completed the program, they are expected to bring the information back to their block clubs, neighborhoods and businesses, as well as participate in a class project meant to keep the participants engaged with one another as well as the City of Buffalo. Though increasing interest in the program spurred the decision to offer the program twice a year in the fall and spring of 2007, it became apparent that the intensity and planning of this program wouldn't allow for it to be offered more than once a year.

In noting the extensive knowledge gained during the Academy and also the deep breadth of technical and professional expertise members of the Academy possessed, alumni of the Academy has served as volunteers for several events and on various committees and advisory boards for the City of Buffalo, using the knowledge gained from the Academy as a foundation for serving in a volunteer capacity. In looking towards the future, continuing education classes from previous graduates will be

offered. These will provide more in-depth sessions, delving into the issues and trends guiding local governance, while also allowing participants to have a greater say in the issues they feel affect city residents most. The ultimate goal is to provide a practical means of educating the community by attracting a diverse cross-section of residents who are eager to learn about city government and ways to access city services.

Mayor's Livable Communities Beautification Grant (BURA Funding)

The purpose of the Livable Communities Beautification Grant Program is to provide funding to block clubs and civic/citizens associations for the implementation of innovative projects that will provide measurable visual, physical, and environmental improvements in their neighborhoods and serves the purposes of crime prevention, historic preservation and neighborhood revitalization. These streetscape improvements will create a high quality and attractive environment throughout the project area that evokes a sense of pride, care and safety for people who live, work and visit in the area, in an effort to foster a sense of community based land stewardship. Funding for this initiative is provided by the City of Buffalo's Urban Renewal Agency. Any Block Club or Civic/Citizens association located in a low to moderate income area in the City of Buffalo, New York is eligible for funding, however, priority is given to grassroots Community-Based Organizations (CBO) or Block Clubs whose mission is related to crime awareness and improving the city's neighborhoods. First preference is given to projects located in one of the thirteen (13) targeted Livable Communities neighborhoods.

During the spring 2008 grant allocation in Year 33, over \$61,183 in funding was requested by 20 various block clubs and associations in the City of Buffalo. In an effort to improve accessibility of the grant to City of Buffalo residents, citizen input was used in making application revisions (i.e. Citizens' Participation Academy past participants, Board of Block Clubs, etc), decreasing the amount of jargon, and creating an electronic application, instructions, and attachments available online for completion. In addition, application revisions were made to reflect national initiatives and local community needs and include additional project examples in the areas of "green initiatives" and public safety.

During Year 34, over \$166,250 in funding has been requested by 71 various block clubs and associations across the City of Buffalo. To date, since the inception of this initiative, we have awarded 136 grants in the amount of \$151,250.64 to various block clubs and civic associations to perform community painting and/or murals, signage, garden and lot maintenance projects.

Project SCOPE - Smoke and CO Preparedness and Education (FEMA Funding)

Project SCOPE, funded by a federal grant from FEMA, is a study being conducted and tracked through the Division of Citizen Services in conjunction with the City of Buffalo Fire Department in order to provide Smoke Detectors and Carbon Monoxide Detectors to the general public in a coordinated manner. This information will then be tracked by the Division of Citizen Services and compared against fire statistics over the next year to ensure this is an effective fire prevention method by the Buffalo Fire Department. Within the Division of Citizen Services, the Office of Citizen Participation and Information is responsible for the administration of the program, distribution, supply inventory, and records management, while the Mayor's 311 Call and Resolution Center distributes supplies and information to the general public about the program.

To date, since the fall of 2008 the Office of Citizen Participation and Information has distributed 600 Carbon Monoxide detectors and 1542 Smoke detectors, as well as pamphlets on proper usage, children's Fire Prevention Coloring books and crayons, and Child ID kits to residents of the City of Buffalo. Materials have been distributed city-wide at a variety of events and locations including walk-in services with the Mayor's 311 Call and Resolution Center, 6 local Fire Houses, delivery to area residents by volunteers and the City of Buffalo's Division of Senior Services, Move to Buffalo Program organized through the City of Buffalo Office of Strategic Planning, local stakeholders' meeting, and at 3 Mayor's Tour of Block Clubs meetings.

Citizen Engagement

The Office of Citizen Participation and Information aims to engage City of Buffalo residents to become more involved with city government and their community. This is achieved through the Mayor's Tour of Block clubs, Project SCOPE Fire Prevention days, and individual meetings with block clubs and residents, and workshop presentations.

Citizen engagement activities since May 2011:

Tour of Block Clubs: 6

Livable Community Beautification Grant Presentations: 3

Livable Community Beautification Grant 2012 Engagement/Planning Meetings: 10

OCPI Block Club/Citizen Engagement Meetings: 30

Project SCOPE Fire Prevention Halls: 3

311 Call and Resolution Block Club Contacts: 91

Mayor's 311 Call and Resolution Center

Under the Division of Citizen Services, the flagship operation amongst the various programs is the Mayor's 311 Call and Resolution Center, which handles citizen complaints and inquires regarding city services. In past practices, when residents have reached out to government in an attempt to solve a city-related issue, their inquiry may be transferred several times before it reaches the appropriate department.

Since implementing the 311 system, City of Buffalo residents, visitors and businesses are able to dial one number "311" and find a one-stop center for all of their needs. Viewed as a customer service improvement strategy within city government, the 311 system has simplified and shortened the time between a resident reporting a problem and receiving a resolution, while improving the delivery of city services both in terms of quantity and quality.

The City of Buffalo's 311 Call and Resolution Center's mission is to provide its citizens with access to city services, city information and non-emergency police services with the highest possible levels of customer service and satisfaction. Our 311 Call Center strives to help City agencies provide efficient service delivery by allowing them to focus on their core missions and manage workloads efficiently, while providing insight into the needs of residents and ensuring that accurate and consistent services are delivered citywide to improve the quality of life for the citizens of Buffalo.

Statistics below are for the 2011-2012 reporting year.

- 267,756 Calls received
- 23,598 Self service calls (email or online reporting)
- 62, 902 service requests were created
- 80 Great American Cleanup activities
- Over 2,500 walk-ins assisted

CONTINUING THE 311 EVOLUTION

The Division of Citizen Services provides real-time GPS information regarding services to our callers to expand the communication options among citizens and the departments responsible for resolving citizen complaints. Our 311 system provides callers with a deadline for a response to their complaint, however, many complaints we receive are immediate concerns that often can be resolved immediately instead of a complaint being sent to the responsible department which necessitates

the citizen wait for a response, the GPS integration greatly enhances the transparency of city departments in that it provides callers with real-time information such as the current location and intended route of the snow plows and sanitation trucks, for example. Presently the GPS units are installed in city snow fighting equipment vehicles and other public works vehicles, and a program is linked to the 311 software. The technical aspects of linking information from the GPS units on board city equipment to the software that complaint clerks utilize are complicated, but it has provided the 311 office with a significantly increased ability to answer citizen questions and address complaints in a significantly timelier manner.

Furthermore, because this augmented information is available in tandem with the complaint software being utilized in the 311 office, citizens' concerns will either be answered immediately, or will be filed as a complaint with the relevant GPS data linked to the complaint. Not only does this provide the back office (responsible department) with all the information necessary to address specific concerns, but it also illustrates the stages involved with the resolution of each concern, as well as a detailed timeline of the city's response.

In addition, we are in the process of integrating all complaint information we receive, in conjunction with GPS data, to create a heat map of the city, highlighting areas of specific concern with respect to crime, abandoned properties, and demonstrated need for additional services potentially provided by local, regional, and state agencies. This reporting addition is extremely useful when identifying areas with the most slum and blight when scheduling the very successful Clean Sweeps through the Save our Streets program. Streamlining this process has already afforded the city with an increased ability meet the specific needs of target communities, and in the future we expect this data to further improve our abilities to effect change where it is most needed.

In the near future, we hope to integrate an extensive knowledge-base. To truly establish a "one stop shopping" center there is an enormous need to obtain a knowledge base. Adding knowledge will share the information among constituents and other stakeholders so that it can enhance the experience by giving them access to the important information related to their interests or concerns. By having a repository of knowledge, call takers can more quickly respond to customer questions and issues. By providing consistent answers to questions and issues, your customer is always assured of the right answer and consistent communications.

Mayor's Quick Response Teams

Mayor's Impact Team

Mayor Brown's Impact Team is dispatched as a first responder to quality of life issues throughout the City of Buffalo. The Mayor's Impact Team cleaned over 550 properties and 216 streets. In total, the team has removed over 1000 tons of debris from off the streets of Buffalo.

The current Administration has placed a high value on the work done by the Impact Team. While acknowledging the City's current fiscal situation and saving money where possible, in many instances the Administration increased the resources allotted to the Impact Team, because of the invaluable services it provides. Through bulk purchasing, a higher regard for maintenance and increased training, the Impact Team has set a high standard of excellent work. The Mayor's Impact Team includes staff from the Departments of Public Works; Economic Development, Permit & Inspection Services; Buffalo Police; the Buffalo Sewer Authority and the Division of Citizen Services.

Some other highlights of the Mayor's Quick Response Teams are:

- Cleaned over **45** bridges, viaducts and sidewalks each time it snowed.
- Participated in **24** Clean Sweeps.
- Closed out **919** requests from the Mayor's Call and Resolution Center.
Maintained the Police Memorial, Clinton Street Bern, Veterans' Park, Michigan Heritage corridor and other Buffalo Urban Renewal Agency's properties.
- Cut vacant lots in the North, Delaware, South, Lovejoy and University Common Council Districts.
- Served over **150** Court Order to Vacates in cooperation with the Department of Economic Development, Permit and Inspections.
- Continued a working relationship with City and County Court Systems to increase number of community service workers and work order requests (73 workers were assigned over 10,094 hours).
- Increased training of all Team Members.

The Save Our Streets Program (JAG Funding)

The City of Buffalo's Save Our Streets (SOS) Task Force is comprised of various law enforcement and government agencies, which include the Division of Citizen Services, City of Buffalo's Law Department, Buffalo Police Department, Erie County District Attorney's Office, NYS Attorney General's Office, the Department of Housing and Urban Development and the United States Attorney's Office. The charge of the Task Force is to

empower residents in the community, and improve the quality of life in the City of Buffalo by ridding residential properties of drug activity in a collaborative manner.

The Task Force attempts to eliminate drug activity on a property in two ways:

OPTION 1: The SOS Landlord Notification Committee (“Committee”) will meet with the landlord (and block club members if available) regarding the complaints on the property. In addition, the 911 and narcotics search warrant histories will be reviewed. Once it is determined which tenant(s) are involved in the drug activity, the Committee will recommend eviction of the tenant, and will assist the landlord in finding new tenants with suitable backgrounds for either a month-to-month tenancy, or rent-to-own opportunity. Prior to the Task Force providing this assistance, the Department of Inspections must complete an internal and external inspection of the property. In 2011 and 2012, the Task Force scheduled 138 meetings with problem property owners.

OPTION 2: If the landlord is not cooperative with the Committee, then the Task Force’s legal team will determine whether to pursue Bawdy House or Nuisance Abatement actions, or seize the property via the Federal Laws of Forfeiture.

The Buffalo Police Department Narcotics Division generates a letter to landlords when a search warrant is executed on a property and arrests are made. The SOS Task Force maintains a central database identifying these problem properties, and will follow up with landlords who fail to clean up their properties and take the necessary steps in removing non-compliant tenants.

The SOS Task Force has continued its free Landlord Training Program. To date, over 1461 landlords have participated in this program. The remaining training session for 2012 will take place on Friday, November 2, 2012. The vast majority of the attendees have enrolled voluntarily. However, the Buffalo City Court Housing Judge also mandates attendees that are felt would benefit from the program. In addition, first time homeowners who are purchasing two family homes are being referred to our program to qualify for their mortgages.

The SOS Task Force has continued the free Advanced Landlord Seminar for property owners who have completed the basic Landlord Training Program. Seminars are conducted twice a year so that these programs can reach as many landlords as possible to keep them up to date on issues that affect them.

The Advanced courses run simultaneously with the Basic Training Program. The Advanced seminar consists of 5 in-depth workshops that elaborate on topics covered in the basic Landlord Training. The landlords

are allowed to choose up to 5 workshops to attend. It is apparent from the participants of the workshops that many landlords are interested in educating themselves on their rights and responsibilities as well as finding out ways that would help them become better landlords. The information obtained ultimately helps to improve the housing stock and quality of life in the City of Buffalo. Therefore, it is the continued intention of the SOS Task Force to provide the Landlord Training Session and the Advanced Landlord Workshops.

The SOS Task Force is also continuing its latest prevention program, Operation Clean Sweep, which began during the summer of 2002. In 2011, there have been 24 Clean Sweeps performed throughout the City of Buffalo, which resulted in the following actions:

- The Department of Inspections issuing 976 properties with letters for housing code violations; 87 properties were referred for demolition.
- The Clean & Seal Crew cleaning and clearing of trash and debris in vacant lots and properties, boarding 148 vacant homes, mowed 591 lawns, and performed 116 debris removals
- Anti Graffiti Program eradicated 71 homes of unsightly graffiti.
- Forestry Department trimmed 1053 trees; removed 129 trees
- 69 free smoke detectors being distributed and installed, 273 File of Life Forms for life saving emergency prescription documentations
- Time Warner disconnected 168 locations for illegal cable services and addressed service issues; 1 warrant for arrest regarding repeat offenses.
- Public works removed 816 tires; filled 40 potholes
- NYS Parole visited 19 parolees.
- Rodent Control baited 2311 properties.
- Animal control rescued 21 dogs
- Buffalo Employment and Training Center offered 302 referrals.
- Sewer Authority cleaned 1071 receivers.
- Junior Impact team assisted with the removal of 397 bags of small debris.
- Buffalo Police department opened 85 investigations regarding narcotic activity, 11 arrests made.
- Signal division replaced 139 signs.

- NYS Insurance Enrollment Specialist assisted 84 individuals in obtaining adequate health care coverage.
- Senior Services distributed 48 disabled parking permit applications and gave out 118 senior discount cards, 13 seniors referred to additional outreach assistance
- Back to Basics Outreach Ministries referred 5 individuals for counseling services.
- U.B. Smile Team linked 495 adults and children to dental services.
- Division of Youth offering counseling services, 113 youth employment applications and 271 reading rules applications
- Housing Division of Neighborhood Development offered 84 referrals for repair assistance
- Matt Urban/WNY Homeless Coalition investigated 105 homes for squatter assistance
- Restoration Mental Health Society gave 25 referrals for counseling and 193 brochures distributed

The SOS Task Force is very committed to its purpose of empowering residents in the community with the knowledge and resources to improve the quality of life in their area. In 2012, a total of 25 Clean Sweeps have been scheduled throughout the City of Buffalo

Additionally, it is a current and future goal of Save Our Streets Task Force to continually add new seeding components to help neighborhoods and families stabilize after a sweep. This year, new seeding components include Roswell Park Cancer Institute, The Amanda Hansen Foundation, Erie County Health Department and the Community Health Foundation

The following is a list of the most current participating agencies actively participating in the missions of the Save Our Streets Task Force:

City of Buffalo Agencies

311

Anti-Graffiti Program
Division of Citizen Services
Clean & Seal Team
Department of Inspections
Department of Law
Buffalo Police Department

Buffalo Police Fire Investigation Unit
Jr. Impact Team
Public Works
Signal Division
Rodent Control
Department of Taxation and Assessments
Division of Youth
Drug Counseling
Buffalo Employment and Training Center
Department of Senior Services
Housing Division of Neighborhood Development

County of Erie Agencies

District Attorney's Office
Erie County Health Department/Lead Prevention

State of New York Agencies

Division of Parole
New York State Police

Federal Agencies

United States Attorney's Office
United States Marshals Service
Border Patrol

Housing Agencies

Office of Strategic Planning

Private Partners

Time Warner Cable
National Fuel
Center for Employment Opportunities

Outreach

Father Belle-Ameri Corps
Back to Basic Outreach Ministries (Prisoner Re-Entry)
WNY Homeless Coalition
Restoration Mental Health Society
Community Health Foundation
Amanda Hansen Foundation
Border Community Services

C. How matching requirements were satisfied.

There are no matching grant requirements for the CDBG grant program.

Due to the extent of poverty in its population, the City of Buffalo has received a waiver from matching requirements for the HOME grant.

During the contracting process for the Emergency Shelter Grant Program, each applicant must provide documentation that clearly shows that a match of funds has been obtained.

Although there are no matching grant requirements for the HOPWA program, all of the agencies sponsoring HOPWA-funded projects reported on other resources used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions. See the HOPWA Narrative section in Part Five of this CAPER for more details

Managing the Process

1. Actions taken during the past year to ensure compliance with program and comprehensive planning requirements

BURA and the City of Buffalo continued its efforts to improve compliance with program and comprehensive planning requirements.

On February 18, 2010, all of HUD's 2008 Monitoring findings were cleared. HUD and the City agreed to enter into a Memorandum of Understanding for technical assistance that will build upon corrective actions taken and explore best practices for managing the CDBG Program. During this year, BURA continued to develop and implement new policies and procedures and address HUD IG Monitoring Findings. The City, BURA, and HUD staff held regular meetings to review progress towards the resolution of the findings and insure best practices going forward. BURA enhanced its fiscal internal controls procedures including procedures for program income as well as monthly reconciliations of the IDIS draws and BURA's accounting system. BURA issued a request for proposals to upgrade its accounting system. BURA selected Yardi Systems Inc., a leading provider of grant management and accounting software for the public sector.

BURA also contracted with the National Development Council (NDC) to provide technical assistance. NDC conducted a one day training workshop on the Consolidated Plan and CDBG rules and regulatory requirements. NDC continues to provide technical assistance for the CDBG & HOME Programs.

BURA also developed a comprehensive Workout Plan to track the progress of its CDBG Projects. This Workout Plan includes a schedule for completing projects to meet the CDBG Timeliness Requirement. The schedule includes a timetable of project milestones and a drawdown schedule tied to completion of each milestone. The Workout Plan is designed to report progress and draws on a monthly basis.

The BURA Architect is assigned the position of Labor Standards Compliance Officer and has met with HUD's Labor Standards staff to further his understanding of the federal requirements. The Labor Standards Compliance Officer reviews all BURA contracts for Labor Standards requirements, ensures that the appropriate labor reports such as certified payrolls and employee interviews, conduct interviews, and complete semi-annual Labor Standards Enforcement Reports.

The EEO/Fair Housing Compliance Officer carries out responsibilities for Civil Rights related program requirements in the areas of fair housing,

Section 3, and MBE/WBE contracting. The Compliance Officer partnered with the Buffalo Municipal Housing Authority to present Section 3 workshop and Job fair. The Compliance Officer works with Developers to employee individuals from our Section 3 ready to work list. The Section 3 Officer is receiving technical assistance from NYSDHR and HUD for Section 3 regulatory requirements and compliance.

Six experienced housing groups were selected through a Request for Proposal process to participate in the Community Partnerships Initiative (CPI) – 2010/2012 for BURA. The overall goal of the CPI is to continue to build and sustain healthy and stable neighborhoods through the creation of affordable housing rehabilitation and homeowners opportunities and by addressing neighborhood quality of life issues and concerns through programs implemented by the Community Based Organization network. The organizations, through their contract work plans, continue to conduct outreach and service the nine council districts located throughout the City of Buffalo.

CBO	Council District
Ellicott District Community Development, Inc. (EDCD)	Ellicott
Fillmore Leroy Area Residents, Inc. (FLARE)	Masten
Lt. Col. Matt Urban HS Center of WNY, Inc. (Matt Urban)	Fillmore & Lovejoy
Old First Ward Community Association, Inc. (OFW)	South
University Heights Community Development Association, Inc. (UDCDA)	University & Delaware
West Side Neighborhood Housing Services, Inc. (WSNHS)	Niagara & North

Our planning department has worked to enhance neighborhood planning by preparing neighborhood plans, assisting with the Green Code – an update of the city’s land use plan and zoning ordinance, and supporting community members and stakeholders with technical assistance on planning issues.

Neighborhood plans will be adopted as part of the City’s Comprehensive Plan, to help guide the use of federal, state, and local funding. The planning process is a crucial function leading to successful resource leveraging and project implementation.

Staff involvement has resulted in many successful neighborhood projects. This work involves the following activities undertaken by the Community Planners:

- 1) Prepare work plans and project schedules;
- 2) Obtain project approvals;

- 3) Provide project management and tracking;
- 4) Coordinate steering committees;
- 5) Prepare RFQs and RFPs to solicit consultants;
- 6) Manage consultant work and review products;
- 7) Conduct and facilitate community presentations;
- 8) Coordinate on-going neighborhood planning through:
 - Community Development Block Grant Program
 - Good Neighbor Planning Alliance
 - Community-based organizations
 - Block Clubs
 - Neighborhood Business Associations
 - Non-profit Agencies
 - Foundations
 - Other entities and stakeholders.

The HOME grant funding agreement was refined to ensure all HOME regulatory requirements are met. We began implementing a computerized system that assists in testing completeness of an application. Ultimately, reviews of information will be tracked on line with up-to-the-minute status reports available. The system also allows built in tools that will limit the progress of a contract if certain steps have yet to be performed, e.g. the receipt of an environmental clearance report will trigger a stop in allowing issuance of a contract. This is a major tool in our efforts to ensure compliance in major areas such as environmental reviews, Section 3 compliance, contracting, underwriting and file documentation. Implementation of the plan continues as established policies and procedures are refined.

During this reporting period, we continued our subrecipient monitoring program for ESG and major HOME grant recipients, as well as selected CDBG grant recipients. We have used negative findings as a way to educate our subrecipients on the rules and regulations. Correction of these findings leads to better programs and services for the citizens we serve. We also continued our HOPWA monitoring program which was implemented in the summer of 2007. We noted several findings which have been opportunities for improvement.

Citizen Participation

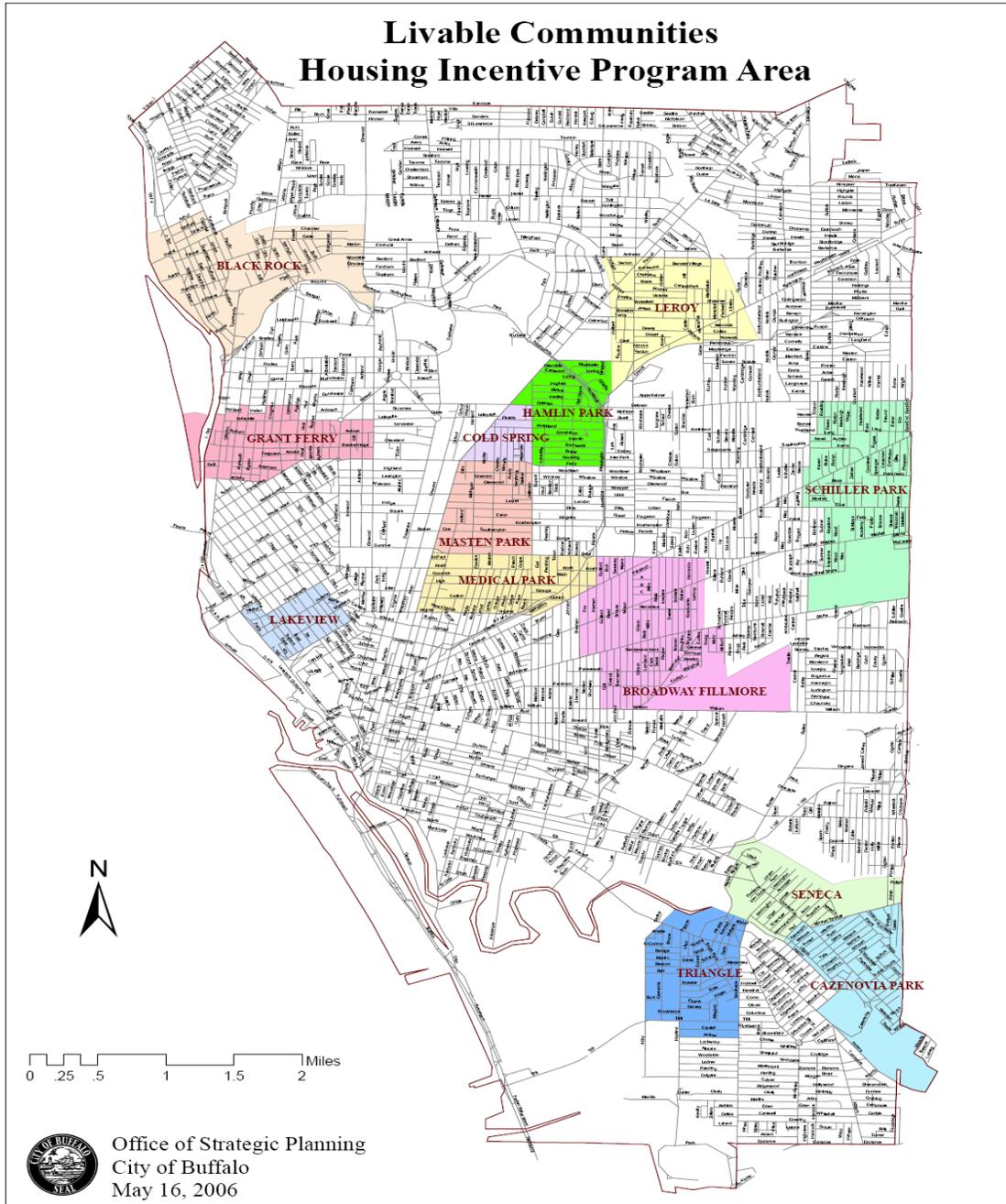
1. 2011-2012 CAPER Report

BURA of Buffalo issued a public notice in the Buffalo News on July 12, 2012 advising the public that the CAPER is available for review in room 214 of City Hall during a prescribed 15-day comment period. In addition, the report may be viewed on-line at BURA and the City's website at the following link:

http://www.city-buffalo.com/Home/City_Departments/Office_of_Strategic_Planning/ConsolidatedPlanDocuments

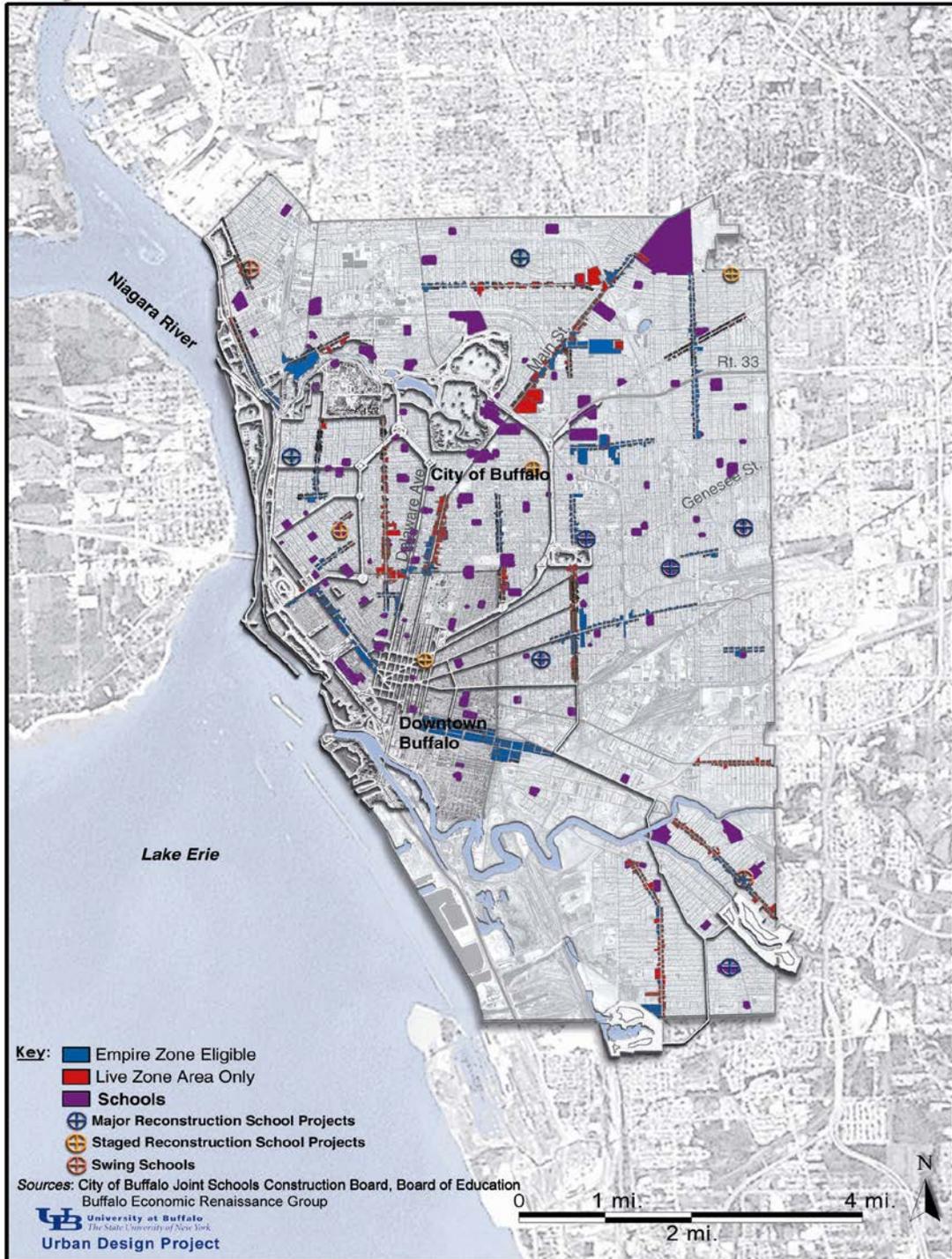
Copies of this CAPER Narrative section, the PR03 Activity Summary Report, the PR26 Financial Summary, the PR23 Summary of Accomplishments, the PR06 Summary of Consolidated Plan Projects for 2011, PR83 CDBG Performance Measures Report, PR84 CDBG Strategy Area, CDFI & Local Target Area, PR85 HOME Housing Performance Report, PR81 ESG Performance Measures Report, PR 80 HOPWA Measuring Housing Stability Outcomes, PR82 HOPWA Units/Households and Funds Expended, HOPWA CAPER, and HOPWA Worksheet all which constitute the annual submission to HUD, were made available to the public for their review and comment in room 214 City Hall, 65 Niagara Sq. As noted above, the CAPER was also made available on BURA and the City's website and the Buffalo and Erie County Library, as contained in our Citizen Participation Plan. Please note that there have been problems with the IDIS reports and that programmers are working to correct deficiencies. Specifically, the PR03 report does not always reflect the 2011 Accomplishment Narrative for each activity (see Preface of the PR03 report). HUD Technical Assistance Unit advises that this will be corrected in September of 2012. The corrected PR03 report will be published on both BURA's and the City's website as soon as this has been resolved.

The following maps provide the geographic distribution of program activities.

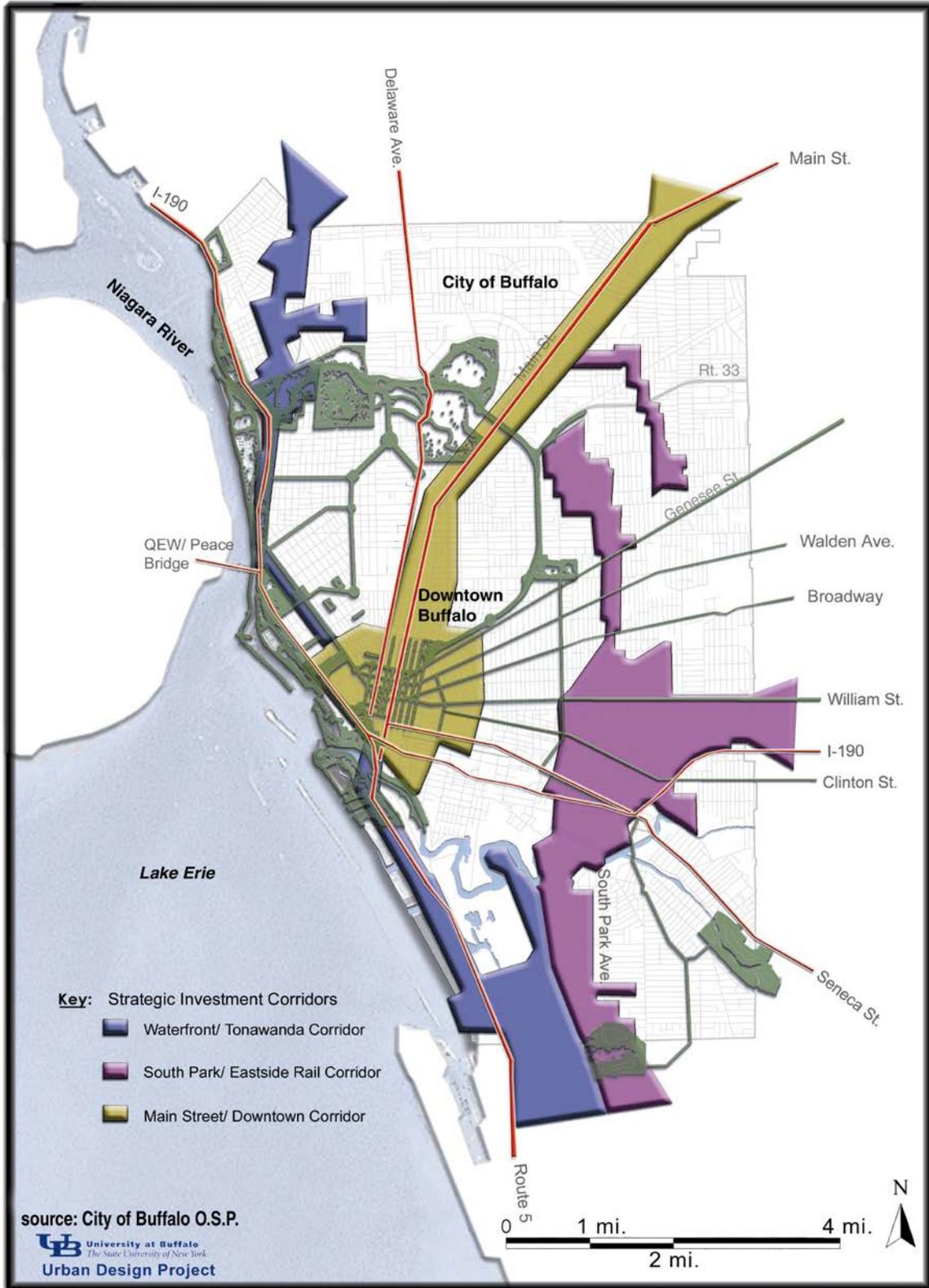




City of Buffalo - Live Zones



Strategic Investment Corridors



The Livable Communities Areas are located in the following census tracts: 2, 10, 11, 1402, 15 BG 6,7,&8, 16, 2502, 2701, 2702, 30, 31, 3201, 3202, 3301, 37, 38, 3901, 4001, 5202, 55, 59, 61, 6501, and 7101

The Mid City NRSA is located in the following census tracts: 3201, 3202, 3302, 3301, 3901, 4001, & 5202.

Public Facilities' Improvements were concentrated in the following census tracts and block groups (BG): 5 BG 1, 34 BG 1, 51 BG 3, 69 BG 1, 69 BG 6, 1402 BG 3, 4402 BG 2, & 6202 BG 9. A total of \$340,429.20 was invested in public facilities during the period.

Park/Playground improvements were concentrated in the following census tracts and block groups (BG): 1BG 2, 2 BG 7, 4 BG 1, 11 BG 1, 11 BG 3, 12 BG 1, 15 BG 1, 19 BG 5, 20 BG 2, 24 BG 3, 26 BG1, 28 BG 2, 30 BG 2, 35 BG 8, 35 BG 4, 37 BG 2, 38 BG 1, 45 BG 1, 47 BG 4, 56 BG 3, 58 BG 2, 70 BG 3, 1302 BG 2, 1402 BG 3, 1402 BG 1, 2502 BG 2, 3202 BG 5, 3302 BG 5 & 7, 3901 BG 1, 4001 BG 2 & 4, 4002 BG 3, 4402 BG 1, and 7101 BG 4. A total of \$773,940.69 was invested in park/playground improvements during the reporting period.

Sidewalk/Streetscape Improvements were concentrated in the following census tracts and block groups (BG): 10 BG 4, 16, 23 BG 3, 24 BG 3, 30 BG 1, 41 BG 4, 43, 47, 51 BG 1, 68 BGs 4,5,&6, 69 BG 1,7 &8, 5202 BG 1, and 7101 BG 2&3. A total of \$682,536.50 was invested in sidewalk/streetscape improvements during the period.

Public Service agencies were located in the following census tracts and block groups (BG): 5 BG 1&3, 10 BG 9, 1301 BG 2, 1401 BG 2, 15 BG 7, 16 BG 1&3, 18 BG 1, 23 BG 3, 2501 BG 3, 2502 BG 3 & 6, 2701 BG 3, 3202 BG 6, 34 BG 1, 37 BG 2, 4001 BG 2, 4601 BG 3, 51 BG 3, 56 BG 3, 61 BG 1,4, 68 BG 4, 69 BG 2 & 6, 7101 BG 2&5, and 7201 BG 1. A total of \$1,953,254.72 was disbursed for public services during the period.

Emergency Rehabilitation Assistance for single family structures was concentrated in the following census tracts and block groups (BG): 1 BG 2, 2 BG 7, 6 BG 2, 8 BG 5, 9 BG 3, 10 BG 7, 12 BG 1, 15 BG 6, 17 BG 4, 18 BG 2, 22 BG 3, 23 BG 4, 24 BG 5, 2701 BG 2, 2702 BG 1 & 5, 29 BG 2 & 4, 30 BG 3, 31 BG 5, 3202 BG 7, 3301 BG 1, 3302 BG 3, 35 BG 7, 37 BG 1 & 5, 38 BG 1 & 2, 3902 BG 5, 41 BG 2, 42 BG 1 & 4, 45 BG 6, 47 BG 2 & 4, 50 BG 1, 51 BG 2, 56 BG 2 & 4, 57 BG 4, 59 BG 1, 60 BG 3, 61 BG 1, 6301 BG 5, 6502 BG 1, 6601 BG 3, 69 BG 2, and 7101 BG 5. A total of \$442,507 was disbursed during the period for Emergency Rehabilitation Assistance for single family structures.

Emergency Rehabilitation Assistance for multi family structures was concentrated in the following census tracts and block groups (BG): 5 BG 3, 8 BG 3 & 6, 10 BG 3, 12 BG 5, 1301 BG 4, 15 BG 2 & 8, 16 BG 1, 21 BG 1, 23 BG 2, 2701 BG 2 , 2702 BG 2 & 5, 29 BG 1,3, & 4, 31 BG 2 & 3, 34 BG 7, 35 BG 1,6, & 7, 36 BG 3, 3902 BG 2, 4002 BG 3, 41 BG 4, 4401 BG 1, 45 BG 2, 47 BG 2, 48 BG 4, 56 BG 4, 59 BG 2 & 3, 60 BG 3 & 4, 61 BG 4, 6502 BG 1, 6601 BG 3, 6701 BG 2, 69 BG 1, 7101 BG 1, and 7102 BG 1. A total of \$544,475 was disbursed during the period for Emergency Rehabilitation Assistance for multi family structures.

Downpayment & Closing Cost Assistance was concentrated in the following census tracts and block groups (BG): 6 BG 2, 10 BG 4, 11 BG 1 & 2, 1402 BG 5, 17 BG 3, 19 BG 2, 24 BG 2, 34 BG 4, 4001 BG 7, 4401 BG 7, 4601 BG 6, 47 BG 3, 49 BG 5, 51 BG 3, 55 BG 4, 57 BG 2, 58 BGs 2, 3, 7 & 8, 59 BG 1, 60 BG 4, 61 BG 4, 6501 BG 3, 6701 BG 1, 70 BG 2. A total of \$186,416.31 was disbursed during the period for Downpayment & Closing Cost Assistance.

Summary of Citizen Comments

All comments are taken into consideration and responded to in writing. Comments along with BURA's response(s) are forwarded to HUD at the end of the comment period. The 15-day comment period ends on Friday, July 27, 2012.

Institutional Structure

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

As discussed above, we continue to strive to improve the policies, procedures and resources available to ensure the success of our efforts and the compliance with grant regulations.

During the reporting period we continued to train staff to allow us to institute our revised monitoring plan. The National Development Council (NDC) conducted a training workshop on the Consolidated Plan and CDBG rules and regulations. We are also doing cross-training in some areas to foster understanding of the relationship of duties and to limit the possibility that errors will be generated because of the lack of knowledge of compliance requirements. We continue to seek additional sources of training for both staff and subrecipients to better meet compliance requirements.

At the annual Application Workshop we provided training on completing the budget portion of BURA's Year 37 funding application. BURA implemented changes to the application that were agreed upon at the forum held the previous year with a focus group of representatives from community based organizations. Margreta Mobley, the BURA Director of Administration discussed eligible activities, allowable expenses and direct and indirect costs. Staff also attended, giving them a greater understanding and allowing them to better address CBO questions and concerns on fully implementing this theory to their programs. Staff from BURA and Community Services Departments continued to meet to better coordinate grant program monitoring, and this group also fine-tuned the requirements of our application to enhance reporting requirements and monitoring needs.

BURA also continued the use of our Housing Manual that describes our approach for the use of grant funds. It lays out policies for the use of grant dollars. This policy was adopted by the board of the Buffalo Urban Renewal Agency, and guides our programs to ensure fair and regulatory-compliant activities are conducted with our limited grant dollars.

Together these measures helped BURA to improve the organizational structure that allows us to operate federal grant funds in an efficient and compliant manner.

Monitoring

BURA continued its monitoring program during the reporting period. Monitoring was conducted in several areas and differed by grant and the nature of activities undertaken by each subrecipient.

Community Development Block Grant

The annual CDBG subrecipient agreement is the first source for monitoring of all subrecipients. The Program Description (Exhibit A) and Program Budget (Exhibit B) provide the basis for all monitoring. The subrecipient contract boilerplate advises the subrecipient of the CDBG rules and regulations, as well as BURA policy requirements such as insurance and program reporting.

All subrecipients receiving funding to provide human service programs are monitored on a monthly basis. Monitors visit the site and test that programs are being conducted and verify that numbers of participants are supported by adequate documentation. Staff members review monthly progress reports to detect problems in meeting goals and objectives.

Monitoring is also done through a detailed review of financial claims for reimbursement. All subrecipients are required to file financial claims containing supporting documentation for all costs claimed. Prior to payment, these are reviewed to ensure that costs are relevant to program activities and reasonable, are included in the approved contract budget and within contract limits.

Finally, subrecipients are subject to annual reviews of audited financial statements and Single Audit reports. In most cases, the reports are reviewed prior to the awarding of funds. Any findings are subject to review and follow up.

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

Monitoring is conducted through several methods. The City reviews select projects during the year to determine that the project is eligible.

Monitoring of CBO Contractors:

The community based organizations continued to be monitored through the review of their monthly report submissions. The groups completed the forms and also noted any obstacles to performance and measures taken to overcome those obstacles. Payments for the reports, as well as any other activities, were made to the groups based on a schedule of fixed fees and upon submission of the invoice and activity tracker forms. The tracker form, at a glance, allowed staff to determine if the groups were meeting or

exceeding specific benchmarks listed in their individual work plans. The groups were contacted via phone or electronic mail if additional information was required to support the request or to provide an explanation of why benchmarks were not met.

2010/2011 Mid Contract Review Schedule

CBO	Site Visit Date	Report Date	Meeting Date	Date of Response From CBO	OSP Approval of Revisions
EDCD	April 7, 2011	June 1, 2011	June 7, 2011	July 5, 2011	July 12, 2011
FLARE	April 6, 2011	June 1, 2011	June 7, 2011	July 6, 2011	July 11, 2011
Matt Urban	April 5, 2011	June 1, 2011	June 7, 2011	June 22, 2011	July 13, 2011
OFW	April 4, 2011	June 1, 2011	June 6, 2011	June 30, 2011	July 14, 2011
UDCDA	April 11, 2011	June 1, 2011	June 6, 2011	July 1, 2011	July 27, 2011
WSNHS	April 12, 2011	June 1, 2011	June 6, 2011	June 29, 2011	July 14, 2011

Site visits: The City of Buffalo Office of Strategic Planning scheduled and conducted a site visit at each agency to review their performance and to determine if there was sufficient file maintenance and back-up documentation to support the information provided in the monthly progress reports. The goal of the review was to identify areas in need of improvement and provided recommendations to improve the overall performance of the agency.

Each group was notified of the site visit, provided a checklist of items to review and instructed to be prepared to discuss the items during the visit. The site visit team was comprised of the assigned OSP monitor, a representative from Financial Control of Agencies and, if applicable, the monitor assigned to the CHDO contract.

Report date: A 2010/2011 mid-contract review report was prepared by the program monitor and was sent out to each agency. This document included a summary of the performance of the agency, a payment activity report and the next steps to be taken by the agency to address the issues cited in the report. The issues mentioned in the reports included the lack of Home Buyer Assistance Program applications, the lack of documenting problem properties/court time, incomplete web site and or resource directories and the timeliness of report submissions by a few of the groups.

OSP/CBO Meeting: A meeting was scheduled with each CBO to discuss the work plan activities, the mid-contract report and any suggested or proposed changes to the work plan and/or fee for service schedule. Required attendance for this meeting included the Executive Director, Housing Director and a representative from the organization’s board of directors. The final report was discussed as well as a possible budget revision to transfer unspent funds into lines, such as emergency assistance,

where the agency had noted a shortfall due to exceeding their work plan outputs. The agencies were required to submit a written response to the report outlining what actions were to be taken to address issues and a budget revision to suggest modifications to the specific line items.

Response due from CBO: Each agency submitted a response to the report and a proposed budget revision. Some of the agencies submitted work that was overdue such as the resource directories or updates of the agency website.

Approval of Revisions: OSP reviewed and approved the budget revisions submitted by each agency. One revision was returned because the agency requested additional funds and this was not an option provided to the group. The final revision was reduced to the original amount and all revisions were approved.

Updates/changes to the original work plan: As part of the review process, OSP staff reviewed the program activity and considered the suggestions made by the CBOs for recommended changes to the CPI work plan and fee-per-service schedule. Modifications included changing from a quarterly report schedule to a monthly report schedule. The fee for service for the reports was increased to cover items to be reported each month. The identification of problem properties did not remain a line item in the budget but became part of the monthly report. Updates to the web site and resource directories also became part of the report and did not receive an individual fee payment. The attendance of staff at housing court was no longer a mandatory activity due to the amount of time required by their limited CBO/housing staff.

The assignment of additional slots for application activity was made according to the current productivity of the agency. Also, in an effort to get the groups out in the neighborhoods, the CBOs were tasked with strengthening their community ties by organizing neighborhood events or by sponsoring workshops or a speaker series. Groups were encouraged to work with existing, housing, fair housing or human service agencies to help co-sponsor the events.

Next steps taken by OSP: Each agency received a one year contract extension, along with a major budget revision. A mandatory meeting was held for all CBO Executive Directors and housing staff assigned to work on the CPI work plan and programs

OSP scheduled a mandatory meeting, on November 7, 2011, for all CBO Executive Directors and housing staff assigned to work on the CPI work plan and programs. Representatives from OSP, all six CBOs as well as our loan administrator, Belmont Shelter attended the meeting. The OSP

Housing Director and staff discussed the current policies and procedures for all programs (rehab, down payment, CHDO, and the CPI contract). Each group was encouraged to request one-on-one training/technical assistance for any new or existing staff members.

The assigned program monitor met with the CBO staff, during the months of January and February, to discuss the work plan and the general productivity of the agency. Items discussed included the proposed schedule for the remainder of the contract extension period, the spring/summer schedule and the possibility of an on-site monitoring visit during the months of May and June.

2. Describe the results of your monitoring including any improvements

See item 1 above for comments on our findings.

The accomplishments in attaining the goals and objectives for the reporting period consisted of the following:

CBO Contractor Work Plans

The primary responsibilities of the CBO network included:

- The coordination of the rehabilitation loan program including the marketing and conducting outreach for the programs on a regular basis to help identify low mod limited clientele to participate in the programs.
- Conduct outreach to ensure that the under-served population of minorities, the elderly and the single parent households benefit from the programs.
- The coordination of the Home Buyer Assistance (Down Payment and Closing Costs) Program.
- The research of a target/focus area (residential streets) to be identified for possible code enforcement by the City of Buffalo Housing Inspector in conjunction with the owner occupied rehab program.
- The documentation of the assistance and guidance provided to residents, The CBO were to promote access to Fair Housing, Legal and Human Service agencies for those residents that may require assistance dealing with predatory lending, foreclosure, insurance, adequate housing for disabled individuals and credit issues.
- The promotion of affordable homeownership opportunities by conducting or referring clients to not for profits offering education, counseling and financial assistance classes and programs.

- The attendance at all mandated community meetings, public hearings or CBO network meetings sponsored by the City of Buffalo or hosted by the Office of Strategic Planning.
- Strengthen community ties by sponsoring or co-sponsoring a number of housing, block club or neighborhood events.
- Participate in any city-sponsored neighborhood events such as the Clean Sweeps or neighborhood tours.
- Research, identify and apply for other private and public funds to help leverage or augment current resources.

Over the course of May 1, 2011 – April 30, 2012, through the Office of Strategic Planning and its partners, we have completed the following activities:

Rehab Assistance: The rehab program was limited to applications for the emergency repair program (roof replacement or a property with a critical emergency condition). The groups were notified of a moratorium on the submission of new applications for the Target Streets and the 50/50 Programs. However, exceptions were made for applications to be matched with funds awarded under the New York State Affordable Housing Corporation (AHC) program. The six agencies submitted a total of 155 applications to Belmont Shelter Corporation, the loan administrator, for consideration for the program.

Program	Applications
Emergency	24
Emergency – Roof	126
AHC Match	1
Block-By-Block Loan	4
Total	155
Apps rejected or withdrawn	-13
Total	142

Home Buyer Assistance (Down Payment and Closing Costs) Program. The CBOs received payment for a total of 22 applications submitted to OSP for review and approval.

Identification of Target/Focus Area: Each CBO researched and identified street(s) to be considered for inclusion in the rehab loan program, neighborhood clean-ups and the identification of problem properties. The research and selection of the focus area allowed the CBO, assigned to one or more districts, the opportunity to get out, visit the community, and become more familiar with the neighboring districts. The selection of the area, once approved will allow the agency to direct limited funds and attention to one particular area. The groups were also encouraged to

identify problem properties, meet with block clubs and to encourage residents to get involved in their neighborhood/community. The critical issues to be considered when selecting streets included blocks/streets located around priority sites such as new development or neighborhood schools; areas where HOME dollars are being invested through CHDO projects; and streets where other dollars (AHC, NeighborWorks®, private) have been identified to match existing program funds. Each CBO, prior to the submission of the proposal, was to meet with the City of Buffalo Planning Department to discuss the selection of streets. Community Planners, in turn, were to offer input regarding City of Buffalo initiatives and any other items that may support the selection of the streets. Nine proposals, covering thirteen streets, were submitted for review and approval by the planning department.

Research Problem Properties: The CBOs identified and research 306 problem properties. The background information compiled for each property helped to identify the owner, the status of the property and the next steps to be taken by the CBO and/or housing court.

Websites: The CBOs were responsible to continue to update the content of the site, periodically, to include up-to-date information regarding neighborhood news, program products and other services. The groups were encouraged to expand their site to include information regarding the general history of the agency, board of directors, annual reports, press releases, newsletters, testimonials and feedback. A few of the groups also used social networking service/website to communicate with area residents and kept them informed regarding upcoming meetings, events and programs. These sites also allowed residents who may not know each other to communicate about issues or neighborhood concerns.

CBO	Updated Web Site
Ellicott District CD	http://edcd.org
Fillmore Leroy Area Residents	http://flarebuffalo.org
Lt. Col. Matt Urban	http://urbanctr.org
Old First Ward	http://old1stward.com
University District CD	http://udcda.org
West Side NHS	http://www.wsnhs.org

Resource Directories: The CBOs were responsible to update the current resource directory published for their assigned council district. This year the agency was provided a checklist for items that were to be included in the document. A special emphasis was placed on updating information pertaining to Homeless Prevention Services, government Web sites, and the 311 Call Center. The directory assists staff with making cross referrals

to other agencies for available programs and services. Copies are made available to area block clubs, youth/senior centers and civic organizations.

CBO Community Outreach/Participation: The CBOs have noted 2,766 referrals for access to fair housing, legal or human service services and programs. 1,161 callers were referred to various agencies for home buyer education or down payment and closing costs assistance. The CBO staff have attended or sponsored 116 community events such as financial workshops, mortgage check-up seminars and neighborhood clean-ups. Staff has also attended 813 meetings held in concert with block clubs, Good Neighbors' Planning Alliances, business and taxpayers associations, banks, other not-for-profits and neighborhood colleges. Additionally, all of the groups have maintained an inventory of block clubs and organizations so that they can market and promote programs and services to the residents of the area.

Research, Identification and Application for Private and Public Funds: All of the agencies continue to research and submit applications for additional funds to help leverage or augment current resources. Potential funding sources included the New York State (Affordable Housing Corporation, Weatherization, Homeless Housing), NeighborWorks®, Federal Home Loan Bank, Community Foundation of Greater Buffalo, Junior League, Home Depot, Lowes and area banks. Groups were encouraged to share resources/staff and to conduct outreach to local colleges to identify and work with interns.

Partnerships & Linkages: The CBO housing groups continued to foster partnerships and linkages with various public and private organizations. Some have more formal relationships defined by an official memorandum of agreement/understanding while other groups meet to discuss ways they can collaborate on programs and/or shared staff.

HOME Grant

1. On Site Inspections of Affordable Housing

In order to verify compliance with program regulations governing record keeping and property standards, an on-site visit is scheduled according to the total number of units in each HOME-assisted project. Scheduled site visits were planned and conducted at twenty-four sites. Prior to each visit, a desk review for each project was conducted and the site manager was contacted via a phone call or electronic mail to arrange a date for the visit. In the past an attempt to maintain a uniform schedule was made and all visits were scheduled at the start of the week. This year, the managers were offered a more flexible schedule due to the fact that, often times, multiple projects under one management company tend to share staff.

Once a date was selected, and a City of Buffalo Inspector was assigned to the project, a pre-monitoring confirmation letter was sent to the owner/management company. The letter was provided at least one month prior to the scheduled visit and included a checklist of items to be reviewed during the visit (tenant files including application, initial income verification, subsequent income verification documents, lease and yearly inspection forms). The confirmation letter also allowed the property manager to provide ample notice, to each tenant, of the inspection process.

The site team (monitors and inspector) conducted a review of 20% of the HOME-assisted units with a minimum of five files/units. The team reviewed and tested the files for: tenant selection, evidence of affirmative marketing, leases and project rules, tenant file maintenance, income certifications, rent limits, lead based paint, proof of paid city obligations (taxes, water/sewer) and audited financials. At the conclusion of the monitoring visit, the team discussed the preliminary results of the monitoring visits and provided an opportunity for the site owner and/or manager to report steps they may already have been taken to address areas of non-compliance or non-performance. The inspector also provided a brief review of his report.

2. HOME Multi-Family Rental Rehab:

All projects that have been developed or constructed using HOME funds are subject to specific rules designed to ensure that they remain affordable to income eligible households throughout their affordability period. In order to assist the monitoring staff with their review, each HOME project is required to complete a rental housing project compliance report. The information provided with this report includes the updated project management’s contact information, the rental housing annual report, the year-end rent rolls, and documentation supporting the project’s affirmative marketing outreach for the past year. Additional information requested included a unit vacancy report, the rent and utility allowance schedule and proof of insurance coverage.

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

2011-2012 On-Site Monitoring Schedule:

Property Address	Project Name/Owner	On-site Visit
384 Broadway	HELP Buffalo	June 8, 2011
1201 Broadway	Francis John Apartments	June 13, 2011
1406 Main Street	WNY Vets-Housing Coalition – Firehouse	June 15, 2011
158 Chenango	St. John Bosco	June 22, 2011

245 East Eagle	Shiloh Senior Housing	June 29, 2011
251 Virginia Street	Hispanics United of Buffalo (HUB)	August 3, 2011
333 Trenton	La Casa De Los Tainos	August 10, 2011
67 Vincennes	Buffalo River Apartments	August 17, 2011
413 East Delavan Avenue	Women for Human Rights and Dignity	August 24, 2011
395 Tonawanda Street	Austin Manor	September 14, 2011
1749 South Park	South Park Supportive Living	September 20, 2011
2169 Seneca Street	Seneca Cazenovia Senior Housing	September 21, 2011
1180 Hertel Avenue	Ivy Rose Apartments	October 6, 2011
515 Clinton	Frederick Douglass I	October 12, 2011
266 Oak Street	Oak Street School	October 19, 2011
515 Clinton	Frederick Douglass II	October 26, 2011
525 Clinton	Frederick Douglass III	November 16, 2011
424 Swan Street	Ellicott Homes	November 22, 2011
1219 Main Street	Artspace Buffalo	November 30, 2011
150 East North	Cornerstone Manor	December 7, 2011
1325 Main Street	Packard Building	December 14, 2011
Various sites	Belmont East Side - New Opportunities	January 11, 2012
233 East Eagle Street / 214 South Division	Ellicott Mall Partnership - Towers 4 and 7	April 5, 2012
2671 Main Street	Amherst Station	April 23, 2012

Results:

The monitoring team visited twenty-four multi-family HOME-assisted projects during the CAPER period of May 1, 2011 through April 30, 2012. Listed below is the current status of the project files:

- Four projects were found to be in full compliance (no findings and/or concerns noted by the monitoring team) and the files were closed.
- Eleven projects were cited for various issues such as property maintenance, lack of evidence of marketing the units, issues with occupancy reports or file maintenance. The cited issues were addressed and the files were subsequently closed.

- Thirteen projects have open findings and/or concerns and the team continues to work with management to address the issues and clear the findings.

Emergency Shelter Grant

BURA performs on-site monitoring of ESG recipients annually. A risk assessment is conducted for each funded program, agency or entity. Where risk analysis reveals a greater risk of non-compliance, or where regulatory requirements provide for established frequency of monitoring, Program Staff will schedule on site monitoring visits. Upon completion of the field work, a monitoring report is prepared which highlights non-compliance findings or areas of concern.

Housing Opportunities for Persons with AIDS (HOPWA)

Grant management oversight of agencies provided with HOPWA funding to sponsor projects is conducted through Quarterly Activity Reports, a desk audit of payment requests, as well as some site visits. The Activity Reports submitted by sponsoring agencies indicate numbers of people served by each project, ethnic and demographic breakdowns of people served, and monthly expenditures.

Program Reports submitted by each of the agencies sponsoring projects detail housing units supported, support services, and other program activities, as well as expenditures for those activities during the May 1, 2011 – April 30, 2012 reporting period (Program Year 37). The reports distinguish between program activities supported directly with HOPWA funds, and activities supported with matching resources, including cash and in-kind contributions. These reports, incorporated below into this CAPER, demonstrate that significant resources from a diverse range of sources were used in conjunction with HOPWA-funded activities. All of the HOPWA-funded agencies have developed strong collaborative efforts with related programs, including coordination with clients, advocates, AIDS drug assistance programs, homeless assistance programs, and other community efforts to assist persons living with HIV/AIDS and their families. This collaboration is also demonstrated by the agency reports that follow.

Agencies are on a two-year monitoring cycle unless our risk assessment indicates a need for more frequent monitoring.

3. Self Evaluation

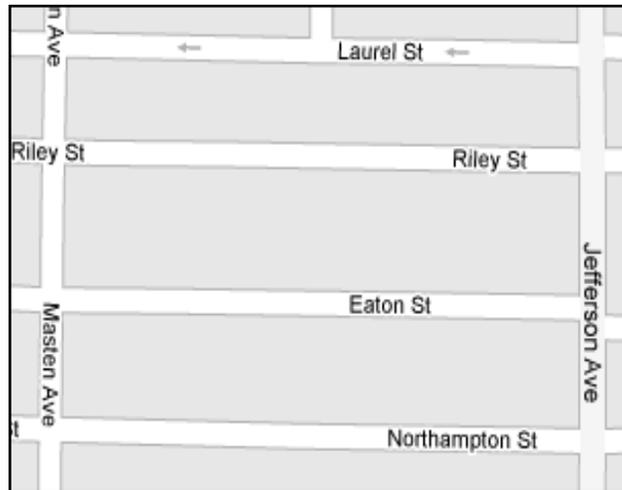
- A. Describe the effect programs have in solving neighborhood and community problems.**

We are beginning to see an indication of the difference that targeting our dollars and our efforts can make. Since this is the fourth complete year of our multi-year plan, while seeing some improvements, we do not anticipate full results to become clear for another year. Our targeting efforts include the following:

- We continue to focus as many resources as possible within our HUD approved NRSA.
- We have focused our limited homeowner rehabilitation program dollars to the 12 targeted neighborhoods, but even more stringently to specific streets within those neighborhoods.
- Inspectors continue to pursue concentrated code enforcement as part of this effort in the defined in these specific streets in the various targeted neighborhoods.
- As each targeted street is completed, the housing agency moves to the next designated street as we continue our targeted approach.
- We have targeted our CHDO program dollars, both rehabilitation and new housing efforts, to these same areas.
- We have begun operating under a demolition plan that includes both City bond and CDBG funds and which prioritizes demolitions for emergencies and then location, ensuring that, wherever possible, dollars are focused in areas where there are other substantial dollars committed. Accordingly, we focus demolition dollars where there are investments in the city schools through the multi-million dollar school rehabilitation projects, or in the HOZO and Cold Spring areas of the City, where we have built over 140 new homes.
- In our recent efforts we have begun to pull in more City resources by working with the Department of Public Works to coordinate possible street improvements, sidewalks, lighting and trees.
- As discussed previously, we are beginning to work in concentrated blitzes under “Clean Sweeps” which utilize all City Departments to make a difference in the neighborhoods we address.

We recently recognized signs in certain neighborhoods where we have practiced concentration. Appraised values in the Homeownership Zone continue to rise. In the Cold Springs neighborhood we are seeing a renewed interest in purchasing and rehabbing the lovely old Victorian homes off Main Street near the HOME-assisted projects for Artspace (rental units), East Side Housing (rent-to-own) and Bethel Cold Springs and Performing Arts (new housing). With the designation of this area as the Mid-City NRSA, we hope to further develop this area. The New York State Block by Block program will provide for the renovation of

approximated 36 owner-occupied structures and the renovation and resale of 5 properties in the Block by Block target area.



As mentioned earlier in this document, in February of 2010, the Mayor announced that BURA would no longer be contracting with the Buffalo Economic Renaissance Corp. to carry out the City's economic development activities. The City, BURA, and BERC immediately began working together on a dissolution plan.

While work on the dissolution plan is almost complete, below is a report on BURA's efforts to develop a new economic development strategy during the reporting period:

In response to a request for proposal that was issued in the prior year, BURA contracted with the New York Business Development Corporation (NYBDC) to obtain the services of an Economic Development Loan Manager to manage all portions of the City of Buffalo Economic Development Program. NYBDC and BURA developed a loan policy and procedures manual which establishes written policies and procedures for the implementation and operation of the Loan Program. The loan policy details policies and procedures relating to origination, eligibility, processing, loan approval, loan funding, billing, loan servicing and collection staying consistent with the established goals for the Loan Program as follows:

- a) Expand access to capital for small businesses in the City of Buffalo
- b) Promote opportunity for small business with particular emphasis on the underserved minority- and woman-owned businesses
- c) Create and retain jobs

- d) Promote the use of technical assistance providers to enhance success and opportunity
- e) Improve loan portfolio performance
- f) Develop neighborhoods
- g) Limit loan losses to 5% of the loan portfolio
- h) Promote access to on-going technical assistance
- i) Conduct a site visit with each borrower annually
- j) Seek continuous improvement of the Loan Program and the identification of such additional goals and objectives and may be consistent with and effective and meaningful implementation of the Loan program

The loan policy & procedures manual was also reviewed and approved by HUD

Development of New Façade Program

During the program year, BURA staff worked on the development of a new façade program to provide matching grant funds for targeted business corridors located in distressed communities. In order to stabilize and/or revitalize commercial corridors in distressed areas, a very visible public investment must be made to create a level of confidence for existing business and building owners and to encourage private investment to take place. The façade program can accomplish this through funding for the removal and/or replacement of deteriorating awnings and signage, repair and/or replacement of broken doors and/or windows and frames, scraping and painting of building facades and installation of security systems to better secure their businesses. This program can also aid in the creation and retention of jobs for low to moderate income residents in distressed neighborhoods, as well as the expansions of neighborhood businesses. BURA staff is currently working on issuing the request for proposals for this new program.

Development of a Commercial Corridor Improvement Program

During the program year, BURA staff worked on the development of a comprehensive program that will incentivize neighborhood commercial corridors to create business associations. This program will equip neighborhood businesses with the tools to improve the vitality of their business district. The program will provide businesses in low to moderate income neighborhoods with training to improve leadership skills, improve marketing for the commercial corridor and individual businesses, exterior and interior design and improvements, merchandising, market analysis coordinating with surrounding residents, preservation and overall economic

development. The program will be deeply rooted in empowering neighborhood business districts to become successful, self sustainable corridors.

A successful program will increase the number and quality of jobs created, decrease the number of vacant storefronts, encourage private investment and business expansions, encourage constructive community relationships, improve the perception of the business corridor and improve security and attractiveness of distressed neighborhood business corridors.

Neighborhood Commercial Development - Broadway Market

Famed for its ethnic old world shopping atmosphere, the Broadway Market's fresh food merchant base is comprised of family-owned, family-operated butcher shops, poultry stands, fruit/vegetable stands and bakeries. The Market features candy shops, delis, and restaurants. There are also assorted sundry shops and service centers which serve the Broadway-Fillmore neighborhood.

The Market has struggled over the years to find a niche in a time of growing suburbanization, commercial groceries and changing neighborhood demographics. As many Polish-Americans families moved to the suburbs, their place was taken first by African-Americans and most recently by immigrants from Iraq, Somalia, Bosnia, Rwanda, and Vietnam. BURA and OSP staff recognizes the importance of bringing in a variety of vendors to the market to address the needs of the surrounding neighborhood.

BURA staff has been successful in adding five (5) food related businesses into the Broadway Market. During this time frame two new businesses opened including a Halal Meat Market and a take-out restaurant; a seven year market fish vendor expanded his business and opened a second stand that sells meats and poultry. Also, a seasonal vendor has decided to move her production part of the company into the market. She will be producing her product and selling from the market. In addition, a local producer of jams and jellies business has located the distribution portion of the business into the Broadway Market. Finally, during this time frame a restaurant featuring Middle Eastern cuisine is in the planning stages.

BURA OSP staff also provided technical assistance to Market tenants and was involved in implementing strategies that will benefit the businesses located in the Broadway Market. BURA OSP staff also brought in over sixty seasonal vendors for different festivals held in the market. Each of these vendors is a small business in their own right.

The Broadway Market is located in a neighborhood (Broadway-Fillmore) that encounters numerous challenges for food security – high rates of poverty (82% of the individuals living around the market are low-moderate income), substantial number of single-headed families (66.3%) and low

levels of income (\$17,582 compared to \$24,336 city-wide). The obesity rate in the Broadway-Fillmore neighborhood is 43.5 % versus 22.8% for Erie County (2005 WNY Public Health Alliance's Health Risk Assessment).

Contributing to the higher rates of obesity in East Buffalo appears to be accessibility to retail establishments for healthy food shopping according to a University of Buffalo study of the health status of East Buffalo. This study found that 45% of households have no vehicle available to them compared to 31% for the City of Buffalo. Traveling to and from East Buffalo on public transportation to shop at a major food store located outside of the neighborhood typically involves changing buses four times and a travel time of at least one hour and twenty minutes. A consequence of this transportation barrier is infrequent purchasing of fresh and perishable foods.

The Broadway Market is one of the only assets within this community and provides a place for low-moderate income persons residing in the neighborhood to have access to healthy foods and produce.

Empire Zone

The 2010 Business Annual Report was sent to 566 Empire Zone Certified businesses. Twenty Empire Zone companies were assisted with technical assistance.

In addition, twelve small businesses were assisted with City of Buffalo licensing processes, lending options and zoning issues if applicable. Ten larger companies were met with to discuss company needs in terms of work force development, available loan & grants and applicable tax incentives.

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

See comments in the preceding section A.

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

As noted more fully in the Housing Section of this report, we have worked with neighborhood partners, developers and not-for-profit agencies to use HOME and CDBG funds to support and enhance the provision of decent housing and a suitable living environment principally for low and moderate

income persons. We have initiated several new projects that will bring economic viability to local neighborhoods.

The Walden Park Senior Housing project will provide for renovations to 126 apartments for low income seniors at 101 Bakos Blvd in the Schiller Park CCE area at a cost of more than \$12.6 million dollars.

Second Chance Ministries developed a vacant parcel at 363 East Ferry to create six three-bedroom townhomes for low and very low income households.

D. Indicate any activities falling behind schedule.

As detailed more fully in our assessment of the goals for this year's plan (see Part 2 which follows), we saw less than desired results in our CHDO housing program. .

We will also look for additional technical assistance for agencies as well as for staff to assist in meeting the issue of CHDO readiness.

After the 2011-2012 (Yr 37) Annual Action Plan was submitted, final grant allocations were released which resulted in a 16.5% reduction to the City's CDBG grant. This reduction in funding affected our ability to reach some of the goals set for public improvements in the Annual Action Plan.

The Clean & Seal Program and the Economic Development Loan/Grant Program have been put on hold until HUD IG monitoring findings are resolved. This has affected our ability to reach the goals set under the Clearance and Economic Development Assistance categories in the Annual Action Plan.

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

As discussed previously, we are in the seventh year of implementing our targeted housing program. This is a multi-year approach where success will be realized incrementally.

The successfully modified demolition program saw over 328 vacant homes demolished and lots cleared for future use. Green space is replacing eyesores and drug houses, removing some of the deteriorating influences that can adversely affect neighborhood viability. Additional demolitions and housing projects in the NRSA (including the NSP and NYS Block by Block acquisition/rehab/resale programs) are starting to have an effect as we are begin to see more homesteading of city lots and market sales in this area.

Our increased activities in the Good Neighbors Planning Alliance (GNPA) linked City Hall staff with community residents and increased resident participation in identifying neighborhood strengths and developing strategies to address neighborhood ills.

As the attached exhibits illustrate, thousands of children and senior citizens, as well as many homeless and persons with HIV/AIDS have had their lives touched by our grant programs. Whether in education and recreation, or more tangible housing rehab and rental assistance, our federal grant dollars affect people who need our help.

F. Identify indicators that would best describe the results.

For housing programs, we believe that several factors will mark our progress – the increase in the number of low income homeowners, the increase in assessed values and sales values, or even the increase in purchase of homes on the street. A reduction in the number of homes to be demolished also marks our progress and increases the viability of a neighborhood.

The GNPA activities discussed have led to the completion of several neighborhood plans that will be incorporated in the development of strategies for housing and use of grant funds in the future.

On the human service side, we see children whose grades increase because of after school tutoring programs, or senior citizens whose health improve and who feel less isolated due to our subrecipients' nutrition, transportation and recreation programs.

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

Limited dollars inhibit our ability to complete our goals. To achieve results, we are targeting dollars not only on an area basis, but even down to a street-by-street basis so that visible results are obtained.

There is also a divergence of efforts between city, foundations, banks and others, which need to be focused on similar aims and objectives. In the everyday efforts of management and staff, we seek collaborations, common goals and united efforts.

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

As discussed more fully in Section D above, delays in developing community partners have slowed the results we hoped for in our housing programs. We believe that this problem has been addressed although we will continue to make systematic changes as the needs arise.

Our overriding housing goal of rebuilding neighborhoods with safe, decent housing is a long-term goal that requires efforts on a long-term basis. We continue in these efforts and look for new strategies and sources of funds to further this goal.

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

We continue to search for other resources and ways to leverage grant dollars with private funds to enhance our abilities to do more.

We also look for more ways to provide technical assistance to our subrecipients to enhance their abilities to utilize limited dollars in a more efficient manner.

Lead-Based Paint

BURA conducted interim controls measures for lead-based paint hazards as part of the HOME funded Housing Improvement Program (HIP). The program provided “lead safe” housing for low and very low income housing residing in single and multi-family structures located in selected neighborhoods in the City of Buffalo. This program was coupled, when eligible, with available New York State Affordable Housing Corporation (AHC) dollars

BURA continued its commitment to integrate lead hazard control policy, when applicable, into all of the revitalization projects. Examples include the HOME funded CHDO acquisition/rehab/resale activity and our HOME funded Multi-Family Rental projects. These projects comply with lead hazard evaluation, reduction and clearance standards before the projects are made available for income eligible candidates for homeownership or rental opportunities.

Over the course of May 1, 2011 – April 30, 2012, through the Office of Strategic Planning and its partners, we have completed the following activities:

- Nine structures awarded funds from the HIP/ACH program received lead clearances.
- Two multi-family HOME assisted rental projects, with 95 units, received lead clearance.
- One HOME mixed-use project, with ten units, received lead clearance.
- Risk assessments were conducted on 9 properties currently enrolled in the Neighborhood Stabilization Program.

Buffalo Green & Healthy Homes Initiative

BURA has transitioned from our HUD funded Lead Program to a more integrated approach to healthy living, namely the Buffalo Green and Healthy Homes Initiative (GHHI). The City of Buffalo was selected as one of thirteen designated sites and the Community Foundation of Greater Buffalo serves as the lead agency. Through a number of public-private partnerships, a comprehensive approach has been developed to offer integrated health, safety, lead hazard reduction, energy efficiency, and weatherization interventions in low to moderate income homes. The ultimate goal of the focus will be for all families and children to live in homes that are healthy, safe, energy-efficient and sustainable.

Partner agencies, including the City of Buffalo Housing Organizations, have begun to participate in the GHHI Production Collaborative. The working group will meet to facilitate cross referrals among the GHHI partners and identify funding resources to address the needs of the individual homes. Other partner agencies include Belmont Housing Resources, the Erie County Department of Health and New Buffalo Impact. Various funding sources have been identified

for this program including an award of funds from the Attorney General, HUD Lead Funds available through Erie County, NYSERDA, and NYS Weatherization funds.

A Green Jobs Training Program has been developed to provide training and work with the Erie County SNAP Program. Trainees will learn effective lead safe work practices, worker production and safety method while addressing some of the lead hazard control needs of the residents of the City of Buffalo. The project is funded by the Erie County Department of Health and the Community Foundation of Greater Buffalo and is administered by one of BURA's funded community based organization, the Lt. Col. Matt Urban Center.

PART TWO

HOUSING ACTIVITIES

Housing Needs

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

During the past year, OSP continued a variety of programs that support and maintain affordable housing while working with our CHDO and Community Based partners to assist us in meeting those goals. Further details regarding specific actions, programs and projects are found in the **HOME / American Dream Downpayment Initiative (ADDI)** narrative section.

We continue to work with our CBOs to focus **owner occupied rehab** in targeted areas. Although the areas are small in size, we continue to believe that concentrating our dollars in small targeted areas will ultimately lead to a greater success in revitalizing our neighborhoods. We have evaluated requests from our CBO partners for the designation of new focus streets and are determining the resources that will be available in the coming year to assist in this targeted effort. Belmont Housing Resources for WNY Corp. acts as the rehab program service delivery agent. A total of 244 owners were assisted during the program year.

Neighborhood **CHDO acquisition/rehab/resale** projects are under construction or nearing completion. Approved CHDOs are asked to identify sites that support their area revitalization strategies or resolve a problem caused by a single deteriorating property in an otherwise stable neighborhood. Applications for eligible neighborhood projects are accepted on a “rolling” basis, and are generally be limited to acquisition, rehabilitation and resale of existing housing.

The impact of both targeting our efforts in strategic areas and further concentrating certain actions such as rehab loans in smaller areas within the targeted areas has had a positive result, but limited funds and staffing changes caused progress to be slow in the reporting period. .

BURA has worked with True Community Development Corporation in the **development of new single family homes** for low and moderate income first time homebuyers. True CDC developed three new single family affordable housing units on Woodlawn near Kehr.

Financial support was also granted for rehabilitation or creation of 130 affordable rental units of rental housing under the Walden Park and Second Chance Ministries 363 East Ferry projects.

Specific Housing Objectives

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

Goal One - Develop and apply market and neighborhood sensitive housing rehabilitation strategies for both rental and owner occupied housing.

Objectives –

- a) Provide **housing rehab assistance** to **40** single and multi-family owner occupied structures to assist homeowners in keeping their properties in compliance with code and free from lead based paint hazards (HOME)

Results: Rehab assistance, funded through the HOME program, was provided to rehabilitate **3 owner occupied structures** representing **3 units**. A total of **\$133,310** was allocated to these properties. NOTE – The Targeted Streets Owner Occupied Rehab Program was suspended to allow for program modifications, and staff changes, but is expected to be fully operational in the coming year

- b) Continue our **emergency repairs program** to assist **142** homeowners in addressing needed emergency repairs to major systems (roof system, furnace, water or sewer line, hot water tank, electrical panel, or water meter) (CDBG). An additional 50 units are expected to be completed with the use of Recovery Act 2009 funds (CDBG-R) for property within the Mid-City NRSA and other designated focus areas.

Results:

Emergency assistance funded through the CDBG and CDBG-R programs was provided to maintain **76 structures** representing **104 units**. A total of **56** owners were assisted through the standard Emergency program and **20** owners received funding through CDBG-R. Eligible repair categories include broken water or sewer lines, non-functioning furnace or hot water tank, hazardous electrical panel, or roof system leaks. A total of \$670,845 in CDBG funds supplemented by \$205,979 in CDBG-R funds was allocated to these properties at an average cost of \$11,099 per structure.

OSP Owner Occupied Housing Programs

Under the Owner Occupied Housing Rehabilitation Assistance Program, OSP closed loans for **107 owner-occupied and rental housing units** in the program year. These units represent **79** properties (**51** single-family and **28** two-family homes) with a total of **28** affordable rental units. The owner-occupants and tenants of these properties fall into the categories indicated in the following table:

Owner Characteristics

Income Level	Rehab Loans/ Assistance	Emergency Assistance	CDBG/R Stimulus Program	Total Owner Occupied Units
0 - 30% of median	0	17	4	21
30 - 50% of median	2	24	13	39
50 - 80% of median	1	15	3	19
Total all categories	3	56	20	79

Tenant Characteristics

Income Level	Rehab Loans/ Assistance	Emergency Assistance	CDBG/R Stimulus Program	Total Tenant Units
0 - 30% of median	0	0	0	0
30 - 50% of median	0	9	1	10
50 - 80% of median	0	1	1	2
Vacant units	0	15	1	16
Total all categories	0	25	3	28

In general, only CDBG funds are used for the emergency program, and HOME funds are used for the rehab program.

- c) Provide assistance for weatherization related improvements to **36** owner occupied residences.

Results: The Weatherization Program was launched during the summer of 2011. Results achieved for the Weatherization Program under this Goal will be reported as part of the 2012 CAPER. A total of **23** applications are under review.

Goal Two - Remove the blighting influence of dilapidated residential structures from the housing inventory

Objectives –

- a) Demolish 140 distressed single family or multi-family housing units with the initial focus on abandoned and dilapidated structures. City bond funds and General funds, as well as NYS grant funds have also been committed to provide funding for as many as 1,000 demolitions per year. Neighborhood

Stabilization Program (NSP) funding will also be used to demolish **17** deteriorated, vacant units.

- b) Coordinate demolitions and code enforcement with our HOME CHDO partners so that area improvements are seen in specific neighborhoods where housing activities are happening.

Results:

\$3,911,841.24 was disbursed for 191 properties that were demolished and for properties requiring environmental work - asbestos surveys & sampling as well as air sampling & monitoring.

Also during the program year, the city expended \$2,686,022.00 in Capital Bond Funds to do 112 demolitions/asbestos removals. Also, there were 25 demolitions/asbestos removals (\$500,000.00) with General Fund money. These demolitions address blight on a street-by-street basis and assist in improving neighborhoods throughout the city.

The Clean & Seal Program was instrumental in removing blight and keeping the city's neighborhoods safe. The Clean & Seal team completed a total of 1002 board-ups during the period. No CDBG funds were expended on this program during the period.

Goal Three - Develop new affordable housing in priority areas and develop new market rate housing for owner and renter households – see also GOAL ONE

The Office of Strategic Planning has established the Livable Communities Program to focus the available financial resources in designated areas, including our neighborhood Target Areas, and the Mid-City NRSA.

- a) Work with private developers to create **20** new affordable rental units

Results: BURA provided more than two million dollars in HOME funding for two major affordable rental housing projects during the reporting year to support a total of **130** affordable rental units, of which **51** are designated as HOME-assisted

units. The HOME funds leveraged



Walden Park Senior Housing – 101 Bakos Blvd.

approximately twelve million dollars from a variety of sources to ensure the continuing availability of affordable rental units.

The **Walden Park Senior Housing** project will provide for renovations to 114 one-bedroom and 12 two bedroom apartments for low income seniors at 101 Bakos Blvd in the Schiller Park CCE area. The project will use \$650,000.00 in HOME funds provided by the City of Buffalo Urban Renewal Agency, in addition to \$4,950,000 in bond financing provided by through the Buffalo Municipal Housing Authority, \$3,430,000 from the U.S. Department of Housing and Urban Development Replacement Housing Factor Program, \$2,990,000 in Low Income Housing Tax Credit equity funding , \$277,667 from property revenues and \$304,165 in deferred developer fees, for a proposed total project cost of more than \$12,6 million dollars.

Second Chance Ministries is developing a vacant parcel at **363 East Ferry** to create six three-bedroom townhomes for low and very low income households. An allocation of **\$1,392,090** in HOME funds is supporting this project with full occupancy expected by July 1, 2012.

- b) Work with our development partners to create new single family homes for sale to low and moderate income households.

While BURA focused on supporting the creation of new affordable rental units, the construction of new single family homes has slowed in response to market factors. **One single family unit closed during the reporting period as noted below.**



True CDC Woodlawn New Housing Project

In 2010, Bethel Community Development Corporation CHDO completed construction of five (5) new single family units within the Cold Springs neighborhood in the Mid-City NRSA under the Performing Arts New Housing Program. **The fifth and final unit closed during the reporting period as noted above.**

As reported as part of the 2010-2011, CAPER, True CDC was allocated a total of **\$724,839** in HOME funds to construct three new single family homes for sale to low/moderate income buyers as part of the Woodlawn Homes New Housing Project. Two

units have been sold and closings are pending. Marketing for the final unit is ongoing.

Goal Four - Encourage new homeowners for existing residential buildings pursuant to the Livable Communities Initiatives’ “Revitalize” and “Reinforce” neighborhoods.

Objectives –

- a) Provide financial assistance to approved Community Housing Development Organizations (CHDOs) to create to **6** fully renovated, lead safe homes for sale to new low and moderate income homebuyers.

Results: Progress in meeting the goal of providing affordable housing purchase opportunities through the CHDO rehab program proceeded slowly during the reporting period. HomeFront completed construction of the three units remaining in the 19th Street Project on the city’s West Side and two units are under contract. A total of **\$175,240** was allocated to these properties (report in 2010-2011 CAPER). It is expected that all three units will close within the next twelve months.

The most recent acquisition/rehab/resale project at 82 Wakefield in the Fillmore-Leroy (FLARE) area will be completed before the end of 2012. Marketing efforts are underway for this unit. FLARE also sold and closed on one unit at 54 Victoria that was fully renovated using CHDO proceeds from prior CHDO project sales.

- b) Provide downpayment and closing cost assistance for up to 20 households (CDBG)

Results: Closing Cost assistance was provided to **thirty-two (32)** homebuyers who purchased single family homes in various locations throughout the City. All buyers are required to attend first time homebuyer classes to prepare for homeownership and all properties acquired must be generally code compliant and lead safe. An additional six applications are in process. A total of \$136,724 averaging \$4,272 for each homebuyer was disbursed to assist these new homebuyers.

Owner Characteristics

Income Level	DPCC	CHDO ACQUISITION REHAB RESALE	NEW HOUSING	Total Beneficiaries
0 - 30% of median	3	1*		3
30 - 50% of median	6			5
50 - 80% of median	23		1	23
Total all categories	32	1*	1	31

* Note – property developed with CHDO Proceeds

Performing Arts -last unit closed

Goal Five - Support the rebuilt/reorganized assisted and affordable service delivery system

Objectives –

- a) Continue to work with the designated rehab program administrator and the network of affiliated community based organizations to ensure the effective delivery of affordable housing services within the City of Buffalo.

CBO Contractor Work Plans

The primary responsibilities of the CBO network included:

- The coordination of the rehabilitation loan program including the marketing and conducting outreach for the programs on a regular basis to help identify low mod limited clientele to participate in the programs.
- Conduct outreach to ensure that the under-served population of minorities, the elderly and the single parent households benefit from the programs.
- The coordination of the Home Buyer Assistance (Down Payment and Closing Costs) Program.
- The research of a target/focus area (residential streets) to be identified for possible code enforcement by the City of Buffalo Housing Inspector in conjunction with the owner occupied rehab program.
- The documentation of the assistance and guidance provided to residents, The CBO were to promote access to Fair Housing, Legal and Human Service agencies for those residents that may require assistance dealing with predatory lending, foreclosure, insurance, adequate housing for disabled individuals and credit issues.
- The promotion of affordable homeownership opportunities by conducting or referring clients to not for profits offering education, counseling and financial assistance classes and programs.
- The attendance at all mandated community meetings, public hearings or CBO network meetings sponsored by BURA or hosted by the Office of Strategic Planning.
- Strengthen community ties by sponsoring or co-sponsoring a number of housing, block club or neighborhood events.
- Participate in any city-sponsored neighborhood events such as the Clean Sweeps or neighborhood tours.
- Research, identify and apply for other private and public funds to help leverage or augment current resources.

Over the course of May 1, 2011 – April 30, 2012, through the Office of Strategic Planning and its partners, we have completed the following activities:

Rehab Assistance: The rehab program was limited to applications for the emergency repair program (roof replacement or a property with a critical emergency condition). The groups were notified of a moratorium on the submission of new applications for the Target Streets and the 50/50 Programs. However, exceptions were made for applications to be matched with funds awarded under the New York State Affordable Housing Corporation (AHC) program. The six agencies submitted a total of 155 applications to Belmont Shelter Corporation, the loan administrator, for consideration for the program.

Program	Applications
Emergency	24
Emergency – Roof	126
AHC Match	1
Block-By-Block Loan	4
Total	155
Apps rejected or withdrawn	-13
Total	142

Home Buyer Assistance (Down Payment and Closing Costs) Program. The CBOs received payment for a total of 22 applications submitted to OSP for review and approval.

Identification of Target/Focus Area: Each CBO researched and identified street(s) to be considered for inclusion in the rehab loan program, neighborhood clean-ups and the identification of problem properties. The research and selection of the focus area allowed the CBO, assigned to one or more districts, the opportunity to get out, visit the community, and become more familiar with the neighboring districts. The selection of the area, once approved will allow the agency to direct limited funds and attention to one particular area. The groups were also encouraged to identify problem properties, meet with block clubs and to encourage residents to get involved in their neighborhood/community. The critical issues to be considered when selecting streets included blocks/streets located around priority sites such as new development or neighborhood schools; areas where HOME dollars are being invested through CHDO projects; and streets where other dollars (AHC, NeighborWorks®, private) have been identified to match existing program funds. Each CBO, prior to the submission of the proposal, was to meet with the City of Buffalo Planning Department to discuss the selection of streets. Community Planners, in turn, were to offer input regarding City of Buffalo initiatives and any other items that may support the selection of the streets. Nine proposals, covering thirteen streets, were submitted for review and approval by the planning department.

Research Problem Properties: The CBOs identified and research 306 problem properties. The background information compiled for each property helped to

identify the owner, the status of the property and the next steps to be taken by the CBO and/or housing court.

Websites: The CBOs were responsible to continue to update the content of the site, periodically, to include up-to-date information regarding neighborhood news, program products and other services. The groups were encouraged to expand their site to include information regarding the general history of the agency, board of directors, annual reports, press releases, newsletters, testimonials and feedback. A few of the groups also used social networking service/website to communicate with area residents and kept them informed regarding upcoming meetings, events and programs. These sites also allowed residents who may not know each other to communicate about issues or neighborhood concerns.

CBO	Updated Web Site
Ellicott District CD	http://edcd.org
Fillmore Leroy Area Residents	http://flarebuffalo.org
Lt. Col. Matt Urban	http://urbanctr.org
Old First Ward	http://old1stward.com
University District CD	http://udcda.org
West Side NHS	http://www.wsnhs.org

Resource Directories: The CBOs were responsible to update the current resource directory published for their assigned council district. This year the agency was provided a checklist for items that were to be included in the document. A special emphasis was placed on updating information pertaining to Homeless Prevention Services, government Web sites, and the 311 Call Center. The directory assists staff with making cross referrals to other agencies for available programs and services. Copies are made available to area block clubs, youth/senior centers and civic organizations.

CBO Community Outreach/Participation: The CBOs have noted 2,766 referrals for access to fair housing, legal or human service services and programs. 1,161 callers were referred to various agencies for home buyer education or down payment and closing costs assistance. The CBO staff have attended or sponsored 116 community events such as financial workshops, mortgage check-up seminars and neighborhood clean-ups. Staff has also attended 813 meetings held in concert with block clubs, Good Neighbors' Planning Alliances, business and taxpayers associations, banks, other not-for-profits and neighborhood colleges. Additionally, all of the groups have maintained an inventory of block clubs and organizations so that they can market and promote programs and services to the residents of the area.

Research, Identification and Application for Private and Public Funds: All of the agencies continue to research and submit applications for additional funds to help leverage or augment current resources. Potential funding sources included

the New York State (Affordable Housing Corporation, Weatherization, Homeless Housing), NeighborWorks®, Federal Home Loan Bank, Community Foundation of Greater Buffalo, Junior League, Home Depot, Lowes and area banks. Groups were encouraged to share resources/staff and to conduct outreach to local colleges to identify and work with interns.

Partnerships & Linkages: The CBO housing groups continued to foster partnerships and linkages with various public and private organizations. Some have more formal relationships defined by an official memorandum of agreement/understanding while other groups meet to discuss ways they can collaborate on programs and/or shared staff.

Goal Six - Remove lead based paint hazards

- a) Provide housing rehab assistance to **40** single and multi-family owner occupied structures to assist homeowners in keeping their properties in compliance with code and free from lead based paint hazards – **These Results also noted under Goal One).**

Results: Rehab assistance, funded through the HOME program, was provided to rehabilitate **3 owner occupied structures** representing **3 units**. A total of **\$133,310** was allocated to these properties. **Interim Control measures** to alleviate lead hazards were utilized for this program.

- b) Work with private developers to create **20** new affordable rental units (**These Results also noted under Goal Three).**

Results: BURA provided more than two million dollars in HOME funding for two major affordable rental housing projects during the reporting year to support a total of **130** affordable rental units, of which **51** are designated as HOME-assisted units. Because both projects were constructed after 1978, both are exempt from Lead Based Paint Hazard Reduction requirements.

- c) Provide financial assistance to approved Community Housing Development Organizations (CHDOs) to create to **6** fully renovated, lead safe homes for sale to new low and moderate income homebuyers. (**These Results also noted under Goal Four).**

Results: The remaining three units of the Nineteenth Street Project on the West Side t and the most recent acquisition/rehab/resale project at 82 Wakefield in the Fillmore-Leroy area will be completed before the end of 2012. These projects require that **lead abatement activities** be undertaken as part of the renovations.

Goal Seven – Support housing efforts in the NRSA –

Objective

- a) Continue our owner occupied rehab program to assist **36** homeowners in addressing required code related repairs and lead remediation through the New York State Affordable Housing Corporation Block by Block Program for properties located within the boundaries of the Mid-City NRSA.

Results: The City did not meet this goal but is actively working to ensure the success of this initiative, however all administrative requirements of the AHC program have been met. All funding has been finalized and program marketing is proceeding with enthusiasm. Five applications have been accepted and environmental clearances are in process.

- b) Provide financial assistance for emergency repairs to owner occupied homes for roof or furnace replacement using Recovery Act 2009 (Stimulus Program) funds as described in Goal One.

Results: Emergency assistance funded through the CDBG-R (Recovery Act) programs was provided to maintain **9 structures** within the NRSA. Eligible repair categories include non-functioning furnace or roof system leaks. **Previously incorporated under the figures reported under Goal 1b.**

- c) Provide for the renovation and resale of **13** structures to low income first time home buyers using funds provided through the federal Neighborhood Stabilization and New York State Affordable Housing Corporation Block by Block Programs.

Results: The City did not meet this goal but is actively working to ensure the success of this initiative in the near future. All funding has been finalized and **eight (8)** structures will be renovated and sold through the federal Neighborhood Stabilization Program (NSP) before the end of 2012. In addition, the City has identified **five (5)** properties to be renovated and resold through the NYS Block by Block initiative. Specifications for work under four NSP homes have been completed and bids have been received. Construction will begin in the summer of 2012.

2. Progress in Providing Affordable Housing that Meets the Section 215 Definition of Affordable Housing for Renters and Owners –

In order to qualify as affordable housing according to Section 215, housing must meet specific affordability requirements both in the rents charged, or the purchase price and income level of the tenant, homeowner, or home buyer. BURA requires that properties assisted under the HOME program maintain rents that comply with the HOME program rent limits (including utilities), and that units assisted be occupied by tenants who qualify as low income. During the program year, these standards were enforced in the owner occupied housing rehab program, the HOME assisted rental program, and the new housing construction program. During the year, existing assisted projects were monitored to ensure compliance with

affordability standards. Figures regarding the number of assisted households that meet the Section 215 standards are provided below in each program section.

3. Describe efforts to address “Worst-Case” housing needs and housing needs of persons with disabilities –

The Owner Occupied Housing Rehabilitation Assistance Program addresses “worst-case” housing needs through the Emergency Assistance Program, including federal CDBG-R Recovery Act funding. These programs provide for repairs to systems that may affect the health or welfare of the homeowner. Processing of these loans is handled on a priority basis in keeping with the severity of the problem. In 2011-2012, assistance was provided to 76 owner occupied properties featuring an additional 28 rental units. Eligible repair categories include broken water or sewer lines, non-functioning furnace or hot water tank, hazardous electrical panel, or roof system leaks.

Public Housing Strategy

In addition to owner occupied single-family rehabilitation (1-4 units) and homeownership initiatives, BURA provides funds through the HOME Special Initiatives program to ensure the availability of affordable rental housing. The Office of Strategic Planning will continue to coordinate its efforts with those of the Buffalo Municipal Housing Authority (BMHA), the City's public Housing agency, to improve Buffalo's public housing strategy.

A. D. Price Development

Phase II – The construction of the 94 public housing units mid-rise building has been completed. The units are 100% occupied and are eligible for public housing operating subsidy. Total development cost is \$14.4 million. The sources are; \$9.1 million in private tax credit equity, \$2.4 million in replacement housing factor funds, \$2.2 million from New York State Housing Trust Fund and \$200,000 in New York State Energy Research and Development Agency (NYSERDA).

Phase III –The Buffalo Municipal Housing Authority continues to work with neighborhood stakeholders to prepare an acceptable alternative to total demolition.

The Buffalo Municipal Housing Authority continues to work with the City of Buffalo to identify suitable lots to replace all public housing units previously at AD Price.

Kensington Heights Development

Over the past year, BMHA has been working to abate the towers of asbestos and demolish said towers. With several delays, the Authority is currently under contract to abate and demolish 2 towers on the project site. The demolition and abatement estimated to cost is \$10 million.

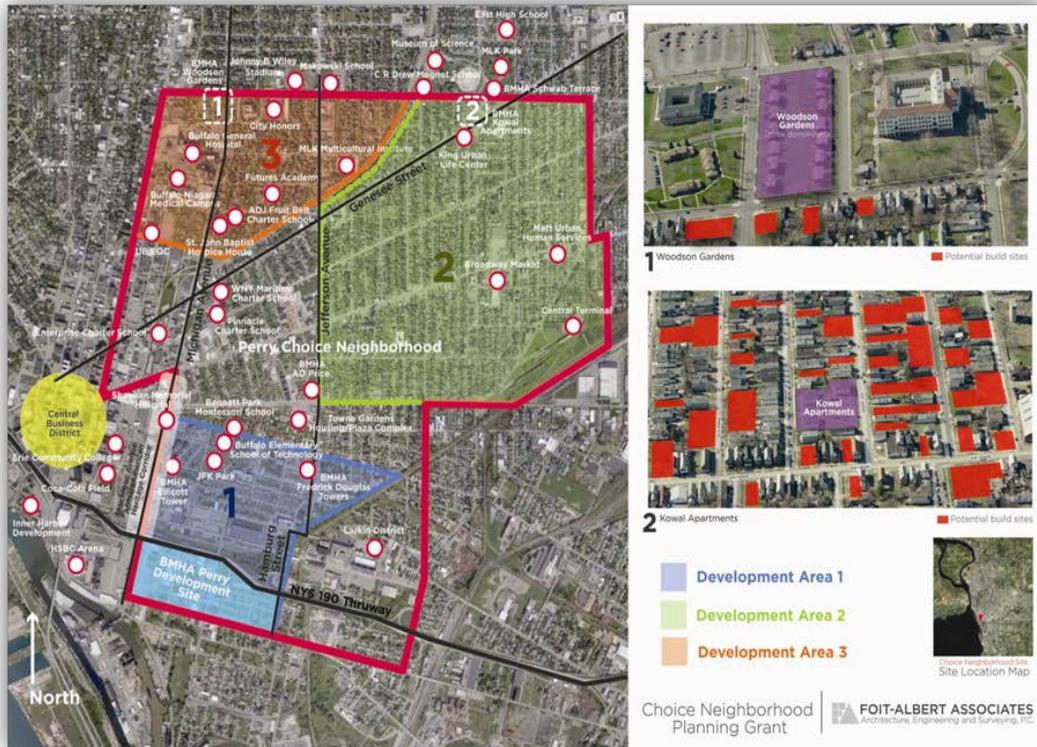
Woodson Gardens Development

Woodson Gardens is completely vacant. In terms of planning for the replacement of units, Woodson Gardens is one of three BMHA developments affected by the Choice Neighborhood Planning Initiative. Upon completion of the Planning Initiative, BMHA will have a transformation plan which will address the Woodson Gardens Development.

Choice Neighborhood Planning Initiative

The BMHA Perry Choice Neighborhood (PCN) Initiative is one of the 17 chosen recipients of a Planning Grant funded through the Department of Housing and Urban Development's (HUD) new Choice Neighborhood Initiative. BMHA received a two-year \$250,000 grant for the development of a plan to transform the Commodore Perry,

Woodson Gardens and Kowal Apartment neighborhoods into vibrant, sustainable communities linked to quality public schools and jobs and opportunities.



Wallace Roberts and Todd along with the local firm of Foit Albert Associates have been designated as the design team for this project. Extensive resident and community input has been solicited through community meetings and walking tours. In addition, a planning and information center was opened in February of 2012 to which residents of BMHA and neighbors can receive information regarding Commodore Perry, status of planning activities and view historical documentation of the proposed development site. A large component of the Transformation Plan is the development of commercial development. With the assistance of a grant from the Seneca Nation Buffalo Creek Community Development Fund, a study will be conducted to develop a plan for a new business district and neighborhood commercial development along South Park Ave.

Walden Park Senior Complex

In December of 2011, Buffalo Municipal Housing Authority added 160 housing units to its inventory. Walden Park Senior Complex is located at 101 Bakos Boulevard on the east side of the City of Buffalo. It contains 126 affordable housing units of which 34 are federal public housing units. Said property is under the management of Maryvale Management Corp. It was refinanced utilizing; Replacement Housing Funds from the U.S. Department of Housing & Urban Development, City of Buffalo HOME funds, private equity and tax exempt bonds issued by the Buffalo Municipal Housing Authority. The total development cost to refinance the property is \$12.6 million.

Barriers to Affordable Housing

During the year, we maintained our efforts to remove barriers to affordable housing for our citizens.

- We encouraged homebuyers to seek quality homebuyer training to help new low-income individuals and families become more prepared for purchasing a home.
- We funded the Homefront, Inc. and the Buffalo Urban League to conduct anti-predatory lending, foreclosure prevention and financial counseling activities.
- We utilized our anti-predatory lending policy in all program areas, including loan servicing (subordinations) that will restrict the type of loans that lenders may utilize in connection with City of Buffalo sponsored home purchase and refinance projects.
- Prepared to re-open the BMHA Housing Choice Voucher Program Wait list.
- Encouraged homeownership through the Housing Choice Voucher Program and the Choice Neighborhood Initiative.
- Continued to look for funding to help residents of BMHA become self sufficient.

HOME/American Dream Down Payment Initiative (ADDI)

The HOME Investment Partnerships Program supports the expansion of the supply of decent, safe, sanitary and affordable housing for very low and low-income families. BURA and the City of Buffalo Office of Strategic Planning (OSP) sponsor a variety of financial assistance programs for the rehabilitation and development of affordable housing as identified within this report in support of these goals. Funds are made available to low and moderate income; very low income, and extremely low-income owners and purchasers. Both CDBG and HOME funds support these programs.

The City of Buffalo was designated an eligible jurisdiction for participation in the federal HOME Investment Partnerships Program in 1992. HOME funds are be used for a variety of housing activities according to local housing needs. BURA and the City provided funding for the following programs utilizing HOME funds during the report year

- Rehabilitation assistance for owner occupants and renter occupied housing units;
- New construction and purchase price reduction assistance for purchasers of new housing.
- Development of affordable housing opportunities for low and moderate income homebuyers and renters through Community Housing Development Organizations (CHDOs) and partnerships with private developers.

The American Dream Down Payment Initiative is no longer funded by HUD.

1. **Assessment of Relationship of HOME funds to Goals and Objectives –**

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

See SPECIFIC HOUSING OBJECTIVES (above)

2. **HOME Match Requirements –**

The City of Buffalo has been designated as a Fiscally Distressed Area and has no match requirements in the administration of the HOME Program.

3. **HOME MBE and WBE Report - see HUD Form 40107**

Owner Occupied Rehabilitation Loan Program – Under this program (funded with HOME, CDBG and CDBG-R funds), nineteen percent (19%) (15 of 79) of the contracts awarded through the Owner Occupied Housing Rehab Program were provided to minority and women owned businesses. The aggregate value of the contracts to these firms totaled \$185,419 or approximately twenty-one percent (21%) of the funds awarded for owner occupied rehabilitation projects.

4. **Assessments**

A. **Results of On-Site Inspections of HOME Multi-Family Rental Rehab**

Rental Housing Project Compliance Report:

All projects that have been developed or constructed using HOME funds are subject to specific rules designed to ensure that they remain affordable to income eligible households throughout their affordability period. In order to assist the monitoring staff with their review, each HOME project is required to complete a rental housing project compliance report. The information provided with this report includes the updated project management's contact information, the rental housing annual report, the year-end rent rolls, and documentation supporting the project's affirmative marketing outreach for the past year. Additional information requested included a unit vacancy report, the rent and utility allowance schedule and proof of insurance coverage.

On-Site Inspections:

In order to verify compliance with program regulations governing record keeping and property standards, an on-site visit is scheduled according to the total number of units in each HOME-assisted project. Scheduled site visits were planned and conducted at twenty-four sites. Prior to each visit, a desk review for each project was conducted and the site manager was contacted via a phone call or electronic mail to arrange a date for the visit. In the past an attempt to maintain a uniform schedule was made and all visits were scheduled at the start of the week. This year, the managers were offered a more flexible schedule due to the fact that, often times, multiple projects under one management company tend to share staff.

Once a date was selected, and a City of Buffalo Inspector was assigned to the project, a pre-monitoring confirmation letter was sent to the owner/management company. The letter was provided at least one month prior to the scheduled visit and included a checklist of items to be reviewed during the visit (tenant files including application, initial income verification, subsequent income verification documents, lease and yearly inspection forms). The confirmation letter also allowed the property manager to provide ample notice, to each tenant, of the inspection process.

The site team (monitors and inspector) conducted a review of 20% of the Home-assisted units with a minimum of five files/units. The team reviewed and tested the files for: tenant selection, evidence of affirmative marketing, leases and project rules, tenant file maintenance, income certifications, rent limits, lead based paint, proof of paid city obligations (taxes, water/sewer) and audited financials. At the conclusion of the monitoring visit, the team discussed the preliminary results of the monitoring visits and provided an opportunity for the site owner and/or manager to report steps they may already have been taken to address areas of non-compliance or non-performance. The inspector also provided a brief review of his report.

2011-2012 On-Site Monitoring Schedule:

Property Address	Project Name/Owner	On-site Visit
384 Broadway	HELP Buffalo	June 8, 2011
1201 Broadway	Francis John Apartments	June 13, 2011
1406 Main Street	WNY Vets-Housing Coalition – Firehouse	June 15, 2011
158 Chenango	St. John Bosco	June 22, 2011
245 East Eagle	Shiloh Senior Housing	June 29, 2011
251 Virginia Street	Hispanics United of Buffalo (HUB)	August 3, 2011
333 Trenton	La Casa De Los Tainos	August 10, 2011
67 Vincennes	Buffalo River Apartments	August 17, 2011
413 East Delavan Avenue	Women for Human Rights and Dignity	August 24, 2011
395 Tonawanda Street	Austin Manor	September 14, 2011
1749 South Park	South Park Supportive Living	September 20,

		2011
2169 Seneca Street	Seneca Cazenovia Senior Housing	September 21, 2011
1180 Hertel Avenue	Ivy Rose Apartments	October 6, 2011
515 Clinton	Frederick Douglass I	October 12, 2011
266 Oak Street	Oak Street School	October 19, 2011
515 Clinton	Frederick Douglass II	October 26, 2011
525 Clinton	Frederick Douglass III	November 16, 2011
424 Swan Street	Ellicott Homes	November 22, 2011
1219 Main Street	Artspace Buffalo	November 30, 2011
150 East North	Cornerstone Manor	December 7, 2011
1325 Main Street	Packard Building	December 14, 2011
Various sites	Belmont East Side - New Opportunities	January 11, 2012
233 East Eagle Street / 214 South Division	Ellicott Mall Partnership - Towers 4 and 7	April 5, 2012
2671 Main Street	Amherst Station	April 23, 2012

Project Reports:

After a final review of the test papers and sample documents, a written monitoring report was sent to the owner/management. If the property appeared to be in full compliance, this was noted in the report, and then the file was closed. If concerns and/or findings were cited, a written response from the owner/manager was due to be submitted to the Office of Strategic Planning within thirty days of the date of the monitoring report. Other times, once the corrective actions were completed and verified, the monitoring staff sent a clearance letter to the owner/manager stating that the findings and/or concerns were closed (monitoring file was then closed and filed). If the items were not fully addressed, then follow-up actions were taken by the lead team member. If the owner/project management was still unable to demonstrate compliance, corrective actions such as meeting with the site manager, offering additional technical assistance (such as written guidance) was taken by OSP staff.

Results:

The monitoring team visited twenty-four multi-family HOME-assisted projects during the CAPER period of May 1, 2011 through April 30, 2012. Listed below is the current status of the project files:

- Four projects were found to be in full compliance (no findings and/or

- concerns noted by the monitoring team) and the files were closed.
- Eleven projects were cited for various issues such as property maintenance, lack of evidence of marketing the units, issues with occupancy reports or file maintenance. The cited issues were addressed and the files were subsequently closed.
- Thirteen projects have open findings and/or concerns and the team continues to work with management to address the issues and clear the findings.

B. HOME jurisdiction's affirmative marketing actions.

Our partner community based organizations distributed literature and make personal contacts to owners in targeted areas to encourage application to our housing rehab programs. The CBOs routinely provide information about the city-wide matching funds rehab program and emergency assistance. Belmont Shelter Corporation, administrator of BURA's rehab program, also distributes literature regarding BURA's programs for homeowners and homebuyers. Information regarding all BURA programs is posted on the City's web site at www.city-buffalo.com and information is also posted on the Public Access Channel.

CHDOs place advertisements in local publications, following affirmative marketing plans approved by OSP.

BURA & OSP monitoring staff continued to ensure compliance with affirmative marketing standards by rental property managers. As part of our ongoing monitoring plan, we requested and reviewed copies of affirmative marketing Plans for rental projects in our inventory, as well as written evidence of compliance with the Plan, such as advertisements and outreach budgets and invoices. Our interviews with project managers placed a strong emphasis on compliance with HOME Affirmative Marketing requirements.

C. Describe outreach to minority and women owned businesses

As part of the contracting of HOME funds to CHDOS and not-for profit and private developers, we encourage funded entities to utilize minority and women owned businesses.

BURA conducts contractor outreach to introduce Certified MBE and WBE firms to BURA and City of Buffalo opportunities. During the program year 19 MBE and 23 WBE's received certification.

As part of the contracting of HOME funds to CHDOS and not-for profit and private developers, we encourage funded entities to utilize minority and women owned

businesses. BURA conducts contractor outreach to introduce Certified MBE and WBE firms to BURA and City of Buffalo opportunities. We participate in educational opportunities throughout the community through seminars and training sessions, to share BURA's MWBE program with interested businesses and organizations. We also work to ensure that upcoming bid opportunities are advertised in minority focused media outlets.

Additionally, we participate in trade shows with business organizations of interest to MWBE firms, majority contractors and small businesses, and provide information to the general public about the MWBE Program. We partner with minority focused and small business organizations that support MWBE and small business inclusion, like the Small Business Development Center at Buffalo State College, the Women's Business Center at Canisius College, Empire State Development Corporation, and the WNY Black Chamber of Commerce to provide services and pertinent information to minority and women owned businesses for growth and development.

PART THREE

HOMELESS ACTIVITIES

Homeless Needs

1. Actions Taken to Address Homeless Needs

As part of the efforts to meet underserved needs described in the Year 37 Annual Action Plan, BURA of Buffalo continues to work with the Homeless Alliance of WNY to ensure that the needs of homeless persons and families, those at risk of homelessness, and persons with HIV/AIDS are addressed. In keeping with this cooperative approach, BURA has adopted the Erie County Continuum of Care, which was developed in collaboration with local agencies involved in the provision of shelter and services to the homeless. All local agencies are encouraged to work with the Alliance to increase linkages between groups, and to reduce the duplication of services where deemed appropriate.

Over the past several years, BURA has provided funding to agencies to address needs along the continuum of care. During the 2011-2012 program year, funds were awarded to fifteen agencies serving the homeless. BURA has funded additional outreach workers to work with the chronically homeless living on the streets and camps in Buffalo. A network of agencies provides emergency shelter with links to transitional housing providers and service agencies. In some cases, the ESG program funds counseling and case management services at those shelters where a comprehensive program of assistance is in place. Emphasis is placed on maintenance and operations expenses at existing shelters, including renovation and repairs, with funds provided to eleven agencies under those categories. Funds are also allocated for essential services (outreach, counseling, case management, education, training, etc.) at some sites (particularly those with children or young women).

This was the eleventh year BURA received funds as an entitlement community under the HOPWA program. BURA worked with the AIDS Network of Western New York, and with representatives from the local health care community, to select agencies with the capacity to deliver housing and services. BURA continues to encourage participation by providers who can best meet the needs of the minority community. In selecting subrecipients, BURA emphasizes the importance of cooperative and coordinated efforts in counseling and supportive housing actions.

Actions taken during the program year to implement the Continuum of Care strategy for the homeless include –

- Continued funding for the “Homelessness Hotline” and centralized outreach and preliminary case management services to ensure contact with homeless individuals living on the street, in emergency shelters, and at risk of homelessness.
- Funding for operations and maintenance expenses at a home for young women escaping life on the street, and a shelter and day center for homeless and at risk young people.
- Support for emergency and transitional housing for chronically homeless mentally ill individuals.
- Preventive legal services for those facing eviction or other legal problems.
- Preventive funds for those who face a sudden loss of income for rent and utility subsidies.
- Transitional & emergency housing for those on parole or recently released from prison who are homeless.

The City of Buffalo was awarded a second FY2011 ESG allocation of \$396,740 in December, 2011. This funding will be used to establish a Rapid Re-housing Demonstration Project. BURA prepared an amendment to its FY2011 Annual Action Plan that incorporated this project, and held a public hearing to review the proposed changes on April 11, 2012. The amendment was submitted to HUD on May 15, with approval expected within 45 days. A Request for Proposals to implement the Rapid Re-housing Demonstration Project was distributed on May 23rd. BURA received three proposals by the June 18 deadline, and interviewed each team on June 28. A selection will be made by July 9. Work is set to begin in September 2012 and conclude by December 2013.

2. Actions taken to help homeless persons make the transition to permanent housing and independent living

See discussion of continuum of care activities noted in the previous section.

3. New Federal resources obtained from Homeless SuperNOFA -

No new resources were obtained from Homeless SuperNOFA during the period.

Specific Homeless Prevention Elements

See discussions on the continuum of care in the prior section and the activities of the Emergency Shelter Grant in the following section.

Emergency Shelter Grants (ESG)

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

For the 2011-2012 program years, the City of Buffalo was allocated \$705,316 for Emergency Solutions Grant Program. Stage 2 ESG funding was released later in the year in the amount of \$396,740. As mentioned above, BURA prepared an amendment to its FY2011 Annual Action Plan that incorporated this project, and held a public hearing to review the proposed changes on April 11, 2012. The amendment was submitted to HUD on May 15, with approval expected within 45 days. A Request for Proposals to implement the Rapid Re-housing Demonstration Project was distributed on May 23rd. BURA received three proposals by the June 18 deadline, and interviewed each team on June 28. A selection will be made by July 9. Work is set to begin in September 2012 and conclude by December 2013.

Applications are submitted by local agencies in response to an RFP issued to more than 100 local providers of assistance to the homeless and low to moderate income individuals. ESG funds were awarded to fifteen (15) agencies for the following programs in support of the Consolidated Plan.

Note -- Agency program years do not directly correspond to the Consolidated Plan reporting period. The accompanying statistics provided represent individuals assisted by participating agencies during the City of Buffalo Consolidated Plan reporting period only.

The following is a brief summary of each proposed program/project that was allocated funds for the 2011-2012 program years and a brief description of the program beneficiaries served during the reporting period.

City Mission (\$64,797) – As the last emergency shelter in Western New York, The City Mission has served 144,813 meals and provided 76,741 beds for those in need over the past year. In addition to emergency services, prevention services are also provided to individuals seeking assistance at the City Mission.

Compass House (\$45,000) – to fund operations expenses at the emergency shelter at 370 Linwood. Compass House operates a thirteen bed shelter with

supporting services for runaway and homeless youth between the ages of 12 and 17. During the reporting period, the Shelter was home to 316 youth. In addition, the Resource Center and Day Shelter at 1451 Main Street provided a safe home during the daytime hours of 9 a.m. to 5 p.m. (and until 7 p.m. three evenings per week), counseling, case management, food, (food pantry and meals) clothing, medical attention (as needed), referrals, employment and education resources, linkage services and advocacy to homeless youth.

Community Action Organization Inc., (\$20,000) - to carry out homeless prevention activities. Eligible participants were assisted with payments for either first month's rent, rent arrears or one month's past due mortgage payment. Case management services were provided to clients and referrals to other available programs to meet educational, nutritional and job training emergent needs.

Crisis Services and Suicide Prevention (\$155,000) -- to operate the Homeless Hotline, and provide comprehensive case management services and counseling for homeless individuals and households. Crisis Services provided case management and outreach efforts at area shelters and soup kitchens and direct referrals through the Homeless Hotline. A total of 1,138 clients were assisted during the reporting period.

Fillmore Leroy Area Residents, Inc. (FLARE) (\$33,500) -- to fund the operations and maintenance costs at the shelter at 228 Brinkman and for an upgrade to their boiler system to help reduce utility costs. The FLARE TRY (Teaching and Restoring Youth) program supports transitional housing and supporting services for young women who have been involved in prostitution or who are at risk of becoming involved in prostitution or come from abusive situations. A total of 27 young women were assisted during the reporting period.

Gerard Place (\$33,500) - These funds are utilized for operations and maintenance costs in support of their 42 bed transitional housing program for homeless mothers and their children. Many of the women are victims of domestic violence or sex abuse and range in age from 18-32.

Hispanics United of Buffalo (\$32,000) - HUB assisted 189 victims of domestic violence through the provision of security deposits, first month's rental payments and rental arrears payment to prevent eviction.

Legal Aid (\$23,000) - Legal Aid provides legal representation to low-income homeowners who are facing foreclosure through the City of Buffalo in rem process. They negotiate payment plans and file legal motions to assist in the prevention of homelessness through foreclosure. Last year 495 people received assistance.

Lt. Col. Matt Urban Center-Hope Center (\$75,000) –Case Managers provide street outreach throughout sections of the City of Buffalo where the chronically homeless can be found. The Matt Urban Hope Center served 518 people last year. Through a newly established Housing First Program, three chronically homeless individuals were housed and receive long term case management services.

Neighborhood Legal Services (\$60,000) - Neighborhood Legal Services utilized the funds in order to provide legal services to the prevent homelessness which include legal representation to prevent evictions, loss of federal subsidies and other legal services that prevent homelessness. Neighborhood Legal Services assisted 1,997 individuals representing 703 Cases/Households last year through the professional services of staff attorneys and paralegal staff.

Salvation Army (\$40,000) –Funds have been allocated for a childcare worker and a case worker to assist homeless families find permanent housing. Last year the Salvation Army assisted 492 individuals and of those 402 individuals found permanent housing.

Saving Grace Ministries (\$30,000) - Saving Grace Ministries operates Grace House, located at 1315 Bailey Ave. in the City of Buffalo, as a 33 bed transitional housing facility for homeless men on parole or probation in need of housing. The men commit to a 90 day minimum stay and are mentored and introduced to life skills training, welfare to work job training, family restoration assistance and employment opportunities. Funds are provided for operations and maintenance costs where they housed 419 men during the contract period

VIVE - (\$25,000) - VIVE provided 7 dormitory style rooms that contain 101 beds. These dormitories, together with cribs and other accommodations for children, as well as 3 single occupancy rooms, create a total capacity of 118 people where they housed 2,221 people last year. VIVE serves three meals and a snack daily to each resident. They also offer immunizations and medical screening. They have dining and kitchen facilities, showers and toilets, English lessons, a library and donated clothing. VIVE also provides orientation and assistance with U.S. and Canadian asylum applications, and represents refugees at the U.S. Immigration Court.

Western New York Veterans Housing (\$24,000) – This program offers 40 beds for transitional housing for veterans and served 55 people last year.

YWCA of WNY (\$15,000) - The YWCA provides transitional housing to young women in scattered site residences throughout the City of Buffalo. 16 Women and 28 Children received housing last year.

2. Assessment of Relationship of ESG funds to Goals and Objectives

The City of Buffalo's Annual Action Plan for Program Year 37 established the following goal and objectives for the year's ESG program.

- **The Goal:** Assist homeless families with housing and supportive services to stabilize crisis situations and achieve permanent housing.

Objectives:

- a. Provide emergency shelter for 5,000 individuals, youth and families. BURA contracts with various agencies to manage the program.
- b. Provide preventive services to 2,000 individuals and families.
- c. Provide transitional housing for 350 individuals and families.
- d. Provide supportive services to 4,000 persons who are homeless.

During the Year 37 reporting period, the fifteen (15) agencies funded through BURA's ESG program provided residential services to a total of 4,753 individuals.

- Prevention services were provided to 5,069 individuals and families.
- Transitional housing was provided for 5,857 individuals and families.
- Supportive services were provided to almost 5,204 individuals and families, far exceeding our goal.

City of Buffalo staff are also active members of the Homeless Coalition of Western New York, also serving on the Continuum of Care Priorities Committee. City of Buffalo staff are also members of the WNY Coalition for the Homeless and serve on the Outreach Committee and the Project Homeless Connect committee.

Support of the Consolidated Plan

The Emergency Shelter Grant program is a federal entitlement program that distributes funds to eligible communities to provide assistance to homeless individuals and families, and to those at risk of becoming homeless. Emergency Shelter Grant funds may be used for

- Renovation, major rehabilitation or conversion of a building for use as emergency or transitional shelter for the homeless; [funds may not be used for acquisition]
- Provision of essential services to the homeless including, but not limited to, services concerned with employment, physical health, mental health,

substance abuse, education or food, including the staff salary necessary to provide such services;

- Payment of maintenance and operations expenses (excluding staffing costs), rent, repair, security, fuels and equipment, insurance, utilities and furnishings at the shelter; and
- Developing and implementing homelessness prevention activities.

Funding under BURA's ESG program emphasizes assistance to agencies providing emergency and transitional housing to families, mentally disabled individuals, men paroled from prison, victims of domestic violence, individuals in need of rapid re-housing and youth as identified as priority areas of need in the City's Consolidated Plan. In order to ensure that individuals and families are linked to appropriate service providers, and that established contacts are maintained; a counseling/case management model is also an important component of the City's continuum of care.

3. Matching Resources

The agencies receiving funding in this time period have provided matching funds in the amounts listed below. These figures are confirmed by a review of the annual financial statement of agencies awarded funds under the City's ESG program.

City Mission (\$64,797) - \$64,797 in privately raised funding serves as a match.

Compass House (\$45,000) – \$89,914 in private funding is used to match ESG funds.

Community Action Organization (\$20,000) -- \$20,000 in rental revenue from the New Venture Housing Programs is used as the match for ESG.

Crisis Services and Suicide Prevention (\$155,000) -- Grant funds from Erie County totaling \$1.9 million are used for a match.

Fillmore Leroy Area Residents, Inc. (FLARE) (\$33,500) -- \$90,846 in fundraising and private donations serves as a match.

Gerard Place (\$33,500) – \$209,715 in private donations and fundraising are the match to the ESG grant.

Hispanics United of Buffalo (\$32,000) - \$20,000 in grant funding from the New York State Office of Child and Family Services, OTDA and FEMA serves as a match.

Legal Aid (\$23,000) - \$51,487 in other HUD funded program activities serves as a match.

Lt. Col. Matt Urban Center (\$75,000) -- An \$113,241 HUD Housing First Grant serves as the match for ESG.

Neighborhood Legal Services (\$60,000) - Matching funds come from \$1,200,000 in funding from the Legal Services Corp.

Salvation Army (\$40,000) –A United Way grant of \$52,500 is used as a match to the ESG funds.

Saving Grace Ministries (\$30,000) - A grant from the New York State Office of Parole for \$275,011 matches the ESG funds.

VIVE - (\$25,000) - \$25,000 in private donations and foundation grants are the match to the ESG funds this year.

WNY Veterans Housing (\$24,000) - \$199,000 in grants from HUD and \$28,000

YWCA of WNY (\$15,000) - \$35,480 in private donations and grants from local Foundations are the match to the ESG funds.

4. State Method of Distribution

State distribution methods are not applicable to the City of Buffalo, a local municipality.

5. Activity and Beneficiary Data

A. Emergency Shelter Grant Program Performance Charts

	2011 Recommendations	Admin	M&O	Serv	Prev
City Mission	\$64,797		\$64,797		
Compass House	\$45,000		\$25,800	\$14,400	\$4,800
Community Action Organization	\$20,000				\$20,000
Crisis Services	\$155,000			\$95,201	\$59,799
FLARE	\$33,500		\$33,500		
Gerard Place	\$33,500		\$33,500		
Legal Aid Bureau of Buffalo, Inc.	\$23,000				\$23,000
Neighborhood Legal Services	\$60,000				\$60,000
Salvation Army	\$40,000		\$40,000		
Saving Grace Ministries Inc.	\$30,000		\$30,000		
VIVE	\$25,000		\$25,000		
YWCA of WNY	\$15,000		\$15,000		
Matt Urban	\$75,000			\$75,000	
HUB	\$32,000				\$32,000
WNY Vets	\$24,000		\$24,000		
ESG Administration	\$29,519	\$29,519			
TOTAL	\$705,316	\$29,519	\$291,597	\$184,601	\$199,599

Reporting Period : May 1, 2011 to April 30, 2012	All Agencies						Emergency or Transitional Shelters Individual Households (Singles)			
	total shelter beds	Residential Services - total assisted	Non-residential services - total assisted Adults & Children	Total assisted during the reporting period (individuals)	Total Households Assisted	Number Moved into Transitional or Permanent Housing	Unaccompanied Male Over 18	Unaccompanied Female over 18	Unaccompanied Male Under 18	Unaccompanied Female Under 18
City of Buffalo Emergency Shelter Grant Program ESG Supported Agencies										
City Mission	168	940	0	940	940	27	940	0	0	0
CAO Erie County	0	0	233	233	102	0	10	22	0	0
Compass House	13	316	1206	1522	316	303	0	0	159	157
Fillmore Leroy Area Residents	10	27	12	39	39	39	0	17	0	10
Gerard Place Housing Development Fund	42	61	0	61	28	8	0	0	0	0
Hispanics United of Buffalo	0	189	0	189	61	25	0	61	0	0
Legal Aid Bureau	0	0	0	495	495					
Lt. Col. Matt Urban Human Services Center			607	268	573	76				
Neighborhood Legal Services			1997	1997	703					
Salvation Army	77	492	0	492	198	402	0	5	0	0
Saving Grace Ministries	33	419	0	419	475	475	473	0	2	0
Suicide Prevention and Crisis Services		0	1138	1138		0				
VIVE La Casa	118	2221	0	2221	1688	0	1088	120	10	10
WNY Veterans Housing	40	44	11	50	54	54	50	0	0	0
YWCA of WNY	31	44	0	44	16	0	0	0	0	0
Total	532	4753	5204	10108	5688	1409	2561	225	171	177

Reporting Period: May 1, 2011 to April 30, 2012	Emergency or Transitional Shelters With Children Headed by: Family Households:	Emergency or Transitional Shelters	Emergency or Transitional Shelters
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City of Buffalo Emergency Shelter Grant Program ESG Supported Agencies	Single 18 & Over Male	Single 18 & Over Female	Single 18 & Under Male	Single 18 & Under Female	Two Parents 18 & Over	Two Parents 18 & Under	Total Number of Families with No Children	Total Households Served: Singles and Families	Total Number of Children Served	Total Number of Adults Served	Total Number of Males Served	Total Number of Females Served
City Mission	0	0	0	0	0	0	0	98	0	940	940	0
CAO of Erie County	1	43	0	0	9	0	6	102	131	102	19	56
Compass House	0	0	2	4	0	0	0	316	1206	0	0	0
Fillmore Leroy Area Residents	0	0	0	0	0	0	0	39	10	29	0	39
Gerard Place Housing Development Fund	1	27	0	0	0	0	0	28	33	28	1	27
Hispanics United of Buffalo	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	54	42	1	41
Legal Aid Bureau								0				
Lt. Col. Matt Urban Human Services Center								0				
Neighborhood Legal Services								0				
Salvation Army	27	105			36	0	5	178	294	198	63	105
Saving Grace Ministries								475	0	475	475	0
Suicide Prevention and Crisis Services												
VIVE La Casa	0	0	0	0	50	0	1208	1688	533	1688	1088	120
WNY Veterans Housing							0	50	0	50	50	0
YWCA of WNY	0	0	0	0	0	0	0	16	28	16	0	16
Total	29	175	2	4	95	0	1219	2990	2289	3568	2637	404

Reporting Period : May 1, 2011 to April 30, 2012	Residential and Non Residential Services Served by Race/Ethnicity										Number	
	White	Black/African American	Hispanic	Asian	Native American Indian/Alaskan Native	Native Hawaiian/other Pacific Islander	Black/African American & White	Native American Indian/Alaskan Native & Black/African American	Asian & White	Native American Indian/Alaskan Native & White	Other Multi Racial	Total
City of Buffalo Emergency Shelter Grant Program ESG Supported Agencies												

City Mission	391	449	119	1	7	6	2	0	0	1	86	1880
CAO of Erie Co.	26	182	3	0	2	0	0	0	0	0	20	233
Compass House	89	174	50	3	2	0	2	0	0	0	48	303
Fillmore Leroy Area Residents	23	16	0	0	0	0	0	0	0	0	0	39
Gerard Place Housing Development Fund	23	33	0	0	0	0	5	0	0	0	0	61
Hispanics United of Buffalo	7	15	20	0	0	0	0	0	0	0	0	42
Legal Aid Bureau	332	160	8	2	1						0	848
Lt. Col. Matt Urban Human Services Center	215	346	14	5	12	0	0	0	0	0	15	607
Neighborhood Legal Services	498	1395	192	2	74	0	0	0	0	0	28	1822
Salvation Army	146	277	75	3	1	0	22	0	0	7	29	560
Saving Grace Ministries	112	321	33	0	4	0	0	0	0	0	5	475
Suicide Prevention and Crisis Services	412	668	54	0	4	0	0	0	0	0	0	1138
VIVE La Casa	1221	0	821	50	0	0	0	0	50	0	1000	2421
WNY Veterans Housing	20	28	3	0	2	0	0	0	0	0	0	50
YWCA of WNY	12	28	4	0	0	0	3	0	0	0	0	44
Total	3527	4092	1396	66	109	6	34	0	50	8	1228	10523

Reporting Period : May 1, 2011 to April 30, 2012	Emergency Shelters and Transitional Housing Persons Served by Category (duplicate counts if appropriate)							
	Chronically Homeless (Emergency Shelter Only)	Severely Mentally Ill	Chronic Substance Abuse	Other Disability	Veterans	Persons with HIV/AIDS	Victims of Domestic Violence	Elderly
City of Buffalo Emergency Shelter Grant Program ESG Supported Agencies								

City Mission	158	99	152	90	97	4	26	30
CAO of Erie Co.	0	0	0	15	1	0	0	9
Compass House	0	5	0	0	0	0	0	0
Fillmore Leroy Area Residents	0	0	22	1	0	0	19	0
Gerard Place Housing Development Fund	0	11	11	4	0	1	20	0
Hispanics United of Buffalo								
Legal Aid Bureau								
Lt. Col. Matt Urban Human Services Center	148	156	156	63	87	21	24	40
Neighborhood Legal Services		76	8	140	18	Unk	32	303
Salvation Army	3	25	10	54	7	2	87	3
Saving Grace Ministries	32	203	457	12	42	13	0	6
Suicide Prevention and Crisis Services	0	0	93	125	18	0	11	11
VIVE La Casa	0	4	0	10	0	10	5	25
WNY Veterans Housing	5	6	35	7	43	2	0	1
YWCA of WNY	0	3	0	4	0	0	5	0
Total	346	588	944	525	313	53	229	428

B. Homeless Discharge Coordination

ESG funds are provided to Crisis Services to assist in the coordination of individuals who are at risk of being homeless through the funding of a homeless hotline, where people can call 24 hours a day, 7 days per week for referral assistance. In addition, we fund outreach workers who assist those at risk of being homeless to find appropriate living space.

The Discharge Planning subcommittee of the Homeless Alliance of WNY is currently working with area hospitals to better coordinate the discharge of patients. Many patients are currently being discharged directly to the City Mission or to Social Services.

BURA will continue to provide support to and be an active member in the local Continuum of Care planning process and in the ongoing action steps and evaluation of the local 10 year plan to end long term homeless and the new focus on rapid rehousing pursuant to the 2009 HEART Act.

The City of Buffalo has utilized rehabilitation, services, maintenance and operation, and prevention funds in coordinating this policy.

C. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

The City of Buffalo will continue to move forward working with the Homeless Alliance of Western New York, Erie County, and the appropriate State Agencies to implement a system of discharge planning that prevents homelessness. Currently, all publicly funded institutions or systems of care have individual discharge policies that reflect this mandate to prevent persons exiting their system of care from entering homelessness. These efforts however have not taken place in a coordinated manner and policies, procedures, and protocols are being developed that reflect a more coordinated response to preventing homelessness.

To illustrate the current discharge planning process we have included the current discharge policies from Foster Care, health care, mental health care, and corrections

Foster Care:

Foster Care case managers at the Erie County Department of Social Services (ECDSS) create individual plans for each youth leaving the foster care system, which includes a housing plan. ECDSS workers are responsible for carrying out that plan, in accordance with New York State law. The department regulations state that no child may be discharged into shelters or congregate living arrangements.

Further, aftercare case management is provided by ECDSS to those discharged from the foster care system which includes providing services as needed to the child to enable independent living. If a child should become homeless during the aftercare period, ECDSS assists the child to obtain housing. The child is not permitted, under any circumstances, to be placed in any shelter or congregate living facility. Should homelessness occur, ECDSS is responsible for placing the child in a state-run foster home or group home, preventing that child's entrance in a McKinney-Vento-funded program.

Health Care:

Hospital discharge planners screen patients for their anticipated discharge residence. Discharge planners provide assistance in linking those persons who require placement from a healthcare facility into inpatient and residential settings (i.e. nursing homes, rehabilitation facilities, alcohol and substance abuse and mental health treatment). Those individuals who decline such interventions are assessed for competency and may be referred to Adult Protective Services when appropriate.

These practices are effective for ensuring proper placement of the majority of individuals into permanent housing and treatment or care facilities. The WNY Coalition for the Homeless Hospital Discharge committee provides additional support for discharge planners looking for permanent and temporary placements for clients with no identified place of residence. The Committee ensures open communication and dialogue, as well as shared resources, between the homeless service community and local discharge planners to assure discharges are made to appropriate facilities.

Protocols are in place in extreme circumstances for referral to Erie County Department of Social Services "After Hours" program, administered by local homeless outreach agency, Crisis Services, to ensure proper placements and provide discharge planners with referral information as needed.

Mental Health:

The Erie County Department of Mental Health (ECDMH) has a Single Point of Entry (SPOE) system. Through SPOE, Erie County has funded several "Transition Case Management" (TCM) positions to assist with the discharge of individuals from Article 28 hospitals and other local facilities. Individuals are identified while in the facility and referred to the TCM or through the Single Point of Entry Coordinator.

The TCM or case manager is then responsible for coordinating housing, finances, entitlements, health and behavioral health services upon discharge with the assistance of the hospital discharge planner. The TCM is expected to assist in the transition period to ensure access to resources, treatment linkages and stable living environments. In addition, wraparound funds are available through the TCM for a variety of needs to assist in the transition to the community. If necessary,

these funds can be used toward the subsidy of temporary housing arrangements until a more permanent environment is identified. If further care coordination is required beyond a 6-month period and on an on-going basis, the clients have access to more intensive care coordination programs within the SPOE system. The transition population length of stay in the TCM program generally averages 6 months.

Additionally, ECDMH has funded a position called the Erie County Housing Coordinator, who is responsible for overseeing all ECDMH-run housing programs. The Housing Coordinator can also assist in the placement of individuals being released from local, publicly-funded institutions.

Corrections:

The New York State Division of Parole and the Office of Mental Health (OMH) worked together to establish a memorandum of understanding (MOU) designed to: improve management of mental health evaluations for the Board of Parole, increase discharge planning for inmates with serious mental illness, implement mental health training for parole officers, and establish a parole-intensive case management program for parolees with serious and continual mental illness. The initial MOU has been revised periodically and its scope expanded to meet the needs of all involved.

Cross-training between parole and local mental health staff is conducted to ensure both are aware of the guidelines that should be followed to meet the needs of the target population. The MOU includes referrals to the Parole Support and Treatment Program (PSTP), which provides clinical and housing services to homeless persons with serious and persistent mental illness who have a co-occurring substance abuse disorder.

Further, the Department of Justice-funded Erie County Re-Entry Task Force, including representatives from both the NY State Division of Parole and the Department of Corrections, works to reduce homelessness and re-offending for individuals released from prison. This includes intensive case management, housing placement, assistance with employment and government benefits for persons re-entering into Erie County with a high likelihood of recidivism.

PART FOUR

COMMUNITY DEVELOPMENT

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

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

The City of Buffalo's Annual Action Plan for Program Year 37 established the following priorities, goals, and objectives for the use of CDBG funds.

Number One Priority: Community Revitalization and Homeownership

Goal One: Provide necessary public services to improve health, safety and the quality of life of low income and special populations, especially families with children, the homeless, those with disabilities, the elderly and frail elderly, and others with special needs.

Objective – Provide housing counseling and fair housing services for 2,164 persons.

Results:

During the May 1, 2011 – April 30, 2012 program year BURA awarded contracts to four agencies for a total funding level of \$222,784 implementation of the City's ongoing fair housing efforts. Over 3,800 persons were provided with housing counseling, legal and fair housing services through these fair housing programs exceeding the above numeric objective for fair housing services established in the Annual Action Plan. The specific Fair housing activities of each of the four agencies, and the results of those activities, are described in detail in the Fair Housing section of the CAPER.

Objective – Provide health and safety services and related services for 4,000 seniors and frail elderly.

Objective – Provide transportation for 1,465 persons, especially those residing in low-moderate income areas.

Objective - Provide housing counseling and related services for persons with disabilities.

Objective – Provide supportive services for 9,500 children and youth.

Results: During Year 37 of the Community Development Block Grant Program, BURA contracted with 35 Community Based Organizations to provide human service program activity at a total funding level of \$2,131,919. These not-for-profit agencies provided human service activities at 47 program sites throughout virtually every neighborhood in the City of Buffalo.

The human service program activities included:

- Health, Safety and Educational Services to 4,421 Senior Frail Elderly persons.
- Over 6,200 instances of transportation for 1,285 individuals, especially those residing in low-moderate income areas.

- Recreational and Educational services to 11,956 children and youth reported as Youth Services (05d) in the HUD financial and statistical report.
- Literacy skills were provided to 161 program participants.
- Adult day care services were provided for 22 disabled/frail elderly program participants.
- Employment training was provided to 22 program participants during the period with a cumulative total of 36 participants enrolled in the Youthbuild Jobs Training Program funded by the CDBG-R Grant.

Thus, the numerical objectives established in the Annual Action Plan for senior health and educational services, youth programs and activities as well as for transportation, exceeded the goals during the program year. BURA disbursed a total of \$1,954,638.83 for public services during the reporting period. BURA did not meet its goal for employment training, however, we are close to contracting for this program. BURA suffered a staffing loss during the period but the work has been reassigned to another Project Manager and will be back on track for the coming year.

Goal Two: Support neighborhood revitalization efforts to improve public facilities and infrastructure especially in the 13 Livable Communities Initiatives targeted areas; and reduce the number of substandard and abandoned housing.

Objective: Improve public facilities and infrastructure throughout the City, especially in the 13 targeted neighborhood revitalization areas. Rehab up to 33 public facilities and provide public improvements that benefit over 32,689 residents.

Results: BURA completed improvements to the following community centers during the period: North Buffalo CDC, West Side Community Services, JFK Community Center, Delavan Grider Community Center, Asarese Matter Community Center, Edward Sanders Community Center, and the Valley Community Center. A total of \$340,429.20 was expended during the period for rehab of these centers. Most of these improvements were phase 1 electrical, heating or plumbing upgrades for which additional work is planned in the upcoming year. BURA also completed improvements at 15 parks & playgrounds throughout the city. BURA is close to completing improvements at another 26 parks & playgrounds. A total of \$773,940.69 was expended during the period on parks and playground improvements that consisted of play structures, new swings, benches, and safety lighting around park buildings. BURA also began work on new shelters, picnic tables and grills at Lanigan Park, Collins Park, Eddy Dawson Park, Woodlawn (Perkins) Park, South Division Park, Houghton (Stakowski) Park, Willert Park, and Gleasner Park.



Charles Perkins (Woodlawn) Park



Masten Park Improvements



JFK Community Center Heating Upgrades

\$676,176.35 was expended for sidewalk improvements on 20 streets that benefited 15,249 residents throughout the City. BURA invested \$6,360.15 in CDBG funds for beautification/streetscape improvements that benefited low-moderate income areas.

Number Two Priority: Economic Development

Goal Three: Provide Commercial Lending Assistance To Commercial Businesses And Improve Economic Opportunities For Low/Mod Income Persons.

Objective:

Develop **28** new jobs for low and moderate income people, through the disbursement of loan through the BURA's lending program. The Neighborhood Commercial and Business Loan Program facilitates the revitalization of neighborhoods throughout the City of Buffalo, including targeted areas in the City's neighborhood commercial strips. We will encourage the use of supporting organizations and programs such as SCORE and the Small Business Development Center to reduce the number of businesses we lose to default. We will also work to leverage funding commitments from other sources with lending commitments made by BURA.

RESULTS:

A total of 7 FT and 18 PT Jobs were reported for job creation of which 5 FT and 14 PT Jobs were held by low to moderate-income persons. The legal process for the dissolution of the Buffalo Economic Renaissance Corporation continued during the program year and as of the end of the period was not finalized.

In response to a request for proposal that was issued in the prior year, BURA contracted with the New York Business Development Corporation (NYBDC) to obtain the services of and Economic Development Loan Manager to manage all portions of the City of Buffalo Economic Development Program. NYBDC and BURA developed a loan policy and procedures manual which establishes written policies and procedures for the implementation and operation of the Loan Program. The loan policy details policies and procedures relating to origination, eligibility, processing, loan approval, loan funding, billing, loan servicing and collection staying consistent with the established goals for the Loan Program as follows:

- a) Expand access to capital for small businesses in the City of Buffalo
- b) Promote opportunity for small business with particular emphasis on the underserved minority- and woman-owned businesses
- c) Create and retain jobs
- d) Promote the use of technical assistance providers to enhance success and opportunity
- e) Improve loan portfolio performance
- f) Develop neighborhoods
- g) Limit loan losses to 5% of the loan portfolio
- h) Promote access to on-going technical assistance
- i) Conduct a site visit with each borrower annually
- j) Seek continuous improvement of the Loan Program and the identification of such additional goals and objectives and may be consistent with and effective and meaningful implementation of the Loan program

The loan policy & procedures manual was also reviewed and approved by HUD.

Development of New Façade Program

During the program year, BURA staff worked on the development of a new façade program to provide matching grant funds for targeted business corridors located in distressed communities. In order to stabilize and/or revitalize commercial corridors in distressed areas, a very visible public investment must be made to create a level of confidence for existing business and building owners and to encourage private investment to take place. The façade program can accomplish this through funding for the removal and/or replacement of deteriorating awnings and signage, repair and/or replacement of broken doors and/or windows and frames, scraping and painting of building facades and installation of security systems to better secure their businesses. This program can also aid in the creation and retention of jobs for low to moderate income residents in distressed neighborhoods, as well as the expansions of neighborhood businesses. BURA staff is currently working on issuing the request for proposals for this new program.

Development of a Commercial Corridor Improvement Program

During the program year, BURA staff worked on the development of a comprehensive program that will incentivize neighborhood commercial corridors to create business associations. This

program will equip neighborhood businesses with the tools to improve the vitality of their business district. The program will provide businesses in low to moderate income neighborhoods with training to improve leadership skills, improve marketing for the commercial corridor and individual businesses, exterior and interior design and improvements, merchandising, market analysis coordinating with surrounding residents, preservation and overall economic development. The program will be deeply rooted in empowering neighborhood business districts to become successful, self sustainable corridors.

A successful program will increase the number and quality of jobs created, decrease the number of vacant storefronts, encourage private investment and business expansions, encourage constructive community relationships, improve the perception of the business corridor and improve security and attractiveness of distressed neighborhood business corridors.

Neighborhood Commercial Development - Broadway Market

Famed for its ethnic old world shopping atmosphere, the Broadway Market's fresh food merchant base is comprised of family-owned, family-operated butcher shops, poultry stands, fruit/vegetable stands and bakeries. The Market features candy shops, delis, and restaurants. There are also assorted sundry shops and service centers which serve the Broadway-Fillmore neighborhood.

The Market has struggled over the years to find a niche in a time of growing suburbanization, commercial groceries and changing neighborhood demographics. As many Polish-Americans families moved to the suburbs, their place was taken first by African-Americans and most recently by immigrants from Iraq, Somalia, Bosnia, Rwanda, and Vietnam. BURA and OSP staff recognizes the importance of bringing in a variety of vendors to the market to address the needs of the surrounding neighborhood.

BURA staff has been successful in adding five (5) food related businesses into the Broadway Market. During this time frame two new businesses opened including a Halal Meat Market and a take-out restaurant; a seven year market fish vendor expanded his business and opened a second stand that sells meats and poultry. Also, a seasonal vendor has decided to move her production part of the company into the market. She will be producing her product and selling from the market. In addition, a local producer of jams and jellies business has located the distribution portion of the business into the Broadway Market. Finally, during this time frame a restaurant featuring Middle Eastern cuisine is in the planning stages.

BURA OSP staff also provided technical assistance to eight (8) Market tenants and was involved in implementing strategies that will benefit the businesses located in the Broadway Market. BURA OSP staff also brought in over sixty seasonal vendors for different festivals held in the market. Each of these vendors is a small business in their own right.

The Broadway Market is located in a neighborhood (Broadway-Fillmore) that encounters numerous challenges for food security – high rates of poverty (82% of the individuals living around the market are low-moderate income), substantial number of single-headed families (66.3%) and low levels of income (\$17,582 compared to \$24,336 city-wide). The obesity rate in the Broadway-Fillmore neighborhood is 43.5 % versus 22.8% for Erie County (2005 WNY Public Health Alliance's Health Risk Assessment).

Contributing to the higher rates of obesity in East Buffalo appears to be accessibility to retail establishments for healthy food shopping according to a University of Buffalo study of the

health status of East Buffalo. This study found that 45% of households have no vehicle available to them compared to 31% for the City of Buffalo. Traveling to and from East Buffalo on public transportation to shop at a major food store located outside of the neighborhood typically involves changing buses four times and a travel time of at least one hour and twenty minutes. A consequence of this transportation barrier is infrequent purchasing of fresh and perishable foods.

The Broadway Market is one of the only assets within this community and provides a place for low-moderate income persons residing in the neighborhood to have access to healthy foods and produce.

Empire Zone

The 2010 Business Annual Report was sent to 566 Empire Zone Certified businesses. Twenty Empire Zone companies were assisted with technical assistance.

In addition, twelve small businesses were assisted with City of Buffalo licensing processes, lending options and zoning issues if applicable. Ten larger companies were met with to discuss company needs in terms of work force development, available loan & grants and applicable tax incentives.

Beverly Gray Incubator Building

BURA staff has also been in the process of developing a plan for a Beverly A. Gray Business Incubator. The Beverly A. Gray Incubator is located at 334 East Utica Street, near the corner of Jefferson Avenue in Buffalo, which has a low to moderate income population of 75%. The City of Buffalo has recently remodeled the entire space for use as a business incubator. The goal of the Beverly A. Gray Incubator is to provide space for small neighborhood businesses at an affordable rate. The Incubator will also give community businesses access to business services and the technical assistance necessary to operate a successful business. The Incubator will serve as a “one-stop shop” for neighborhood businesses to receive technical assistance and business counseling.

Buffalo Green Code

The Buffalo Green Code is a two-year process that was initiated in the fall of 2010. It will update the city’s Land Use Plan and Zoning Ordinance using a “place-based” approach. Place-based planning is a way to shape neighborhoods by concentrating on the look, feel, form, and character of places, instead of focusing on conventional categories of land use. The Buffalo Green Code will create a Land Use Plan that maps the entire city by its preferred future place type, in consultation with each neighborhood’s residents. Then a Zoning Ordinance will create a set of guidelines for development that meet the desired character of the place.

Buffalo’s current zoning code is a patchwork of rules that – while well-intended when written in 1951 – are not capable of supporting necessary types of development and redevelopment. There is often a disconnect between what residents want to see built in their neighborhoods and what can be built. This is because the city’s present code was designed to encourage a

uniform pattern of development. Its zoning districts contain regulations that no longer fit the development that presently exists or is desired.

While the code has undergone substantial amendment to improve that fit, these changes have made it very complex, confusing, and difficult to apply. Many of the requirements remain vague and need clarification, and it still fails to accommodate traditional forms of development found in the city's older neighborhoods. A new zoning code is essential to conserving the best of what the city has while creating opportunities to grow the economy. One way to achieve this is to ensure that investors know where they can locate, what the rules are, and that those rules will consistently and predictably applied.

Smart growth and sustainability are the Green Code's fundamental principles. Simply put, this means that neighborhoods will be redeveloped to enhance the quality of life for their residents. Neighborhoods will be compact, walkable, and transit-oriented so that all residents have access to job opportunities, daily shopping needs, recreational and community facilities, and a variety of housing options.

The Green Code will also be a tool to implement a place-based economic development strategy by eliminating rules that unnecessarily hinder the speed of investment decisions; setting clear and objective standards that make every developer a participant with neighborhood residents in creating great places to live, work and invest; and providing the flexibility investors need to participate in a competitive and fast-changing global economy.

When the Green Code is completed in the Fall of 2012 – just prior to the submission of Buffalo's new Consolidated Plan – it will provide the blueprint for developing communities of choice that meet the needs of current residents while encouraging others to consider the advantages of living in these vital, diverse, and functional neighborhoods.

Goal Four: Promote downtown and inner harbor development

Objective:

Provide assistance in the development of 5 small retail businesses and job creation in downtown and the inner harbor area of Buffalo. BURA can provide grants, low interest loans, technical assistance, market studies, and marketing assistance to achieve this. BURA will work in conjunction with the Erie Canal Harbor Development Corporation to promote development and identify the types of businesses that will best be suited for these areas. The objective is to have a mix of national and locally owned businesses that will make this area unique. The end goal of this will be to create jobs for low to moderate income residents of the City of Buffalo.

Providing lending opportunities to the current and prospective business owners who wish to have or operate their businesses in the downtown area and inner harbor area will continue to be a priority. Working closely with our community partners such as the Buffalo Niagara Enterprise and Buffalo Niagara Partnership will enable the lending team to identify important business development opportunity and provide financing options for small and medium size businesses. Additionally, partnering with other private and public financing entities will remain a vital connection to close the funding gap for businesses seeking to locate and maintain their operations in the downtown area.

Results:

During this time frame, BURA issued a Request for Proposal for Development Projects in the Downtown area. Proposals are currently under review. Also the City worked with the Erie Canal Harbor Development Corp. on securing a restaurant at Canalside. The Liberty Hound is located on the ground floor of the Buffalo Naval & Military Park museum building which offers sit-down indoor and outdoor casual dining. A local developer announced plans for the renovation of the former Donovan State Office Building into hotel, office, and retail/restaurant space. The building will be renamed One Canalside. The former Buffalo Auditorium has also been demolished for future development of the Waterfront.

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

See discussion above regarding achievement of CDBG goals and objectives.

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

The Housing and Community Development Act of 1974 requires that each activity assisted with CDBG funds meet one of the three national objectives:

- Benefit low and moderate income persons;
- Prevent or eliminate slums or blight; or
- Meet urgent community development needs.

During the 2011-2012 program year, BURA spent 56.80% of its federal resources (excluding planning and administration expenditures) to benefit low and moderate income persons, fulfilling the first of the above listed national objectives.

The general requirement for this reporting period is that at least 70% of all funds spent over a three (3) year period on CDBG assisted activities, excluding planning and administration, must be used for activities that benefit low and moderate income persons. This is the first year of the three year certification in which BURA has spent 56.80% of cumulative net CDBG expenditures on activities that benefit low and moderate income persons

2. Changes in Program Objectives

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

There have been no significant changes in Annual Action Plan objectives. BURA made the following minor amendments to the Plan.

FROM - PROJECT#	ACTIVITY NAME	FUNDING AMOUNT	TO - PROJECT#	ACTIVITY NAME	DATE	RATIONALE
35-11401	North Buffalo Comm. Ctr - Youth Program	\$692.80	36-11400	North Buffalo Comm. Ctr - Senior Program	5/12/2011	To restore North Buffalo's Senior Program to prior year allocation.
35-11400	North Buffalo Comm. Ctr - Senior Program	\$68.77	36-11400	North Buffalo Comm. Ctr - Senior Program	5/12/2011	To restore North Buffalo's Senior Program to prior year allocation.
34-16401	Metro CDC	\$2,757.91	36-11400	North Buffalo Comm. Ctr - Senior Program	5/12/2011	To restore North Buffalo's Senior Program to prior year allocation.
34-11400	North Buffalo Comm. Ctr	\$420.52	36-11400	North Buffalo Comm. Ctr - Senior Program	5/12/2011	To restore North Buffalo's Senior Program to prior year allocation.
34-40806	Section 108 Debt Repayment	\$706,705.29	36-40802	Section 108 Debt Repayment	7/19/2011	To close out Yr 34 and roll forward funds for Yr 37 Section 108 Debt Repayment
35-40806	Section 108 Debt Repayment	\$368,508.51	36-40802	Section 108 Debt Repayment	7/19/2011	To close out Yr 35 and roll forward funds for Yr 37 Section 108 Debt Repayment
33-50501	Multi - Emerg. Rehab Assistance Program	\$3,861.94	34-50501	Multi - Emerg. Rehab Assistance Program	7/26/2011	To fund an increase in Yr 34 Rehab Loan Program - Multi Unit
34-50500	Single - Emerg. Rehab Assistance Program	\$990.00	34-50501	Multi - Emerg. Rehab Assistance Program	8/10/2011	To fund an increase in Yr 34 Rehab Loan Program - Multi Unit
34-01400	Gloria Parks Human Services	\$3,750.00	37-50402	Buffalo City Mission - Code Blue	8/31/2011	To fund Project Homeless Connect
34-01400	University Heights - Senior Program	\$4,250.00	37-11400	North Buffalo Comm. Ctr - Senior Program	8/25/2011	To restore North Buffalo's Senior Program to Yr 35 allocation.
36-40802	Section 108 Debt Repayment	\$1,075,213.80	37-40801	Section 108 Debt Repayment	9/7/2011	To roll forward Yr 36 funds to Yr 37 Section 108 Debt Repayment
32-50507	Lead Risk Assessment Program	\$8,625.00	36-50500	Single - Emerg. Rehab Assistance Program	9/9/2011	To close out lead activity, to be paid out of rehab contracts.
31-50803	Rehab Loan Program Delivery - Lead	\$92,687.50	35-50508	Program Delivery - Contracted Services	9/9/2011	To close out, contract expired. Fund increase in Belmont Contract
36-50802	General Admin (OH)	\$100,150.00	37-50802	General Admin (OH)	9/9/2011	To roll forward General Admin (OH) Funds to Yr 37
37-50504	CBO/NHS Program Delivery	\$347,650.00	36-50506	CBO/NHS Program Delivery	10/11/2011	To increase/extend funds to CBO Yr 36 Residential Rehab Program Delivery Contracts for Yr 37
34-50200	Public Facilities - Citywide	\$31,215.00	36-08201	Westside Community Services - Blding Rehab	10/21/2011	To fund rehab of neighborhood facility WSCS
34-50200	Public Facilities - Citywide	\$4,880.00	36-14201	JFK Community Center Rehab	10/24/2011	To fund condenser guards on HVAC Equip to prevent vandalism as part of the JFK Comm. Ctr Rehab

35-50206	Sidewalk Improvements - Ellicott District	\$57,778.00	36-16200	Sidewalk Improvements - Ellicott District	11/15/2011	To roll forward Yr 35 funds for Yr 36 sidewalk improvements
37-50209	Sidewalk Improvements - Masten District	\$57,778.00	36-14200	Sidewalk Improvements - Masten District	11/15/2011	To roll forward Yr 35 funds for Yr 36 sidewalk improvements
34-50500	Rehab Loan Program - Single Unit	\$2,140.00	34-50501	Rehab Loan Program - Multi Unit	11/29/2011	To increase funds for Yr 34 Emergency Rehab Loan Program - Multi Unit
34-50500	Single - Emerg. Rehab Assistance Program	\$500.00	34-50501	Multi - Emerg. Rehab Assistance Program	11/15/2011	To increase funds for Yr 34 Emergency Rehab Loan Program - Multi Unit
36-07200	Public Improvements - North District	\$20,000.00	35-50211	Public Improvements - North District	12/12/2011	To consolidate funding for sidewalk replacement on Doyle and Tonawanda Sts.
36-50802	General Admin (OH)	\$41,650.43	37-50802	General Admin (OH)	3/7/2012	To roll forward Yr 36 balance of admin funds to Yr 37 for the purchase of new accounting system.
34-50802	General Admin (OH)	\$142,127.32	36-50800	General Admin	3/7/2012	To roll forward Yr 34 balance to Yr 36 to close out deficit in account
35-50303	Program Delivery - Clearance	\$19,232.33	37-50301	Program Delivery - Clearance	3/7/2012	To roll forward Yr 35 balance to Yr 37 program delivery clearance.
35-50300	Clean & Seal Clearance	\$34,800.15	36-50303	Program Delivery - Clearance	3/7/2012	To roll forward Yr 35 Clean & Seal Clearance balance to Yr 36 program delivery clearance account to close out deficit in account.
33-50203	Public Facility Improvements - Citywide	\$31,215.00	36-08201	WSCS Building Rehab	3/8/2012	To roll forward Yr 33 Public Facilities/Improv. Funds to Yr 36 WSCS Public Facility Building Rehab Project
34-50802	General Admin (OH)	\$79,701.68	37-50800	General Admin	3/7/2012	To roll forward Yr 34 balance to Yr 37 General Admin (OH)
33-50806	General Admin	\$128,464.30	36-50800	General Admin	3/7/2012	To roll forward Yr 33 balance to Yr 36 General Admin to close out deficit in account.
33-50802	General Admin	\$139,664.07	36-50800	General Admin	3/7/2012	To roll forward Yr 33 balance to Yr 36 General Admin to close out deficit in account.

3. Assessment of Efforts in Carrying Out Planned Actions

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

The City of Buffalo is following its current HUD approved Consolidated Plan. The City pursued all of the resources it intended to pursue but continues to apply for additional resources as they become available.

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

The City provided certifications of consistency for HUD programs in a fair and impartial manner. When requested, such certifications are prepared by a solely designated member of senior management who is familiar with the plan and its intents.

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

The City did not hinder Consolidated Plan implementation by action or willful inaction.

4. For Funds Not Used for National Objectives

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

Except for exempt activities (planning and administration), CDBG funds were used solely for projects that met one of the three national objectives.

B. Indicate how the use did not comply with overall benefit certification.

CDBG funds were used solely for projects that complied with overall benefit certifications.

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

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

The City generally, by policy, does not fund activities that result in the displacement of residents or businesses. Exceptions are made in the case of emergencies or on a case-by-case basis and are expected to be rare.

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

During the reporting period we had no household displacements through activities assisted with grant funds.

If homeowners had qualified as displaced persons, as defined above, they would be entitled to payment of their actual moving expenses or if they choose, a fixed moving expense. The homeowner would work with our in-house relocation specialist to identify their needs for comparable housing, possible relocation costs, and any incidental expenses in connection with their purchase of a replacement dwelling, as prescribed by regulation.

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

During the reporting period we had no household displacements through activities assisted with grant funds.

If homeowners had qualified as displaced persons, BURA's relocation specialist would meet with the family prior to any completion of plans for the use of their property and determined their eligibility. She would assess the type and size of the existing structure and determined the fixed allowable moving expense based on room numbers in the existing home. She would also calculate the cost of replacement housing and incidental expense for determining the amount of assistance with which the homeowner would be provided. She would also work with the homeowner to find comparable housing.

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

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

No activities were qualified by job availability/first consideration. All economic development activities qualified by Low/Mod Job Creation were based on the "held by" standard where at least 51% of jobs created would be "held by" low/mod income persons

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

The following jobs were made available to low/mod persons:

Managers (1)
Service Workers (19)
Crafters (Skilled) (2)

The following jobs were made available to non-low/mod persons:

Manager (2)
Office/Clerical (1)
Service Workers (2)

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

Businesses creating jobs that required special skills or work experience provided on the job training so as not to preclude low/mod income persons from job opportunities.

7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit

A. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- or moderate-income.

Certain human service activities are classified as limited clientele activities without personal records or presumptive benefits. Limited Clientele Activities that were not qualified under Presumed Benefit to Low/Mod Persons included Youth Activities, Fair Housing, and Micro-Enterprise. These activities were eligible either by: 1) the nature of their location whereby the program was located and made available to participants in an area where over 51% of the population was low to moderate income; or 2) by collecting income data from program participants whereby at least 51% of the participants must be low to moderate income pursuant to Section 8 Income Guidelines. This information is available for each individual activity qualified under the National Objective of Low/Mod Benefit to Limited Clientele in the IDIS Summary of Consolidated Plan Projects Report for individual activity information on limited clientele.

All activities that are not covered by presumptive benefits are further discussed in the IDIS Summary of Activities Report.

8. Program Income Received

A. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.

No program income was returned to revolving funds for economic development during the program year. \$919,884.90 was returned in December 2010.

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

There were no float loans issued, outstanding or repaid during the reporting period.

C. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.

CDBG loan repayments received were comprised of:

- Housing rehabilitation \$463,227.00
- Economic development \$784,121.00
- Section 108 Loan Repayments \$ 317,603.46

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

No income was received from the sale of property.

9. Prior period adjustments

Adjustments to the Financial Summary were as follows:

2011 FINANCIAL SUMMARY ADJUSTMENTS

<u>IDIS #</u>	<u>Amount</u>
1) Program Income Adjustments	
Add BERC Income earned in 2011, receipted in IDIS after period	\$ 682,058.81
Add BURA Income earned in 2011, receipted in IDIS after period	\$ -
Add BERC Section 108 Loan Repayment Income for 2011	\$ 317,788.40
	<hr/>
	\$ 999,847.21
Deduct BERC Income earned in 2010, receipted in 2011	(587,583.34)
Deduct BURA Income earned in 2010, receipted in 2011	(44,949.67)
	<hr/>
	(632,533.01)
2) Expenditure Adjustments	
Add Section 108 Expenses for Admin/Bank Fees	\$ 27.06
8133 Deduct Expenditure for Wellness Medical (cancelled - paid w/non-CDBG)	(50,000.00)

B. The program year(s) in which the expenditure(s) for the disallowed activity (ies) reported

\$77,186.56 was disallowed for Public Improvements (IDIS 7509) in program year 2008. \$10,153.65 was disallowed for public improvements (IDIS 7508) in program year 2007. Payment was made to HUD from non-federal funds and the draws were moved to eligible expenses at HUD's request.

C. The amount returned to line-of-credit or program account

No funds were returned to line of credit or program account.

D. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.

No funds are to be reimbursed to line of credit.

10. Loans and other receivables

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

There were no float loans issued, outstanding or repaid during the reporting period.

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

HOME Grant – 1,848 Loans with a balance of \$54,238,958.54 were outstanding at the end of the reporting period.

CDBG Grant – 5,055 Loans with a balance of \$124,987,657.68 were outstanding at the end of the reporting period.

CDBG-R Housing – 154 Loans with a balance of \$900,376.16 were outstanding at the end of the reporting period.

Note: Please note that our Residential Loan Receivables reports by Loan Types. This is then tallied by loan type with # of loans and total amount of those loans. As such there is a double counting of loans when the recipient falls into the Principal/Deferred Category where there are two different sides to the loan with different repayment terms.

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

April 30, 2012

CDBG - BURA

DF1	Deferred End of Term	546,778.00	146
DF2	Deferred-Forgive ratably-5 yrs	6,381,307.05	912
DF3	Deferred-Forgive ratably	15,173.80	21
IA1	Deferred annual interest payment	1,115,725.25	165
IM1	Deferred monthly interest	48,000.00	1
MD1	Mortgages-deferred forgive end of term		
MIA/MIM	Mortgages-annual/monthly interest	1,730,887.29	4
MR1	Mortgages-regular	2,627,183.68	11
PM1	Principle only-Monthly	1,600,974.42	710
RL1	Regular loans	995,590.84	350
SB1	BERC Econ Dev Loans	103,282,278.25	1,387
SI1	Special monthly interest payment	125,000.00	1
SP1	Special principle only	42,000.00	1
SR1	Special Regular loan	323,238.37	1
		<u>118,834,136.95</u>	<u>3,710</u>

CDBG-R - BURA

DF1	Deferred End of Term	7,087.00	1
DF2	Deferred-Forgive ratably-5 yrs	694,847.00	86
PM1	Principle only-Monthly	198,442.16	67
		<u>900,376.16</u>	<u>154</u>

HOME - BURA

DF4	Deferred End of Term	14,040,819.80	395
DF5	Deferred-Forgive ratably-5 yrs	6,107,259.02	353
DF6	Deferred-Forgive ratably	45,895.04	110

DF7	Deferred CHDO	14,374,643.16	87
DF8	ADDI-Forgive end of term	419,810.90	187
IA2/IM2	Deferred annual/monthly interest	8,671,406.40	17
PM2	Principle only-Monthly	1,707,160.33	417
RL2	Regular	1,161,673.13	105
SI3	Special monthly interest	180,000.00	1
SI4	Special accrued interest	2,113,842.00	3
SP2	Special pinciple only	643,293.45	3
SP3	Special Partial/Forgiven	550,000.00	1
SR2	Special Regular loan	900,000.00	1
		<u>50,915,803.23</u>	<u>1,680</u>
CDBG - BNRC			
D01	Rehab Deferred Federal-Interest	614,421.01	228
D02	Rehab Deferred No Payment-No Forgiveness	157,031.88	100
D03/D04	Federal-Interest	72,525.00	17
D05	Deferred annual interest	877,988.30	34
D08	Housing Trust Fund	1,767,879.97	57
D10	Masten Old Housing-I & P	55,180.44	21
D12	Westside Infill 1-5,6-10, 20%/Yr 10 yrs	49,587.50	8
D15/D19	CW New Hsg Determine at Discharge	607,434.00	145
D21/D22/D25	New Housing 1-5,6-1,20%/Yr 10 yrs	60,000.00	25
D29	HOZO EDI subsidy 1-5,6-10,20%/Yr 10 yrs	159,000.00	69
D31	HOZO CDBG subsidy No Forgiveness	55,000.00	13
H02/H03/H05/H06HR5	High Risk Federal - I&P	1,188,552.78	438
P01/P03/P05	Mo Princ Red, HOZO-Principle	488,919.85	190
		<u>6,153,520.73</u>	<u>1,345</u>
HOME - BNRC			
D27	Deferred-No Payment-No Forgiveness	2,857,594.18	90
D28	Deferred w/payment-interest	190,897.00	32
H07	High Risk - I&P	225,833.43	30
P04	Principle Reduction - Principle	48,830.70	16
		<u>3,323,155.31</u>	<u>168</u>

Note: Please note that our Residential Loan Receivables reports by Loan Types. This is then tallied by loan type with # of loans and total amount of those loans. As such there is a double counting of loans when the recipient falls into the Principal/Deferred Category where there are two different sides to the loan with different repayment terms.

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

Economic Development – No loans were written off during the period. Decisions concerning write-offs are pending final audits and Board review. These will be reported in next year's CAPER.

Residential Rehab – Two (2) CDBG loans totaling \$20,000.00 and two (2) HOME loans totaling \$39,422.02 were written off during the reporting period.

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

The Buffalo Urban Renewal Agency acquired no property with CDBG funds during the reporting period:

11. Lump sum agreements

- A. Provide the name of the financial institution.**

The City of Buffalo had no outstanding CDBG lump sum agreements.

- B. Provide the date the funds were deposited.**

The City of Buffalo had no outstanding CDBG lump sum agreements.

- C. Provide the date the use of funds commenced.**

The City of Buffalo had no outstanding CDBG lump sum agreements.

- D. Provide the percentage of funds disbursed within 180 days of deposit in the institution.**

The City of Buffalo had no outstanding CDBG lump sum agreements.

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

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

Single Family Rehabilitation – 55 units completed
Multi-Family Rehabilitation - 67 units completed

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

\$442,507.00 was expended for Single Family Rehabilitation activities and \$544,475.00 was expended for Multi Family Rehabilitation for a total of \$986,982.15.

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

The Emergency Rehab Assistance and Owner Occupied Rehab Assistance Programs were funded solely by either CDBG or HOME Grant dollars.

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

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

Neighborhood Revitalization Strategy Areas

The City and BURA obtained HUD's approval for the designation of a new Neighborhood Revitalization Strategy Area in its 2007-2008 Action Plan, the Mid City NRSA.

The **Neighborhood Revitalization Strategy Area** (NRSA) is a HUD-approved project area for redevelopment of a neighborhood using Community Development Block Grant (CDBG) funds in a concentrated area and provides special regulatory waivers for use of those of those funds:

- Ability to build housing for people with income in excess of the usual 80% median income limit;
- Ability to qualify economic development activities by low-mod area benefit, and
- Ability to conduct job training and other programs in this area with counting against HUD's public service cap.

The NRSA includes Hamlin Park, Cold Springs, Masten and a portion of the Fillmore-Leroy area, bounded on the north and east by Main Street, south by Best Street and west by the Kensington Expressway. This area was determined based on:

- HUD's requirement for a minimum of 70% low-moderate income residents,
- Other major key investments in this area:
 1. Artspace Lofts at 1219 Main Street at Coe – conversion of former Breitweiser Printing building into 24 artists' lofts and construction of 36 new rental residences using a \$1.1 million HOME grant which leveraged total project costs of over \$12 million dollars;
 2. Packard Building - conversion of the former automobile showroom and repair facility at 1325 Main Street at Riley producing 40 new mixed-income rental units with \$900,000 of HOME grant funds, NYS funding and tax credits with a total cost of over \$12 million dollars;
 3. Amherst Station Rental Housing at 2671 Main Street at Amherst - creating 19 units of affordable rental housing in a former warehouse using \$880,000 in HOME funds for a total investment of more than \$7.5 million dollars;
 4. Saint Martin Village at 536 Dodge Street - creating 60 units of affordable rental housing at the former German Catholic Orphanage site as part of a comprehensive adaptive reuse plan for the property. A total of \$2,420,000 in HOME funds leveraged an additional funding to ensure completion of the \$16,000,000 project.
 5. Bethel Community Development Corporation New Housing Program - residential construction in the Cold Springs neighborhood, including completion of the Performing Arts New Housing project to construct 5 single family new homes using \$1.14 in HOME funds.
 6. East Side Housing – 29 newly constructed single-family residences for rent-to-own; completed with \$1,049,000 of HOME dollars, NYS funding and tax credits for a total investment of \$5,300,000.
- Assets in the area:
 1. Access to public transportation on Main Street, Jefferson, Amherst, Utica, and Best
 2. Access to retail on Main Street, Jefferson

3. Access to future jobs in the Medical Campus
4. Proximity to Canisius College

A. Describe progress for the program year

BURA and the City of Buffalo invested \$1.53 million dollars in housing in the NRSA over the past year, using a combination of HOME and CDBG dollars. This resulted in the repair or rehabilitation of 12 homes for low-moderate income families through the Emergency Assistance and CDBG-R Stimulus Programs (\$\$160,971); and the creation of six (6) new affordable rental units at the Second Chance Residences at 363 East Ferry. We see this as evidence of our continued commitment to the revitalization of this area.

The City of Buffalo's Department of Public Works has also invested \$1 million of capital funds for infrastructure improvements in this area in 2008 and 2009.

The City and BURA also invested \$500,000 in CDBG-R funding for sidewalks in the NRSA. Another \$400,000 of CDBG funds was allocated in 2011-2012 for infrastructure improvements.

The City/BURA invested \$326,800 in Year 37 CDBG funding for sidewalks in the NRSA.

LIVABLE COMMUNITIES AREAS AND MID-CITY NRSA

The City of Buffalo offers a variety of programs for the repair or construction of owner occupied or rental housing occupied by low-income residents. The following programs were provided to eligible households within the Livable Communities areas and the Mid-City NRSA.

Owner Occupied Housing Emergency Repair assistance to address the following conditions - break in the sanitary sewer line; break in the water service line; repair or replacement of a hazardous main electrical panel, service entrance and drop; reconstruction or removal of a chimney in imminent danger of collapse; installation of a water meter and connection to existing water lines as required by the Department of Public Works; repair or replacement of defective heating systems or system components; repair or replacement of hot water tanks or system components; and for owners who are elderly, disabled, or very low income - repair or replacement of a roof system (main structural supports i.e. rafters, ridge board, etc. sheathing, roof covering, flashings, overhang/eave system, and any gutters or conductors). Twelve (12) owners were assisted through this program using \$160,971 in CDBG and CDBG-R funding.

CHDO Acquisition / Rehab / Resale projects provide for the total renovation of vacant structures by our community based partners to be sold to qualifying low-income purchasers at affordable prices. Development and purchase subsidies are provided through the HOME Program. One (1) low income homebuyer achieved the American Dream following the investment of CHDO Proceeds for the total rehab and lead abatement of a single family home in the Fillmore Leroy CCE area.

Multi-family Rental Housing Development provides for the renovation, construction or conversion of commercial structures to provide affordable rental housing for low income tenants. The construction of six 3-BR townhouse style units at 363 East Ferry provided opportunities for six families to improve their housing circumstances and created a significant visual impact at a highly visible location HOME funds of \$1,392,090 supported this project to provide eleven (11) HOME-assisted units.

Specific Programs Planned or Completed in the NRSA

- Block-by-Block –Prior year NYS grant award for \$1.5 million being leveraged with HOME funds and private mortgages; construction to begin late Summer 2012
 - Owner-Occupied Rehab project – 48 units
 - Acquisition/Rehab/Resale – 10 units (5 doubles)
- Bethel Cold Springs New Housing Phase 1 – completed 8 new single-family homes with \$1.17 million of HOME funds;
- Bethel Cold Springs New Housing Phase 2 – 7 new single-family homes with construction costs of \$1.16 million; 7 homes constructed and sold to date;
- Bethel Cold Springs New Housing Phase 3 – 5 new single family homes currently under construction being financed with proceeds from the sales of Bethel 1 and 2 homes;
- Bethel Performing Arts New Housing – 5 new single family homes under construction on Woodlawn & Michigan near the Performing Arts High School - \$1.1 million HOME funds;
- Bethel CDC rehab of an existing home at 121 Woodlawn - completed and sold to a low income homebuyer - \$112,000 of HOME funds.
- East Side Housing – 29 newly constructed single-family residences for rent-to-own; completed with \$1,049,000 of HOME dollars, NYS funding and tax credits for a total investment of \$5,300,000.
- \$1.5 million of CDBG-R funds approved for infrastructure improvements – streets, sidewalks, lighting, trees, etc. (must coordinate with DPW)
- Neighborhood Stabilization Program I – the City has received \$2.7 million of funds under this grant program which includes funding for the NRSA. This project is designed to demolish 50 residential structures and rehabilitate eight more, mostly in the NRSA.
- \$326,800 of Year 37 CDBG funds for sidewalk improvements.

Future Projects

1. NRSA Jobs Program – using faith-based partners to recruit individuals for rehabilitation training and jobs; will link graduates to our Section 3 projects. We will work with Bethel CDC and other local churches to develop lists of potential candidates.
2. Possible use of future RESTORE NY funds for revitalizing housing for those whose income exceeds HUD's low-income requirements. Restore NY does not have income limits, as does CDBG. Have made inquiries of City officials who seem receptive to the possibility.
3. Working with the community to foster further investments – meetings with LISC, Buffalo Reuse, Belmont Shelter, Bethel CDC and other interested parties to further development in the area east of Artspace. Artspace is a magnet for a new generation of city dwellers interested in the arts and we will concentrate efforts here

under a new planning initiative that takes into account existing residents, vacant space and land utilization.

Under the leadership of the Executive Director of the Office of Strategic Planning and working with the Commissioner of Permits, & Inspection Services, the City is working to bring together the various divisions and departments who can contribute to the solutions. Staff from the following areas are collaborating to address shared concerns -

- Permits and Inspections Services,
- Planning,
- Housing and Neighborhood Development,
- Economic Development,
- Public Works and
- Law

The City and BURA have begun mapping targeted neighborhoods (such as the NRSA) with information including:

- Planned rehabs
- Utility, sewer and repaving work

We will layer in the private sector's projects through our neighborhood Area Planning Efforts such as 4 neighborhoods 1 community plan in and around the Medical Campus.

In these planning discussions we'll add the private sector's projected developments and work to link them to neighborhood well being and revitalization through actions such as -

- **Job internships for neighborhood youth**

A summer youth initiative will engage some neighborhood youth sponsored by the Medical campus to assist in this kind of planning, coordination and neighborhood improvement.

- **Recruitment and training of neighborhood adults.**

The medical campus will add 3,000 jobs in the next two years.

- **Home ownership stipends for Medical campus personnel** to live close to work.
- **Neighborhood business opportunities** to provide services and amenities to the growing market of Medical campus staff and visitors.
- And other such linkages.

This approach is a template for future such plans elsewhere in the city.

We are undertaking a revamp of the 50 year old zoning code. It will help us address vacant properties by reducing the red tape in reuse of the properties for new uses some of which were not contemplated in the old zoning.—such as community gardens, homesteading or assembly of parcels for larger projects. It will also update old urban renewal plans with current data.

What's still needed

1. Legal or regulatory changes that would enable the city to more easily and cost-effectively convey properties to those who would reuse the buildings or the property. In conjunction with the City's Law Department we have researched this issue. In conjunction with the Town of Cheektowaga, we have applied for, and received, a Neighborhood Stabilization Program grant for use in developing a land bank for properties in our targeted areas – one of which is the Mid-City NRSA.

2. More information would help. Better and timelier assessor data would benefit everyone who wants to target parcels for reuse. We have supported applications to national funders who might help with this. As part of the land bank activity discussed above, the City of Buffalo has begun implementation of a Real Property Information System which will enable us to include data on vacant and improved sites, add qualitative data such as vacancies, property conditions, etc., thus enabling additional information needed to assess areas for stabilization, target dollars, and design appropriate strategies for each neighborhood. The City of Buffalo has allocated \$300,000 of New York State efficiency grant dollars for this purpose and we have received an additional \$100,000 from our NSP I grant to supplement the funding already allocated.

3. More funding.

- HUD allocations continue to be cut every year from Washington—the primary source for housing funds.
- We identified potential foundation sources for demolition money—because few other sources will fund this necessity. They did not fund our requests.

Federal Enterprise Community

The City of Buffalo’s formal Federal Enterprise Community (EC) designation ended during Program Year 31, at the end of 2004. 16 of the 17 EC implementation plan initiatives were completed, but activities associated with one initiative, the New Buffalo Loan Fund Initiative, will be ongoing. The Table below summarizes program results for all of the Buffalo Enterprise Community’s initiatives as of December 31, 2008.

Federal Enterprise Community of Buffalo, Inc.

**SUMMARY OF INITIATIVE RESULTS
Through December 31, 2008**

INITIATIVE & FEC GRANT AMOUNT	PROJECTED RESULTS	ACTUAL RESULTS THROUGH 12/31/08
	<u>COMPLETE INITIATIVES</u>	
MAP Food Ventures \$100,000	1 job training program 30 residents trained 20 residents self employed	1 87 52
William Gaiter Parkway \$1,000,000	25 businesses assisted 15 businesses receiving technical assistance 200 jobs created or retained	20 11 204
Tops Supermarket, Niagara Street, expansion \$1,000,000	10 full time jobs will be created 35 part time jobs will be created 32 full time jobs will be retained 80 part time jobs will be retained	4 56 34 74
Construction Trades Training/ Family Preservation Center (Hispanics United of Buffalo) \$173,395	1 job training program 16 residents trained 14 residents placed in jobs 1 job match program 11 residents placed in jobs 12 residents enrolled in GED program Construction of Family Pres. Ctr.	1 18 11 0 11 12 1
Coalition for Employment and Economic Development (CEED) \$93,563	1 job match program 75 residents participating 50 residents placed in jobs	1 85 51
Community Economic Development Initiatives (CEDI) \$565,000	1 job match program 175 residents placed in jobs 150 jobs created or retained	1 175 885
Mayor’s Impact Team \$168,299	Clean up and beautify 15 neighborhoods EC residents served	425 2,410
Towne Gardens Retail Incubator \$160,000	5 businesses assisted 5 businesses receiving technical assistance 5 jobs created or retained	5 5 8
Gang Suppression Unit \$200,000	200 residents served	221

INITIATIVE & FEC GRANT AMOUNT	PROJECTED RESULTS	ACTUAL RESULTS THROUGH 12/31/08
Commercial infrastructure \$500,000	Improvement of 5 streets	5
International Teleport Study \$5,000	1 Teleport study	1
South Buffalo Community Association \$57,128	Expanded human services to 50 residents	74
Neighborhood Matching Fund \$144,494	75 neighborhood improvement projects	75
Community Schools \$235,717	500 human services to residents	850
Homeownership Zone \$200,000	1218 new units started 1218 new unites completed 344 residents served	169 142 142
Temple Community Development District Master Plan \$41,900	1 detailed blueprint for revitalization of the neighborhood	1
	<u>ACTIVE INITIATIVES</u>	
New Buffalo Loan Fund \$660,767	10 businesses assisted	1
Administration \$589,474		
TOTAL \$5,894,737		

There was no additional activity during the reporting year. This program ended on December 31, 2009. The City is working to close out this program.

ANTIPOVERTY STRATEGY (ECONOMIC DEVELOPMENT AND JOB CREATION)

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

Economic Development and Job Creation

Job creation and economic development is key to ending poverty for all levels of society. The City is developing an economic development strategy centered on job creation and invigorating small, women and minority-owned businesses. This past year, a total of 7 FT and 18 PT Jobs were created of which 5 FT and 14 PT Jobs were held by low to moderate-income persons. The legal process for the dissolution of the Buffalo Economic Renaissance Corporation continued during the program year and as of the end of the period was not finalized.

The City of Buffalo's Urban Renewal Agency (BURA) will carry out programs that will facilitate business expansion and attraction, expedite preferred economic development projects, and provide low-interest loans and other incentive programs to businesses in the City of Buffalo. In response to a request for proposal that was issued in the prior year, BURA contracted with the New York Business Development Corporation (NYBDC) to obtain the services of an Economic Development Loan Manager to manage all portions of the City of Buffalo Economic Development Program. NYBDC and BURA developed a loan policy and procedures manual which establishes written policies and procedures for the implementation and operation of the Loan Program. The loan policy details policies and procedures relating to origination, eligibility, processing, loan approval, loan funding, billing, loan servicing and collection staying consistent with the established goals for the Loan Program as follows:

- a) Expand access to capital for small businesses in the City of Buffalo
- b) Promote opportunity for small business with particular emphasis on the underserved minority- and woman-owned businesses
- c) Create and retain jobs
- d) Promote the use of technical assistance providers to enhance success and opportunity
- e) Improve loan portfolio performance
- f) Develop neighborhoods
- g) Limit loan losses to 5% of the loan portfolio
- h) Promote access to on-going technical assistance
- i) Conduct a site visit with each borrower annually
- j) Seek continuous improvement of the Loan Program and the identification of such additional goals and objectives and may be consistent with and effective and meaningful implementation of the Loan program

The loan policy & procedures manual was also reviewed and approved by HUD.

Development of New Façade Program

During the program year, BURA staff worked on the development of a new façade program to provide matching grant funds for targeted business corridors located in distressed

communities. In order to stabilize and/or revitalize commercial corridors in distressed areas, a very visible public investment must be made to create a level of confidence for existing business and building owners and to encourage private investment to take place. The façade program can accomplish this through funding for the removal and/or replacement of deteriorating awnings and signage, repair and/or replacement of broken doors and/or windows and frames, scraping and painting of building facades and installation of security systems to better secure their businesses. This program can also aid in the creation and retention of jobs for low to moderate income residents in distressed neighborhoods, as well as the expansions of neighborhood businesses. BURA staff is currently working on issuing the request for proposals for this new program.

Development of a Commercial Corridor Improvement Program

During the program year, BURA staff worked on the development of a comprehensive program that will incentivize neighborhood commercial corridors to create business associations. This program will equip neighborhood businesses with the tools to improve the vitality of their business district. The program will provide businesses in low to moderate income neighborhoods with training to improve leadership skills, improve marketing for the commercial corridor and individual businesses, exterior and interior design and improvements, merchandising, market analysis coordinating with surrounding residents, preservation and overall economic development. The program will be deeply rooted in empowering neighborhood business districts to become successful, self sustainable corridors.

A successful program will increase the number and quality of jobs created, decrease the number of vacant storefronts, encourage private investment and business expansions, encourage constructive community relationships, improve the perception of the business corridor and improve security and attractiveness of distressed neighborhood business corridors.

Neighborhood Commercial Development - Broadway Market

Famed for its ethnic old world shopping atmosphere, the Broadway Market's fresh food merchant base is comprised of family-owned, family-operated butcher shops, poultry stands, fruit/vegetable stands and bakeries. The Market features candy shops, delis, and restaurants. There are also assorted sundry shops and service centers which serve the Broadway-Fillmore neighborhood.

The Market has struggled over the years to find a niche in a time of growing suburbanization, commercial groceries and changing neighborhood demographics. As many Polish-Americans families moved to the suburbs, their place was taken first by African-Americans and most recently by immigrants from Iraq, Somalia, Bosnia, Rwanda, and Vietnam. BURA and OSP staff recognizes the importance of bringing in a variety of vendors to the market to address the needs of the surrounding neighborhood.

BURA staff has been successful in adding five (5) food related businesses into the Broadway Market. During this time frame two new businesses opened including a Halal Meat Market and a take-out restaurant; a seven year market fish vendor expanded his business and opened a second stand that sells meats and poultry. Also, a seasonal vendor has decided to move her production part of the company into the market. She will be producing her product and selling from the market. In addition, a local producer of jams and jellies business has located the distribution portion of the business into the Broadway Market. Finally, during this time frame a restaurant featuring Middle Eastern cuisine is in the planning stages.

BURA OSP staff also provided technical assistance to eight (8) Market tenants and was involved in implementing strategies that will benefit the businesses located in the Broadway Market. BURA OSP staff also brought in over sixty seasonal vendors for different festivals held in the market. Each of these vendors is a small business in their own right.

The Broadway Market is located in a neighborhood (Broadway-Fillmore) that encounters numerous challenges for food security – high rates of poverty (82% of the individuals living around the market are low-moderate income), substantial number of single-headed families (66.3%) and low levels of income (\$17,582 compared to \$24,336 city-wide). The obesity rate in the Broadway-Fillmore neighborhood is 43.5 % versus 22.8% for Erie County (2005 WNY Public Health Alliance’s Health Risk Assessment).

Contributing to the higher rates of obesity in East Buffalo appears to be accessibility to retail establishments for healthy food shopping according to a University of Buffalo study of the health status of East Buffalo. This study found that 45% of households have no vehicle available to them compared to 31% for the City of Buffalo. Traveling to and from East Buffalo on public transportation to shop at a major food store located outside of the neighborhood typically involves changing buses four times and a travel time of at least one hour and twenty minutes. A consequence of this transportation barrier is infrequent purchasing of fresh and perishable foods.

The Broadway Market is one of the only assets within this community and provides a place for low-moderate income persons residing in the neighborhood to have access to healthy foods and produce.

Empire Zone

The 2010 Business Annual Report was sent to 566 Empire Zone Certified businesses. Twenty Empire Zone companies were assisted with technical assistance.

In addition, twelve small businesses were assisted with City of Buffalo licensing processes, lending options and zoning issues if applicable. Ten larger companies were met with to discuss company needs in terms of work force development, available loan & grants and applicable tax incentives.

The City also supports its coveted medical campus, which has 100 acres of world-class urban medical campus research facilities.

Business Incubators

Buffalo Free Trade Complex – Eight (8) businesses utilize office and production space, currently there is one vacancy. These companies employ a total of 140 full-time and 20 part-time employees. The original job goals for the project have been achieved and the project is completed from a National Objective perspective.

Can-Am Building – 75% occupied with seven (7) businesses utilizing office and production space. Approximately 65 full-time and 7 part-time persons are employed at this incubator. Currently, there are six vacant spaces. The original job goals for the project have been achieved and the project is completed from a National Objective perspective.

River Rock Industrial Incubator – 87% occupied with five (5) businesses utilizing office and storage space. Currently there is one vacancy. Current employment includes 40 full-time and 14 part time jobs. The original job goals for the project have been achieved and the project is completed from a National Objective perspective.

William Gaiter Small Business Center – 40% occupied by two (2) businesses, currently there are three vacancies. Current employment is 6 full-time and 1 part-time jobs. The project's National Objective has been achieved and the project is completed.

Beverly A. Gray Business Incubator (former E. Utica Library) – This business incubator building is 100% complete. The facility will be 7,500 feet in size and will accommodate 8 new start up businesses.

The goal of the Beverly A. Gray Business Incubator is to provide space for small community businesses at an affordable rate. The Incubator will also give community businesses access to business services and the technical assistance necessary to operate a successful business. The Incubator will serve as a “one-stop shop” for neighborhood businesses on Buffalo's East side to receive technical assistance and business counseling.

The marketing plan to generate tenant interest will include an open house/showing to give businesses and potential businesses an opportunity to view the facility. Applications will be provided at the open house for interested businesses. The plan will include the participation of business assistance agencies on the lower level of the incubator, where they will host workshops and offer information on their services.

Jefferson Incubator Plaza

In an effort to revive the economy on Jefferson Avenue, in August 2006 construction was completed on the Jefferson Retail Plaza located at 1300 Jefferson Avenue. The Jeremiah Partnership collaborated with BERC to construct this 4,000 square foot facility in the heart of Jefferson Avenue.

M&T Bank and Mr. G's Fashion were the first tenants to occupy the Jefferson Retail Plaza and made the commitment because they understand a market opportunity is present. The commitments from these two tenants have helped boost business on Jefferson Avenue and more importantly provide a service to a community in need of retail. Additionally, the incubator will create critical mass infusing Jefferson with more economic life.

Market Arcade

CDBG, HUD Section 108 and related funding have resulted in the substantial completion of historic properties in the Downtown Entertainment (Theater District) Urban Renewal Area. This facility includes the Irish Classical Theater Company as well as 10 residential apartments. These once-vacant properties now house many businesses, cultural

organizations, arts and entertainment related organizations including the Market Arcade Film Center, Market Arcade Apartments, the Rotary Club of Buffalo, the Darwin Martin Restoration Corporation, Convention & Visitors Bureau, Buffalo Preservation Niagara, the Center for Exploratory and Photographic Arts (CEPA) and the Queen City Gallery.

Workforce Development

The Workforce development initiatives for the Mayor's Office of Strategic Planning provided technical assistance to Minority and Women Owned Companies. Several small businesses were provide with referrals through our network of employment & training partners in an effort to increase the employment opportunities for “at-risk” workforce participants of Buffalo. While working in collaboration with the Buffalo & Erie County Workforce Development Consortium staff and the Center for Employment Opportunities (CEO) small businesses were made aware of the pool of job ready re-entry workers that were available to them. They were also made aware how providing employment to the re-entry population assists in stabilizing families and communities.

Additionally, the Workforce development initiatives monitored the Youth Build job training program with approximately 40 youth participating in construction training and job readiness development activities. The goal is to place these young adults into unsubsidized employment related to their training, as well as, assist them in obtaining their high school diploma or GED in preparation for those entering post-secondary educational opportunities.

The Buffalo Employment and Training Center (BETC), through the Buffalo and Erie County Workforce Investment Board (WIB) operates a One Stop Career Center providing quality workforce development services for adults, youth, and businesses. Its objectives are to increase occupation and education skill attainment and employment for adults and youth residing in the City of Buffalo.

Re-Entry Initiative: The City of Buffalo is also committed to the successful acclimation of its recently released prisoners and parolees. In partnership with multi layered human service agencies, employment and training programs, businesses, and state agencies, the City of Buffalo Re-entry initiative is providing pre-release vocational assessments, post re-lease assessments, educational support, GED attainment, job skills training and career planning, employer matching, case management, referral and follow up services.

Office of Contract Compliance: The Office of Contract Compliance monitors “Section 3” program activities by providing training to those who are unemployed and under-employed in the field of construction for Buffalo Municipal Housing Authority housing residents. “Section 3” is a federal training program designed for the unemployed and underemployed. The office also monitors public works contracts of over \$100,000 to assure compliance with the city ordinance requiring that city contractors have an apprenticeship program for providing employment opportunity for entry-level positions for Section 3 clients and those participating in employment programs through the Buffalo Employment Training Center. The office coordinates the City of Buffalo and Erie County M/WBE Certification Program which seeks to increase the number of minority-owned and women- owned companies certified to do work with the City of Buffalo, City of Buffalo Sewer Authority, Buffalo Municipal Housing Authority, and Erie County. During the program year, 19 minority business enterprises and 23 women- owned business enterprises were certified. The office also administers the Community Development Block Grant (CDBG) program. Targeted to low and moderate income individuals, these funds are

provided to community organizations for a variety of programs and activities including literacy, housing employment, counseling, case management, preventative services, and health education and awareness.

The City of Buffalo is involved in a variety of programs focused on education, workforce development, and neighborhood stabilization that are designed to prevent, alleviate, and combat poverty.

Homeless Activities

BURA utilized \$705,483 in Emergency Shelter Grant (ESG) funds to provide a continuum of care for the prevention or care of those facing homelessness. We use preventive funds to provide legal services at the city's foreclosure auctions and for those facing eviction in Housing Court. We also provide rental and utility payments for victims of domestic violence or for those who have experienced a short-term sudden loss of income. We provide for extensive outreach to the homeless population in shelters, soup kitchens and street outreach to provide case management for the homeless to obtain the needed housing and benefits to keep them off the streets. We also provide operations funding for various shelters and transitional housing programs. BURA has also received \$6,594,081 under the Homeless Prevention Fund established under the American Recovery and Reinvestment Act of 2009. This program provided financial and other assistance to prevent individuals and families from becoming homeless and help those who are experiencing homelessness to be quickly re-housed and stabilized. The funds under this program are intended to target individuals and families who would be homeless but for this assistance. The funds provided for a variety of assistance, including: short-term or medium-term rental assistance and housing relocation and stabilization services, including such activities as mediation, security or utility deposits, utility payments, moving cost assistance, and case management.

HOPWA Activities

BURA utilized \$565,329 in Housing Opportunities for Persons with AIDS (HOPWA) funds to provide housing and case management for those with HIV/AIDS. It has been documented that if those with HIV/AIDS have stable housing, they are more likely to seek health care. Once the housing is stabilized, the case managers work with the clients towards better health care, employment, education, etc.

Education and Youth

The City has also developed educational programs for youth including the Mayor's Summer Reading Challenge. The program seeks to increase literacy skills for youth in grades Kindergarten through 12 by encouraging school age children to read during the summer vacation period. With the assistance of educators, a minimum of 7 books is selected based on the appropriate reading levels and a written summary is required upon completion. By participating in the program, youth maintain and enhance their vocabulary skills, writing, reading comprehension and literacy skills. Participants that complete the Reading Challenge are invited to a celebration where they receive a Certificate from the Mayor and are eligible to participate in a prize raffle. Over 1,400 children participated in the summer of 2011.

The Mayor's Summer Employment Program has placed nearly 15,000 youth between the ages of 14 - 21 in employment opportunities in the private, not for profit and government sectors since 2006. This program provides real employment experience and income thereby affording opportunities for youth to contribute to their educational and other expenses and to build qualifications for future careers. The youth participated in pre-employment skills training, financial literacy and life skills training.

Youth Counseling Program: The Department of Community Services and Recreational Programming offers free individual, group and family counseling to City of Buffalo youth between the ages of 7 and 20 who are displaying signs of at risk behavior. Many of these families are coping with an inordinate amount of financial stressors that ultimately weigh heavily upon youth. The Division of Youth also offers referrals to partner agencies to assist the youth and their families who are experiencing difficulties.

Anti-Crime Program: incorporates education, referral services and community mobilization as strategies to positively address youth crime prevention. This educational program is designed to assist youth in recognizing activities that constitute a crime and its consequences. Youth, parents and/or caregivers participate in the workshops.

Pathways Curfew Initiative: crime prevention and case management initiative focused on youth ages 11 – 18 that reside or attend school in some of Buffalo's poorest neighborhoods, zip codes 14211, 14214 and 14215. Through this program, youth who are identified in need of services and/or curfew violators are referred to a partner agency where case management is provided.

Code of Conduct: collaborative effort of the City of Buffalo Department of Community Services, Buffalo Police and Erie County Probation Department. The Code of Conduct program addresses the needs of at risk youth for violent behavior by promoting empathy toward victims and non-violent conflict resolution, providing information to increase self-awareness of warning signs of violent behavior, reviewing effective communication techniques, utilizing activities designed to foster norms against violent aggression, and encouraging alternative behaviors and a healthy lifestyle.

Youth Court: training program that combines youth leadership development with juvenile justice, involving youth in the community in the decision-making process for sanctioning their peers who have violated the rule of law or engaged in problem behavior. The program is a youth driven, voluntary alternative to traditional juvenile court and school disciplinary proceedings.

Buffalo Police Athletic League (PAL): is a City affiliated non-profit improves the immediate and future quality of life for the youth of our city and surrounding communities through educational, recreational, cultural, environmental, and prevention programming. PAL provides children with leadership, direction, and opportunity by affording them structured, supervised, and organized activities, opportunities, and programs in a climate which they can accomplish individual and common goals; enabling them to become responsible, successful adults.

Buffalo Leadershape AmeriCorps: In partnership with the Father Belle Center, this program places out of school young adults, ages 17 to 24 in a year of full-time rigorous service during which they work in diverse teams to address societal needs, particularly in schools and neighborhoods. These young leaders put their idealism to work as tutors and mentors to school children, reclaiming public spaces, and organizing after-school programs, school

vacation camps, and civic engagement programs for elementary, middle school, and high school students.

Neighborhood Stabilization

Weed and Seed is a Department of Justice Initiative granted to the City that helps communities in a targeted area remove crime and blight by introducing special federal and local law enforcement (weeding) followed by an intense neighborhood restoration and prevention/intervention regimen (seeding). The Buffalo Weed and Seed is now in its ninth year of operation and is currently operating two sites, in the East and West Sides of Buffalo. Both East and West Weed and Seed sites encompass the targeted CARE areas of Lower Niagara (West), Jefferson (East) and Fillmore-Leroy (East). Under the “weeding” strategy of this program, the City of Buffalo is conducting a predatory lending prevention program geared toward increasing the number of mortgages and business loans granted to residents citywide, with an emphasis on the West Side Target Area. This initiative is geared toward stabilizing residential areas and revitalizing commercial strips, while granting access to capital to impoverished residents. Additionally, the City of Buffalo’s Division of Citizen Services/Weed and Seed Initiative presents Your Money Counts Financial Literacy Workshops.

311 Call and Resolution Center: is tasked with providing Buffalo residents with access to city services, city information and non-emergency police services with the highest possible levels of customer service and satisfaction. With increased access to information, Citizens are empowered and take ownership of their neighborhoods and community ills because they feel they have the ability to get things done. In an effort to alleviate social problems and eliminate blight the services provided through the 311 Call and Resolution Center affords citizens an opportunity to be good stewards of their neighborhood and an avenue to inform city government of concerns to remedy. Through development of the 311 Knowledge Base, a mechanism of the Call Center with the ability to catalogue activities, as residents call in to report concerns they may also receive information and increase awareness on a variety of current events and undertakings occurring throughout the City of Buffalo, including programs they may access to help improve their standard of living.

Save Our Streets: The Justice Department’s Save Our Streets (SOS) program investigates illegal drug activity and uses city statutes and laws to evict tenants who are committing illegal acts from rental homes and works with homeowners to process evictions due to illegal or drug activity in residential properties. The City of Buffalo’s Save Our Streets Task Force also performs “Clean Sweeps” in conjunction with Buffalo Police and Federal Law enforcement aimed at targeting homes and streets where quality of life issues are being violated. Clean sweeps have been very successful in shutting down properties where drug activity occurs, identifying houses for demolition, baiting for rodents, removal of debris, handing out smoke detectors, and discovery of dangerous code violations. This task force is comprised of various law enforcement, private sector and government agencies throughout the region. Additionally, SOS offers free landlord training programs aimed at educating Landlords on their rights and finding out ways that would help them become better landlords, which would ultimately help to improve the housing stock and quality of life in the City of Buffalo.

Quick Response Teams: are dispatched as a first responder to quality of life issues throughout the City of Buffalo. The Clean & Seal Crew, of the Division of Citizen Services, cleans, secures, and boards up vacant homes and assists in vacant lot maintenance. The Mayor’s Impact Team (including staff from the Departments of Public Works; Economic Development, Permit & Inspection Services; Police; Buffalo Sewer Authority and the Division of Citizen Services) cleans properties along with numerous streets throughout the city each year, and

also serves orders to vacate for the City's Housing. Quick Response Teams also assist in the City's snow removal efforts, and maintain bridges, walkways and viaducts.

Demolitions: During the program year, \$3,911,841.24 was disbursed for 191 properties that were demolished and for environmental work - asbestos surveys & sampling as well as air sampling & monitoring.

Also during the program year, the city expended \$2,686,022.00 in Capital Bond Funds to do 112 demolitions/asbestos removals. Also, there were 25 demolitions/asbestos removals (\$500,000.00) with General Fund money. These demolitions address blight on a street-by-street basis and assist in improving neighborhoods throughout the city.

Office of Fair Housing: The City of Buffalo Fair Housing Office was established to assist individuals in securing the suitable housing accommodations of their choice and to eliminate impediments that lead to discrimination in housing. The City of Buffalo has taken direct actions to stem the practice of discrimination in housing by contracting with local Fair Housing Agencies that assist in our efforts to serve the local community with obtaining equal housing.

Better Schools Better Neighborhoods Demonstration Pilot Re-Development Pilot Project: This program incorporates targeted infrastructure, housing, economic, and other improvements and opportunities that improve quality of life in Community Development Block Grant neighborhoods.

Foreclosure Prevention Assistance: The city has also dedicated significant efforts toward keeping individuals and families in their homes, preventing homelessness and preserving this important personal asset. These efforts include foreclosure assistance (before the annual In Rem process), property tax rate reductions, intensive counseling, and financial literacy to help individuals successfully navigate the banking and regulatory systems.

Senior Assistance

The Office of Senior Services The office operates various senior centers that provide a nutritious meal to interested seniors 5 days per week throughout the City of Buffalo and coordinates the activities of the city's network of senior centers and provides information services to seniors through the publication of a monthly newsletter and other initiatives. The City of Buffalo also provides low cost medical transportation to and from local Doctors offices for senior citizens. This assistance allows several thousand Buffalo residents maintain medical assistance and health. The Office of Senior Services also provides grocery shopping assistance to city seniors who reside in local senior housing complexes. This service allows the senior to apply their resources to their needs as opposed to expensive transportation.

PART FIVE

ADDRESSING SPECIAL NEEDS OF NON-HOMELESS PERSONS

During the past program year, BURA worked to address the special needs of persons who are not homeless but require supportive housing through the Continuum Of Care strategy and through the Housing Opportunities for Persons with AIDS (HOPWA) Program. Continuum of Care is described in detail in Part Three of this CAPER. Year 37 HOPWA program activities are presented in the following section of this CAPER report.

SPECIFIC HOPWA OBJECTIVES

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives - Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:

A. That progress is being made toward meeting the HOPWA goal of providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive plan;

During Program Year 37, rental assistance, supportive services, and housing were provided to 189 individuals or families living with HIV/AIDS, using Housing Opportunities for Persons with AIDS (HOPWA) funds awarded to three agencies. The agency that operates a permanent housing facility has been at capacity all year.

For the vast majority of housing units supported, the type of support provided was rental assistance and/or short term/emergency housing payments provided to individuals and families affected by HIV/AIDS to prevent them from becoming homeless.

B. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;

BURA and partner agencies have allocated HOPWA funds at a 2:1 ratio of housing to services (includes PHP). If it were not for the allocation of HOPWA funds approximately 300 households in Erie and Niagara Counties would be on the brink of homeless or would be homeless.

C. That community partnerships between State and local governments and Community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;

BURA is working with the AIDS Network of Western New York on their Service Delivery Plan to avoid duplication of efforts. This Service Delivery Plan is then submitted to the New York State Health Dept. to be included in a statewide HIV/AIDS strategy.

D. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;

The reports from our partnering agencies, as shown below, show that other resources are being matched with HOPWA funding to provide an additional \$1.4 million in leveraged funding towards a comprehensive HIV/AIDS strategy.

E. That community strategies produce and support actual units of housing for persons living with HIV/AIDS;

143 households received assistance through the HOPWA program. These actions helped to prevent homelessness for persons living with AIDS.

F. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.

189 households received assistance through the HOPWA program. These actions helped to prevent homelessness for persons living with AIDS.

2. Grantee Narrative - Grantee and Community Overview

A. A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services

The Housing Opportunities for Persons with AIDS (HOPWA) program is a federal entitlement program, which distributes funds to eligible communities to assist persons living with AIDS, or persons who are HIV positive, and their families. Buffalo was allocated a total of \$567,151 for Program Year 37, BURA's tenth year as a HOPWA entitlement community. BURA is charged with the responsibility for administering the funds and providing for the housing needs of persons with AIDS for the Erie-Niagara County Region. BURA uses HOPWA funds directly or allocates HOPWA funds to local shelter providers and other social service providers within the two county areas of Erie and Niagara. HOPWA funds, in combination with matching funds and in-kind contributions obtained by project sponsors or sub-recipients from other sources are used for:

- housing information services;
- resource identification;
- acquisition, rehabilitation, conversion, lease and repair of facilities to provide housing and services;
- new construction;

- project-based or tenant-based rental assistance;
- short term rent, mortgage and utility payments to prevent homelessness;
- supportive services;
- operating costs for housing;
- technical assistance in establishing and operating a community residence; and
- administrative expenses

B. How grant management oversight of project sponsor activities is conducted and how project sponsors are selected

Grant management oversight of agencies provided with HOPWA funding to sponsor projects is conducted through Quarterly Activity Reports, a desk audit of payment requests, as well as site visits. The Activity Reports submitted by sponsoring agencies indicate numbers of people served by each project, ethnic and demographic breakdowns of people served, and monthly expenditures.

Program Reports submitted by each of the agencies sponsoring projects detail housing units supported, support services, and other program activities, as well as expenditures for those activities during the May 1, 2011 – April 30, 2012 reporting period (Program Year 37). The reports distinguish between program activities supported directly with HOPWA funds, and activities supported with matching resources, including cash and in-kind contributions. These reports, incorporated below into this CAPER, demonstrate that significant resources from a diverse range of sources were used in conjunction with HOPWA-funded activities. All of the HOPWA-funded agencies have developed strong collaborative efforts with related programs, including coordination with clients, advocates, AIDS drug assistance programs, homeless assistance programs, and other community efforts to assist persons living with HIV/AIDS and their families. This collaboration is also demonstrated by the agency reports that follow.

All funded HOPWA Agencies are on a two-year monitoring cycle unless our risk assessment indicates a need for more frequent monitoring.

C. A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS

The need for HOPWA-supported services in the City's Erie-Niagara County jurisdiction has been growing as the number of HIV-positive people has increased. According to the AIDS Network 2008-09 Service Delivery Plan, there are currently 3181 people in the two-county area who are known to be HIV-positive, and there are likely to be many more who are unaware that they are HIV-positive.

D. A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body.

As part of the selection process, a Request for Proposals (RFP) is made widely available in the HIV/AIDS community and the competitive grant process is held in conjunction with the CDBG and ESG Annual Action Plan Process.

- E. What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations**

See the Leveraged Funds portion of the CAPER report below.

- F. Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.**

In addition to the well-developed collaboration among agencies demonstrated by the Program Reports, a committee of the AIDS Network of WNY, which meets on a regular basis, provides some area-wide coordination among HOPWA-funded and other agencies serving the HIV/AIDS population. The efforts of this committee include input from AIDS patients and some input from the community. The Service Delivery Plan of the AIDS Network is forwarded to the New York State Health Dept for inclusion in a statewide report.

There are many strong community partnerships, and they are creating models and innovative strategies for providing housing and support services to people affected by HIV/AIDS.

3. Project Accomplishment Overview

- A. A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences**

AIDS Community operates a Tenant Based Rental Assistance program. The American Red Cross and Group Ministries operate STRMU and PHP programs. Benedict House is a facility for HIV/AIDS clients.

- B. The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds**

HOPWA funds have not been used for the creation, acquisition, rehabilitation or new construction of housing units.

- C. A brief description of any unique supportive service or other service delivery models or efforts**

None noted.

- D. Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational**

N/A

4. Barriers or Trends Overview

A. Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement.

As has been noted in previous reports, limited funds prevent us from accomplishing all that needs to be done. We also feel that more community planning will lead to better identification of beneficiary needs and allow us to better allocate the limited funds to accomplish more.

There remain a significant number of people in Erie and Niagara Counties that are not receiving the proper support services either because they are not aware of their HIV/AIDS status or fear of discrimination. The AIDS Network of WNY reports that 69% of individuals living with HIV/AIDS were not receiving primary medical care. They also report the need for recruitment and retention of experienced and culturally competent case managers and support staff.

As previously reported 95% of the housing stock in the City of Buffalo was built before 1978 with the median year being 1939. There are approximately 30,000 vacant, abandoned and blighted residential properties in the City of Buffalo. Low values and poor physical conditions of housing units makes it a challenge to maintain these homes, which leaves many of these housing units in disrepair and, in some cases, the units will be or have been demolished. There continues to be a need for lead safe, affordable, livable housing for all populations. The challenge is magnified for those living in poverty, facing mental health, substance abuse or HIV/AIDS related health issues.

Erie County Department of Social Services provides Benedict House with a daily reimbursement rate, on the condition that they accept only those residents who cannot live independently; this results in more aggressive screening and expedited discharge, thus keeping the agencies census low. Improvements to Medication/Treatment reactions have resulted in a decreased need for extended residency.

B. Trends you expect your community to face in meeting the needs of persons with HIV/AIDS

The largest group of persons with HIV/AIDS is single men and women, while an increasing number of households are single mothers with school-aged children. Adequate housing is a critical issue in stabilizing the health of persons with HIV/AIDS. It is also known that most persons with HIV/AIDS prefer to stay where they are living and pay more rent, if necessary, rather than share housing with someone else.

Evergreen Health Services/AIDS Community Services:

Continued increases in reported HIV infection contribute to a continually increasing consumer base and demand for services. Of note, since the implementation of the "20 Minute HIV Testing" technology, ACS has experienced a 500% increase in the numbers of those getting tested. Additionally, with the new Ora-Quick HIV Test, 100% of those tested get the results that day, while historically, up to 40% of those tested never returned for the results. This increase in HIV+ individuals needing services continues to build on waiting lists for services, particularly for the HOPWA housing program. ACS has reported waiting lists due to lack of sufficient funding for the past six years. There is clearly a demonstrated need for increased funding.

American Red Cross:

In the 2011-2012 contract year, the cost of utilities for individuals and families played a significant role in assisting clients. It is mandatory to apply for HEAP before a client can access HOPWA via the Red Cross.

Benedict House:

The criminal histories of residents cannot be understated and continues to be a concern of program sponsors. This is an absolute priority in developing programming as resident, staff and community safety is imperative. But these histories often result in frozen benefits, such as Welfare, Food Stamps, and Medicaid. Loss of these benefits is detrimental to the health of the resident and will result in financial losses to the program.

C. Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years.

There is a need for a formal community planning process that yields long-term strategies for providing services to persons with HIV/AIDS over the next 5-10 years.

5. Accomplishment Data

Performance Charts:

Measuring Performance Outcomes



Housing Opportunities for Persons with AIDS (HOPWA) Program

**The City of Buffalo, NY
2011-2012**

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

Final Released 1/12/12

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

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

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

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

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

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

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

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

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

“grassroots.”

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

HUD Funding → Grantee → Project Sponsor

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

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

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

HUD Funding → Grantee → Project Sponsor → Subrecipient

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

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

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

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

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

Part 1: Grantee Executive Summary

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

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

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

1. Grantee Information

HUD Grant Number NYH11-F004		Operating Year for this report From (mm/dd/yy) 5/1/11 To (mm/dd/yy) 4/30/12	
Grantee Name City of Buffalo			
Business Address		65 Niagara Square Room 315	
City, County, State, Zip	Buffalo	NY	14202
Employer Identification Number (EIN) or Tax Identification Number (TIN)		16-1030027	
DUN & Bradstreet Number (DUNs):		806872086	Central Contractor Registration (CCR): Is the grantee's CCR status currently active? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide CCR Number:
*Congressional District of Grantee's Business Address	27		
*Congressional District of Primary Service Area(s)	27 28		
*City(ies) and County(ies) of Primary Service Area(s)	Cities:		Counties: Erie Niagara
Organization's Website Address City-Buffalo.com		Is there a waiting list(s) for HOPWA Housing Subsidy Assistance Services in the Grantee service Area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section what services maintain a waiting list and how this list is administered.	

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

2. Project Sponsor Information

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

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

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

Project Sponsor Agency Name American Red Cross Buffalo Chapter		Parent Company Name, if applicable NA	
Name and Title of Contact at Project Sponsor Agency	Monica Brown, Director of HIV/AIDS Services		
Email Address	brwonmon@usa.redcross.org		
Business Address	786 Delaware Avenue		
City, County, State, Zip,	Buffalo NY Erie County 14209		
Phone Number (with area code)	(716) 878-2394		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	53-0196605	Fax Number (with area code) (716) 878-2220	
DUN & Bradstreet Number (DUNS):	080328669		
Congressional District of Project Sponsor's Business Address	28		
Congressional District(s) of Primary Service Area(s)	26, 27, 28		
City(ies) and County(ies) of Primary Service Area(s)	Cities: Buffalo, Erie County	Counties: Erie and Niagara	
Total HOPWA contract amount for this Organization for the operating year	\$176,459		
Organization's Website Address	www.buffaloredcross.org		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		Does your organization maintain a waiting list? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

Project Sponsor Agency Name Evergreen Health Services		Parent Company Name, if applicable Evergreen Association	
Name and Title of Contact at Project Sponsor Agency		Brian Planty, Director of Special Services	
Email Address		bplanty@evergreenhs.org	
Business Address		206 S. Elmwood Avenue	
City, County, State, Zip,		Buffalo NY Erie County 14201	
Phone Number (with area code)		(716) 847-2441	
Employer Identification Number (EIN) or Tax Identification Number (TIN)		16-1202971	Fax Number (with area code) (716) 847-0212
DUN & Bradstreet Number (DUNS):		118321967	
Congressional District of Project Sponsor's Business Address		26	
Congressional District(s) of Primary Service Area(s)		26, 27, 28	
City(ies) and County(ies) of Primary Service Area(s)		Cities: Buffalo, Erie County	Counties: Erie and Niagara
Total HOPWA contract amount for this Organization for the operating year		\$185,156	
Organization's Website Address		www.buffaloredcross.org	
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		Does your organization maintain a waiting list? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

Project Sponsor Agency Name Benedict House of WNY Inc.		Parent Company Name, if applicable NA	
Name and Title of Contact at Project Sponsor Agency		Diane Cummings Bennett, Executive Director	
Email Address		dbennett@benedichouse.org	
Business Address		2211 Main Street	
City, County, State, Zip,		Buffalo NY Erie County 14214	
Phone Number (with area code)		(716) 834-4940	
Employer Identification Number (EIN) or Tax Identification Number (TIN)		16-1311732	Fax Number (with area code) (716) 931-5353
DUN & Bradstreet Number (DUNS):		78197553	
Congressional District of Project Sponsor's Business Address		30	
Congressional District(s) of Primary Service Area(s)		26, 27, 28, 30	
City(ies) and County(ies) of Primary Service Area(s)		Cities: Buffalo, Erie County Niagara Falls, Niagara County Rochester, Monroe County	Counties: Erie, Niagara and Monroe
Total HOPWA contract amount for this Organization for the operating year		\$188,522	
Organization's Website Address		www.benedichouse.org	
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		Does your organization maintain a waiting list? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

3. Administrative Subrecipient Information

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

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

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

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

4. Program Subrecipient Information

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

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

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

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

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

5. Grantee Narrative and Performance Assessment

a. Grantee and Community Overview

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

Project Sponsor/ Subcontractor Name	Sub-Contract Amount	Address	City State	Zip	Contact Person	Phone	Primary Service or Site Information	Activity
AIDS Community Services	\$185,000	206 South Elmwood	Buffalo NY	14201	Brian Planty	716-847-0212	Erie and Niagara Counties	TBRA, STRMU and Support Services
Benedict House	\$188,522	2211 Main Street	Buffalo NY	14214	Diane Cummings Bennett	716-834-4940	Erie and Niagara Counties	Facility Based Housing
American Red Cross	\$176,459	786 Delaware Avenue	Buffalo NY	14209	Monica Brown	716-886-7500	Erie and Niagara Counties	TBRA, STRMU and Support Services

The American Red Cross (ARC) is known globally for its mission to improve the quality of human life, enhance self-reliance and concern for others; and help people avoid, prepare for and cope with emergencies. Locally, the American Red Cross, Serving Erie & Niagara Counties (ARC) is comprised of several departments that address community needs. Those departments are Emergency Services & Disaster, Senior Services and HIV Services. The agency currently has four programs under our HIV/AIDS Services Department to address the specific needs of people living with HIV/AIDS in our community. The Housing Opportunities for Persons with HIV/AIDS (HOPWA) program works closely in collaboration with the others to comprehensively address the HIV/AIDS epidemic in our community. The ARC is the New York State Department of Health AIDS Institute Regional Training Center which provides approximately 20 HIV related trainings to over 600 providers and consumers in Western New York yearly. These trainings provide enhanced education to the Program Coordinators, as well opportunities to network and promote the program. The agency also houses the Women's HIV/AIDS Prevention and Care Initiative Program (WPCIP), a team of enhanced outreach workers who canvas Buffalo's highest risk neighborhoods navigating clients into healthcare and testing. Lastly, the Ryan White Transportation Program (RWTP) provided medical related transportation services to over 206 people living with HIV/AIDS this year. The HOPWA coordinator is a member of this team, giving him access to many of his housing clients on a regular basis fostering a stronger connection with the clients and the ability to follow-up with them to make sure their needs are met. The benefits of having these programs housed under one agency are the ability to mutually refer between programs resulting in easier access for clients to receive multiple services. The program provided these services within Erie and Niagara counties from the agency headquarters located at 786 Delaware Avenue, Buffalo NY 14209 please visit www.buffaloredcross.org

Benedict House (BH) provides intensive permanent supportive housing services to persons living with AIDS who are homeless or unable to live alone due to the nature of their disease. Programming includes: private rooms, semi-private baths, security, case management, intensive supportive services 24/7, prepared meals and access to pantry and kitchen 24/7, crisis intervention, pastoral care services, supportive counseling, triage with medical and treatment providers, structured resident programming and support groups, medication prompting, security, peer support, medical transportation, multi-disciplinary case conferencing, laundry services, nutritional support, relaxing common areas, advocacy services, structured socialization and referrals for specialized medical and psychiatric care. In addition, we actively engage highly specialized primary care and treatment referrals. We served 46 individuals from Western New York (including Buffalo & Niagara Falls) during this contract period at our singular site: 2211 Main Street, Buffalo New York 14214 – please see www.benedicthouse.org.

Evergreen Health Services (EHS), Inc. is a nonprofit community-based organization committed to ending the HIV/AIDS epidemic and minimizing its effects in the eight counties of WNY. EHS is one of the largest, most comprehensive providers of HIV/AIDS care in the nation and was the first in NYS to open an HIV-specific medical practice onsite. EHS provides a

comprehensive service model that includes medical, supportive, and prevention services encouraging consumers to take responsibility for their health and quality of life. This approach is designed to treat the disease's physical symptoms but also to enhance an individual's self-sufficiency and self-esteem emphasizing quality of life as critical to both physical and emotional healing. EHS' volunteer Board of Directors guides the agency's growth to meet the increasingly complex challenges facing those affected by HIV/AIDS while ensuring fiscal stability of the agency. Today, EHS employs more than 130 dedicated individuals that serve over 1,600 men, women, children and families who are dealing with the consequences of HIV/AIDS. Ninety percent of our service population lives well below the federal poverty line and no one is ever denied services regardless of their financial situation. The EHS main headquarters and largest service site, The Evergreen Center of Excellence, is located at 206 South Elmwood Avenue at the corner of Chippewa in downtown Buffalo. www.aidscommunityservices.com

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.

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.

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.

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

1. The HOPWA Program met and exceeded all goals categorically for the program year. Project Sponsors largely provided thorough data for inclusion in this report. Program funds provided were utilized to support permanent housing, temporary housing assistance, supportive services and homeless prevention activities. Program activities and services were delivered primarily in Erie County. Niagara County is also served by this program funding through the Project Sponsors.
2. HOPWA Funded agencies reported that 92% of clients served have stable housing arrangements as a result of HOPWA assistance. 100% of clients served are receiving supportive services and follow up case management. Annual program monitoring is utilized to verify the reported percentages.
3. The City of Buffalo Urban Renewal Agency administers all federally funded Housing Assistance Programs through the Division of Residential Development. Homeownership programs, affordable rental rehabilitation and new construction, Emergency Shelter Grant services and the HOPWA Program are all under the umbrella of the Division of Residential Development. This foundational connection allows for immediate technical assistance and referrals between programs.

In addition, HOPWA Program agencies continue to reach consumers through established relationships with community based service organizations such as the AIDS Network of Western New York Case Management Committee, the Homeless Alliance of Western New York, the Western New York Coalition for the Homeless, Neighborhood Legal Services, Buffalo Municipal Housing Authority, the Buffalo City Mission, Housing Opportunities Made Equal (HOME), Belmont Housing Resources and Community Missions Inc.

4. In previous program years technical assistance training was provided by the City of Buffalo to funded HOPWA agencies to increase the accuracy of outputs being reported. On April 22, 2010 technical assistance training was conducted and the provision of reporting guidance remains an important focus for the City of Buffalo. The complexity of HOPWA CAPER reporting will continue to dictate that technical assistance training is provided on an annual or biannual basis.

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.

Western New York’s major socioeconomic challenges to accessing safe, affordable housing and healthcare include high poverty, joblessness, racially segregated communities and inclement weather. This high poverty continues to present barriers to individual residents and the larger community in accessing safe and affordable housing. As a result disparities in healthcare persist and impact the rate of HIV transmission, the individual’s ability to seek treatment, and disease progression. As of October 2009, the Western New York Region has 2,827 cumulative AIDS cases; with 139 HIV newly diagnosed cases– reaching another high for the past six years. Communities of color still represent 10% of the population of Western New York but account for 62% of the people reported living with HIV/AIDS (2009 AIDS Network of Western New York Data Collection Report). These existing issues continue to be exacerbated by the national recession taking place in the United States of America. It’s impact on employment and job losses have resulted in loss of income and insurance which directly impacts preventative care, testing and treatment. Clinics continue to close, especially those offering STD testing and treatment creates less access to care. Remaining clinics are left inadequately staffed to handle the increased demand for care. Some clients are unwilling to access service in these locations because they are too far away, especially when traveling in extreme temperatures. Many clinics are located in urban areas and are so widely accessed that people are afraid that they will run into people they know that will disclose their health issues to others in their community. These issues make outreach in these communities essential to the success of the HOPWA Program as lack of healthcare results in a higher rate of illness leaving residents unable to work and pay their bills. The ARC’s expertise in outreach and delivery of community services are widely known and respected in the WNY area. The American Red Cross brand is known nationally and locally as leaders in crisis response, community safety, and service delivery. This recognition provides us with a unique access into homes and communities to allow for effective linkages with community based providers.

This contract year presented new client challenges. Many client cases required double the amount of staff effort to process. Program participants presented greater needs and fewer resources. This grant year several clients required assistance that ultimately was created by sexual violence, hate crimes, and domestic violence cases. Several of our clients were facing eviction due to becoming ill, hospitalized and falling behind in rental arrears. There were several newly diagnosed individuals and families who were unfamiliar with the disease and managing their illness and finances. Of those newly diagnosed individuals many were unaware of how to navigate through the systems such as Erie County Department of Social Services or Social Security.

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

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.

The number of agencies providing services to persons living with HIV/AIDS in Western New York is dwindling rather quickly and dramatically. AIDS Community Services served the HIV community for more than 25 years and recently changed their name and focus (Evergreen Health Services) so that they can serve a broader client base; the AIDS Network of WNY, Inc. no longer has a contract with the NYS Department of Health and has transitioned to a volunteer agency; AIDS Family Services has become a volunteer based agency— with no public funding.

It seems that as HIV/AIDS becomes more of a chronic condition, the number of HIV/AIDS community providers had decreased. The greatest need is for enhanced supportive services for those who are living with this disease, especially for those who have a history of chronic homelessness. It seems that traditional supportive housing programs with a secondary focus on HIV/AIDS are likely suitable alternatives. These organizations have the experience necessary to develop with individuals the independent living skills required to address chronic homelessness.

As treatments for HIV/AIDS improve, there is a shift in the average age of PLWHA. In the coming years there will be significant implications on housing programs that provide housing and supportive services such as HOPWA.

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

None identified at this time. Local data is from 2009 and 2010. Updated information was not available through the NYS Department of Health.

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

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

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

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

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

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

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

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

1. Total number of households that have unmet housing subsidy assistance need.	13
--	----

2. From the total reported in Row 1, identify the number of households with unmet housing needs by type of housing subsidy assistance:	13
a. Tenant-Based Rental Assistance (TBRA)	
b. Short-Term Rent, Mortgage and Utility payments (STRMU)	0
• Assistance with rental costs	0
• Assistance with mortgage payments	0
• Assistance with utility costs.	0
c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities	0

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

X	= Data as reported in the area Consolidated Plan, e.g. Table 1B, CPMP charts, and related narratives
	= Data established by area HIV/AIDS housing planning and coordination efforts, e.g. Continuum of Care
	= Data from client information provided in Homeless Management Information Systems (HMIS)
	= 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.
	= Data from prisons or jails on persons being discharged with HIV/AIDS, if mandatory testing is conducted
	= Data from local Ryan White Planning Councils or reported in CARE Act Data Reports, e.g. number of clients with permanent housing
	= 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	\$270,000	Financial Assistance, Health and independent living skills development, Housing Placement and Referral Services	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Ryan White-Other	\$150,000	Transportation assistance to medical and related appointments	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Housing Choice Voucher Program			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Low Income Housing Tax Credit			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
HOME			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Shelter Plus Care			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Emergency Solutions Grant			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public: NYSDOHAI	\$193,735	Supportive Services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: NYSDOHAI	\$75,000	Training for Staff and Clients	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: HOPWA, NYS OTDA	\$111,120	TBRA, STRMU	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: NYS Supportive Housing (NYSSH)	\$88,400		<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: NYS Dept. of Health-Chronic Care	\$98,603		<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: Erie County Dept. of Social Services (ECDSS)	\$325,872		<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support

Private Funding			
Grants			<input type="checkbox"/> Housing <input type="checkbox"/> Subsidy Assistance <input type="checkbox"/> Other Support
In-kind Resources-Volunteer Hours @\$10/hour	\$10,000		<input type="checkbox"/> Housing <input type="checkbox"/> Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Private: Fundraising	\$31,316		<input type="checkbox"/> Housing <input type="checkbox"/> Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Private: Donations	\$49,217		<input type="checkbox"/> Housing <input type="checkbox"/> Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Funding			
Grantee/Project Sponsor/Subrecipient (Agency) Cash			<input type="checkbox"/> Housing <input type="checkbox"/> Subsidy Assistance <input type="checkbox"/> Other Support
Resident Rent Payments by Client to – Benedict House	\$120,533		
TOTAL (Sum of all Rows)	\$1,523,796		

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

Program Income and Resident Rent Payments Collected		Total Amount of Program Income (for this operating year)
1.	Program income (e.g. repayments)	\$799,180
2.	Resident Rent Payments made directly to HOPWA Program	\$120,533
3.	Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)	\$919,713

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.

Program Income and Resident Rent Payment Expended on HOPWA programs		Total Amount of Program Income Expended (for this operating year)
1.	Program Income and Resident Rent Payment Expended on Housing Subsidy Assistance costs	\$120,533
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	\$799,180
3.	Total Program Income Expended (Sum of Rows 1 and 2)	\$919,713

End of PART 2

PART 3: Accomplishment Data Planned Goal and Actual Outputs

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

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

1. HOPWA Performance Planned Goal and Actual Outputs

HOPWA Performance Planned Goal and Actual		[1] Output: Households				[2] Output: Funding	
		HOPWA Assistance		Leveraged Households		HOPWA Funds	
		a.	b.	c.	d.	e.	f.
		Goal	Actual	Goal	Actual	HOPWA Budget	HOPWA Actual
HOPWA Housing Subsidy Assistance		[1] Output: Households				[2] Output: Funding	
1.	Tenant-Based Rental Assistance	20	36			\$118,212	\$106,606
2a.	Permanent Housing Facilities: Received Operating Subsidies/Leased units (Households Served)						
2b.	Transitional/Short-term Facilities: Received Operating Subsidies/Leased units (Households Served) (Households Served)						
3a.	Permanent Housing Facilities: Capital Development Projects placed in service during the operating year (Households Served)						
3b.	Transitional/Short-term Facilities: Capital Development Projects placed in service during the operating year (Households Served)						
4.	Short-Term Rent, Mortgage and Utility Assistance	47	74			\$108,050	\$69,547.08
5.	Permanent Housing Placement Services	61	42			\$29,500	\$29,474.97
6.	Adjustments for duplication (subtract)		9				
7.	Total HOPWA Housing Subsidy Assistance (Columns a. – d. equal the sum of Rows 1-5 minus Row 6; Columns e. and f. equal the sum of Rows 1-5)	128	143			\$255,762	\$205,628.05
Housing Development (Construction and Stewardship of facility based housing)		[1] Output: Housing Units				[2] Output: Funding	
8.	Facility-based units; Capital Development Projects not yet opened (Housing Units)						
9.	Stewardship Units subject to 3 or 10 year use agreements						
10.	Total Housing Developed (Sum of Rows 78 & 9)						
Supportive Services		[1] Output Households				[2] Output: Funding	
11a.	Supportive Services provided by project sponsors/subrecipient that also delivered HOPWA housing subsidy assistance	123	119			\$87,785	\$87,731
11b.	Supportive Services provided by project sponsors/subrecipient that only provided supportive services.	60	61			\$188,522	\$188,522
12.	Adjustment for duplication (subtract)						
13.	Total Supportive Services (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.)	183	180			\$276,307	\$276,253
Housing Information Services		[1] Output Households				[2] Output: Funding	
14.	Housing Information Services						
15.	Total Housing Information Services						

Grant Administration and Other Activities		[1] Output Households				[2] Output: Funding	
16.	Resource Identification to establish, coordinate and develop housing assistance resources						
17.	Technical Assistance (if approved in grant agreement)						
18.	Grantee Administration (maximum 3% of total HOPWA grant)						
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					\$17,912	\$17,911.97
20.	Total Grant Administration and Other Activities (Sum of Rows 16 – 19)					\$17,912	\$17,911.97
Total Expended						[2] Outputs: HOPWA Funds Expended	
						Budget	Actual
21.	Total Expenditures for program year (Sum of Rows 7, 10, 13, 15, and 20)					\$549,981	\$499,793.02

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	35	\$14,998.50
3.	Case management	180	\$111,369.88
4.	Child care and other child services		
5.	Education		
6.	Employment assistance and training		
7.	Health/medical/intensive care services, if approved Note: Client records must conform with 24 CFR §574.310		
8.	Legal services		
9.	Life skills management (outside of case management)	46	\$25,387.43
10.	Meals/nutritional services	46	\$39,739.01
11.	Mental health services	44	\$21,723.33
12.	Outreach		
13.	Transportation	46	\$16,501.91
14.	Other Activity (if approved in grant agreement). Specify: property maintenance, housekeeping; landlord svcs.	46	\$46,532.94
15.	Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)	443	
16.	Adjustment for Duplication (subtract)	397	
17.	TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)	180	\$276,253

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

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

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

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

Housing Subsidy Assistance Categories (STRMU)		[1] Output: Number of Households Served	[2] Output: Total HOPWA Funds Expended on STRMU during Operating Year
a.	Total Short-term mortgage, rent and/or utility (STRMU) assistance	74	\$69,547.08
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.	3	\$6,508.75
c.	Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs.	4	\$4,276.31
d.	Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.	50	\$49,836.50
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.	8	\$5,040.53
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.	9	\$3,884.99
g.	Direct program delivery costs (e.g., program operations staff time)		\$41,323.30

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	36	27	1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing		<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing	4	<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy	5	
			6 Institution		<i>Unstable Arrangements</i>
			7 Jail/Prison		
			8 Disconnected/Unknown		
			9 Death		<i>Life Event</i>
Permanent Supportive Housing Facilities/ Units			1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing		<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing		<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		<i>Unstable Arrangements</i>
			7 Jail/Prison		
			8 Disconnected/Unknown		
			9 Death		<i>Life Event</i>

B. Transitional Housing Assistance

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

B1: Total number of households receiving transitional/short-term housing assistance whose tenure exceeded 24 months	
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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
74	Maintain Private Housing without subsidy <i>(e.g. Assistance provided/completed and client is stable, not likely to seek additional support)</i>	73	<i>Stable/Permanent Housing (PH)</i>
	Other Private Housing without subsidy <i>(e.g. client switched housing units and is now stable, not likely to seek additional support)</i>		
	Other HOPWA Housing Subsidy Assistance		
	Other Housing Subsidy (PH)		
	Institution <i>(e.g. residential and long-term care)</i>		
	Likely that additional STRMU is needed to maintain current housing arrangements		<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
	Transitional Facilities/Short-term <i>(e.g. temporary or transitional arrangement)</i>		
	Temporary/Non-Permanent Housing arrangement <i>(e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days)</i>		
	Emergency Shelter/street	1	<i>Unstable Arrangements</i>
	Jail/Prison		
	Disconnected		
	Death		<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).			19
1b. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the two prior operating years (e.g. households that received STRMU assistance in three consecutive operating years).			10

Section 3. HOPWA Outcomes on Access to Care and Support

1a. Total Number of Households

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

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

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

Total Number of Households	
1. For Project Sponsors/Subrecipients that provided HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded services:	
a. Housing Subsidy Assistance (duplicated)-TBRA, STRMU, PHP, Facility-Based Housing, and Master Leasing	152
b. Case Management	12
c. Adjustment for duplication (subtraction)	21
d. Total Households Served by Project Sponsors/Subrecipients with Housing Subsidy Assistance (Sum of Rows a.b. minus Row c.)	143
2. For Project Sponsors/Subrecipients did NOT provide HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded service:	
a. HOPWA Case Management	68
b. Total Households Served by Project Sponsors/Subrecipients without Housing Subsidy Assistance	68

1b. Status of Households Accessing Care and Support

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

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

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

Categories of Services Accessed	[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:	Outcome Indicator
1. Has a housing plan for maintaining or establishing stable on-going housing	143	61	<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)	143	61	<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	143	61	<i>Access to Health Care</i>
4. Accessed and maintained medical insurance/assistance	143	61	<i>Access to Health Care</i>
5. Successfully accessed or maintained qualification for sources of income	136	61	<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"> • MEDICAID Health Insurance Program, or use local program name • MEDICARE Health Insurance Program, or use local program name 	<ul style="list-style-type: none"> • Veterans Affairs Medical Services • AIDS Drug Assistance Program (ADAP) • State Children’s Health Insurance Program (SCHIP), or use local program name 	<ul style="list-style-type: none"> • Ryan White-funded Medical or Dental Assistance
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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"> • Earned Income • Veteran’s Pension • Unemployment Insurance • Pension from Former Job • Supplemental Security Income (SSI) 	<ul style="list-style-type: none"> • Child Support • Social Security Disability Income (SSDI) • Alimony or other Spousal Support • Veteran’s Disability Payment • Retirement Income from Social Security • Worker’s Compensation 	<ul style="list-style-type: none"> • General Assistance (GA), or use local program name • Private Disability Insurance • Temporary Assistance for Needy Families (TANF) • Other Income Sources
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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		2 are receiving VESID Stipends

End of PART 4

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

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

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

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
If the site is not confidential: Please provide the contact information, phone, email address/location, if business address is different from facility address	

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

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

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

End of PART 6

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

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

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

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

Individuals Served with Housing Subsidy Assistance	Total
Number of individuals with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance.	143

Chart b. Prior Living Situation

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

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

Category		Total HOPWA Eligible Individuals Receiving Housing Subsidy Assistance
1.	<u>Continuing</u> to receive HOPWA support from the prior operating year	42
New Individuals who received HOPWA Housing Subsidy Assistance support during Operating Year		
2.	Place not meant for human habitation (such as a vehicle, abandoned building, bus/train/subway station/airport, or outside)	2
3.	Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	7
4.	Transitional housing for homeless persons	
5.	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)	9
6.	Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	
7.	Psychiatric hospital or other psychiatric facility	1
8.	Substance abuse treatment facility or detox center	
9.	Hospital (non-psychiatric facility)	
10.	Foster care home or foster care group home	
11.	Jail, prison or juvenile detention facility	1
12.	Rented room, apartment, or house	73
13.	House you own	7
14.	Staying or living in someone else's (family and friends) room, apartment, or house	6
15.	Hotel or motel paid for without emergency shelter voucher	2
16.	Other	2
17.	Don't Know or Refused	
18.	TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)	143

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		

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.)	143
2. Number of ALL other persons diagnosed as HIV positive who reside with the HOPWA eligible individuals identified in Row 1 and who benefitted from the HOPWA housing subsidy assistance	7
3. Number of ALL other persons NOT diagnosed as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefitted from the HOPWA housing subsidy	109
4. TOTAL number of ALL <u>beneficiaries</u> served with Housing Subsidy Assistance (Sum of Rows 1,2, & 3)	259

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.

HOPWA Eligible Individuals (Chart a, Row 1)						
		A.	B.	C.	D.	E.
		Male	Female	Transgender M to F	Transgender F to M	TOTAL (Sum of Columns A-D)
1.	Under 18	2	0	0	0	2
2.	18 to 30 years	8	12	0	0	20
3.	31 to 50 years	42	37	2	0	81
4.	51 years and Older	26	14	0	0	40
5.	Subtotal (Sum of Rows 1-4)	78	63	2	0	143
All Other Beneficiaries (Chart a, Rows 2 and 3)						
		A.	B.	C.	D.	E.
		Male	Female	Transgender M to F	Transgender F to M	TOTAL (Sum of Columns A-D)
6.	Under 18	27	43	0	0	70
7.	18 to 30 years	12	10	0	0	22
8.	31 to 50 years	9	11	0	0	20
9.	51 years and Older	3	1	0	0	04
10.	Subtotal (Sum of Rows 6-9)	51	65	0	0	116
Total Beneficiaries (Chart a, Row 4)						
11.	TOTAL (Sum of Rows 5 & 10)	157	140	8	0	259

c. Race and Ethnicity*

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

Category		HOPWA Eligible Individuals		All Other Beneficiaries	
		[A] Race [all individuals reported in Section 2, Chart a., Row 1]	[B] Ethnicity [Also identified as Hispanic or Latino]	[C] Race [total of individuals reported in Section 2, Chart a., Rows 2 & 3]	[D] Ethnicity [Also identified as Hispanic or Latino]
1.	American Indian/Alaskan Native				
2.	Asian	3		1	
3.	Black/African American	91	11	73	10
4.	Native Hawaiian/Other Pacific Islander				
5.	White	44	11	19	8
6.	American Indian/Alaskan Native & White				
7.	Asian & White				
8.	Black/African American & White	2		6	
9.	American Indian/Alaskan Native & Black/African American				
10.	Other Multi-Racial	10	7	10	8
11.	Column Totals (Sum of Rows 1-10)	150	29	109	26
Data Check: Sum of Row 11 Column A and Row 11 Column C equals the total number HOPWA Beneficiaries reported in Part 3A, Section 2, Chart a., Row 4.					

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

Section 3. Households

Household Area Median Income

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

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

Note: Refer to http://www.huduser.org/portal/datasets/il/il2010/select_Geography_mfi.odn 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)	133
2.	31-50% of area median income (very low)	10
3.	51-80% of area median income (low)	0
4.	Total (Sum of Rows 1-3)	143

Part 7: Summary Overview of Grant Activities

B. Facility-Based Housing Assistance

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

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

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

1. Project Sponsor/Subrecipient Agency Name (Required)

--

2. Capital Development

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

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

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

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

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

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

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

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

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

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

3a. Check one only

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

3b. Type of Facility

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

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

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

4. Households and Housing Expenditures

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

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



Housing Opportunities for Persons with AIDS (HOPWA) Program

**The City of Buffalo, NY
2011-2012**

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

Final Released 1/12/12

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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- B. Facility-Based Housing Assistance

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

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

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

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

Filing Requirements. Within 90 days of the completion of each program year, grantees must submit their completed CAPER to the CPD Director in the grantee’s State or Local HUD Field Office, and to the HOPWA Program Office: at HOPWA@hud.gov. 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.	Permanent Housing Facilities: Received Operating Subsidies/Leased units	
2b.	Transitional/Short-term Facilities: Received Operating Subsidies	
3a.	Permanent Housing Facilities: Capital Development Projects placed in service during the operating year	
3b.	Transitional/Short-term Facilities: Capital Development Projects placed in service during the operating year	
4.	Short-term Rent, Mortgage, and Utility Assistance	1
5.	Adjustment for duplication (subtract)	1
6.	TOTAL Housing Subsidy Assistance (Sum of Rows 1-4 minus Row 5)	1

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

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

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

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

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

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

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

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

“grassroots.”

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

HUD Funding → Grantee → Project Sponsor

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

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

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

HUD Funding → Grantee → Project Sponsor → Subrecipient

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

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

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

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

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

Part 1: Grantee Executive Summary

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

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

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

1. Grantee Information

HUD Grant Number NYH11-F004		Operating Year for this report From (mm/dd/yy) 5/1/11 To (mm/dd/yy) 4/30/12	
Grantee Name City of Buffalo			
Business Address		65 Niagara Square Room 315	
City, County, State, Zip	Buffalo	NY	14202
Employer Identification Number (EIN) or Tax Identification Number (TIN)		16-1030027	
DUN & Bradstreet Number (DUNs):		806872086	Central Contractor Registration (CCR): Is the grantee's CCR status currently active? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide CCR Number:
*Congressional District of Grantee's Business Address	27		
*Congressional District of Primary Service Area(s)	27 28		
*City(ies) and County(ies) of Primary Service Area(s)	Cities:	Counties: Erie Niagara	
Organization's Website Address City-Buffalo.com		Is there a waiting list(s) for HOPWA Housing Subsidy Assistance Services in the Grantee service Area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section what services maintain a waiting list and how this list is administered.	

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

2. Project Sponsor Information

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

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

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

Project Sponsor Agency Name American Red Cross Buffalo Chapter		Parent Company Name, if applicable NA	
Name and Title of Contact at Project Sponsor Agency	Monica Brown, Director of HIV/AIDS Services		
Email Address	brwonmon@usa.redcross.org		
Business Address	786 Delaware Avenue		
City, County, State, Zip,	Buffalo NY Erie County 14209		
Phone Number (with area code)	(716) 878-2394		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	53-0196605	Fax Number (with area code) (716) 878-2220	
DUN & Bradstreet Number (DUNS):	080328669		
Congressional District of Project Sponsor's Business Address	28		
Congressional District(s) of Primary Service Area(s)	26, 27, 28		
City(ies) and County(ies) of Primary Service Area(s)	Cities: Buffalo, Erie County	Counties: Erie and Niagara	
Total HOPWA contract amount for this Organization for the operating year	\$176,459		
Organization's Website Address	www.buffaloredcross.org		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		Does your organization maintain a waiting list? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

Project Sponsor Agency Name Evergreen Health Services		Parent Company Name, if applicable Evergreen Association	
Name and Title of Contact at Project Sponsor Agency		Brian Planty, Director of Special Services	
Email Address		bplanty@evergreenhs.org	
Business Address		206 S. Elmwood Avenue	
City, County, State, Zip,		Buffalo NY Erie County 14201	
Phone Number (with area code)		(716) 847-2441	
Employer Identification Number (EIN) or Tax Identification Number (TIN)		16-1202971	Fax Number (with area code) (716) 847-0212
DUN & Bradstreet Number (DUNS):		118321967	
Congressional District of Project Sponsor's Business Address		26	
Congressional District(s) of Primary Service Area(s)		26, 27, 28	
City(ies) and County(ies) of Primary Service Area(s)		Cities: Buffalo, Erie County	Counties: Erie and Niagara
Total HOPWA contract amount for this Organization for the operating year		\$185,156	
Organization's Website Address		www.buffaloredcross.org	
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		Does your organization maintain a waiting list? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

Project Sponsor Agency Name Benedict House of WNY Inc.		Parent Company Name, if applicable NA	
Name and Title of Contact at Project Sponsor Agency		Diane Cummings Bennett, Executive Director	
Email Address		dbennett@benedichouse.org	
Business Address		2211 Main Street	
City, County, State, Zip,		Buffalo NY Erie County 14214	
Phone Number (with area code)		(716) 834-4940	
Employer Identification Number (EIN) or Tax Identification Number (TIN)		16-1311732	Fax Number (with area code) (716) 931-5353
DUN & Bradstreet Number (DUNS):		78197553	
Congressional District of Project Sponsor's Business Address		30	
Congressional District(s) of Primary Service Area(s)		26, 27, 28, 30	
City(ies) and County(ies) of Primary Service Area(s)		Cities: Buffalo, Erie County Niagara Falls, Niagara County Rochester, Monroe County	Counties: Erie, Niagara and Monroe
Total HOPWA contract amount for this Organization for the operating year		\$188,522	
Organization's Website Address		www.benedichouse.org	
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		Does your organization maintain a waiting list? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

3. Administrative Subrecipient Information

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

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

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

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

4. Program Subrecipient Information

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

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

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

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

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

5. Grantee Narrative and Performance Assessment

a. Grantee and Community Overview

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

Project Sponsor/ Subcontractor Name	Sub-Contract Amount	Address	City State	Zip	Contact Person	Phone	Primary Service or Site Information	Activity
AIDS Community Services	\$185,000	206 South Elmwood	Buffalo NY	14201	Brian Planty	716-847-0212	Erie and Niagara Counties	TBRA, STRMU and Support Services
Benedict House	\$188,522	2211 Main Street	Buffalo NY	14214	Diane Cummings Bennett	716-834-4940	Erie and Niagara Counties	Facility Based Housing
American Red Cross	\$176,459	786 Delaware Avenue	Buffalo NY	14209	Monica Brown	716-886-7500	Erie and Niagara Counties	TBRA, STRMU and Support Services

The American Red Cross (ARC) is known globally for its mission to improve the quality of human life, enhance self-reliance and concern for others; and help people avoid, prepare for and cope with emergencies. Locally, the American Red Cross, Serving Erie & Niagara Counties (ARC) is comprised of several departments that address community needs. Those departments are Emergency Services & Disaster, Senior Services and HIV Services. The agency currently has four programs under our HIV/AIDS Services Department to address the specific needs of people living with HIV/AIDS in our community. The Housing Opportunities for Persons with HIV/AIDS (HOPWA) program works closely in collaboration with the others to comprehensively address the HIV/AIDS epidemic in our community. The ARC is the New York State Department of Health AIDS Institute Regional Training Center which provides approximately 20 HIV related trainings to over 600 providers and consumers in Western New York yearly. These trainings provide enhanced education to the Program Coordinators, as well opportunities to network and promote the program. The agency also houses the Women's HIV/AIDS Prevention and Care Initiative Program (WPCIP), a team of enhanced outreach workers who canvas Buffalo's highest risk neighborhoods navigating clients into healthcare and testing. Lastly, the Ryan White Transportation Program (RWTP) provided medical related transportation services to over 206 people living with HIV/AIDS this year. The HOPWA coordinator is a member of this team, giving him access to many of his housing clients on a regular basis fostering a stronger connection with the clients and the ability to follow-up with them to make sure their needs are met. The benefits of having these programs housed under one agency are the ability to mutually refer between programs resulting in easier access for clients to receive multiple services. The program provided these services within Erie and Niagara counties from the agency headquarters located at 786 Delaware Avenue, Buffalo NY 14209 please visit www.buffaloredcross.org

Benedict House (BH) provides intensive permanent supportive housing services to persons living with AIDS who are homeless or unable to live alone due to the nature of their disease. Programming includes: private rooms, semi-private baths, security, case management, intensive supportive services 24/7, prepared meals and access to pantry and kitchen 24/7, crisis intervention, pastoral care services, supportive counseling, triage with medical and treatment providers, structured resident programming and support groups, medication prompting, security, peer support, medical transportation, multi-disciplinary case conferencing, laundry services, nutritional support, relaxing common areas, advocacy services, structured socialization and referrals for specialized medical and psychiatric care. In addition, we actively engage highly specialized primary care and treatment referrals. We served 46 individuals from Western New York (including Buffalo & Niagara Falls) during this contract period at our singular site: 2211 Main Street, Buffalo New York 14214 – please see www.benedicthouse.org.

Evergreen Health Services (EHS), Inc. is a nonprofit community-based organization committed to ending the HIV/AIDS epidemic and minimizing its effects in the eight counties of WNY. EHS is one of the largest, most comprehensive providers of HIV/AIDS care in the nation and was the first in NYS to open an HIV-specific medical practice onsite. EHS provides a

comprehensive service model that includes medical, supportive, and prevention services encouraging consumers to take responsibility for their health and quality of life. This approach is designed to treat the disease's physical symptoms but also to enhance an individual's self-sufficiency and self-esteem emphasizing quality of life as critical to both physical and emotional healing. EHS' volunteer Board of Directors guides the agency's growth to meet the increasingly complex challenges facing those affected by HIV/AIDS while ensuring fiscal stability of the agency. Today, EHS employs more than 130 dedicated individuals that serve over 1,600 men, women, children and families who are dealing with the consequences of HIV/AIDS. Ninety percent of our service population lives well below the federal poverty line and no one is ever denied services regardless of their financial situation. The EHS main headquarters and largest service site, The Evergreen Center of Excellence, is located at 206 South Elmwood Avenue at the corner of Chippewa in downtown Buffalo. www.aidscommunityservices.com

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.

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.

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.

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

1. The HOPWA Program met and exceeded all goals categorically for the program year. Project Sponsors largely provided thorough data for inclusion in this report. Program funds provided were utilized to support permanent housing, temporary housing assistance, supportive services and homeless prevention activities. Program activities and services were delivered primarily in Erie County. Niagara County is also served by this program funding through the Project Sponsors.
2. HOPWA Funded agencies reported that 92% of clients served have stable housing arrangements as a result of HOPWA assistance. 100% of clients served are receiving supportive services and follow up case management. Annual program monitoring is utilized to verify the reported percentages.
3. The City of Buffalo Urban Renewal Agency administers all federally funded Housing Assistance Programs through the Division of Residential Development. Homeownership programs, affordable rental rehabilitation and new construction, Emergency Shelter Grant services and the HOPWA Program are all under the umbrella of the Division of Residential Development. This foundational connection allows for immediate technical assistance and referrals between programs.

In addition, HOPWA Program agencies continue to reach consumers through established relationships with community based service organizations such as the AIDS Network of Western New York Case Management Committee, the Homeless Alliance of Western New York, the Western New York Coalition for the Homeless, Neighborhood Legal Services, Buffalo Municipal Housing Authority, the Buffalo City Mission, Housing Opportunities Made Equal (HOME), Belmont Housing Resources and Community Missions Inc.

4. In previous program years technical assistance training was provided by the City of Buffalo to funded HOPWA agencies to increase the accuracy of outputs being reported. On April 22, 2010 technical assistance training was conducted and the provision of reporting guidance remains an important focus for the City of Buffalo. The complexity of HOPWA CAPER reporting will continue to dictate that technical assistance training is provided on an annual or biannual basis.

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.

Western New York’s major socioeconomic challenges to accessing safe, affordable housing and healthcare include high poverty, joblessness, racially segregated communities and inclement weather. This high poverty continues to present barriers to individual residents and the larger community in accessing safe and affordable housing. As a result disparities in healthcare persist and impact the rate of HIV transmission, the individual’s ability to seek treatment, and disease progression. As of October 2009, the Western New York Region has 2,827 cumulative AIDS cases; with 139 HIV newly diagnosed cases– reaching another high for the past six years. Communities of color still represent 10% of the population of Western New York but account for 62% of the people reported living with HIV/AIDS (2009 AIDS Network of Western New York Data Collection Report). These existing issues continue to be exacerbated by the national recession taking place in the United States of America. It’s impact on employment and job losses have resulted in loss of income and insurance which directly impacts preventative care, testing and treatment. Clinics continue to close, especially those offering STD testing and treatment creates less access to care. Remaining clinics are left inadequately staffed to handle the increased demand for care. Some clients are unwilling to access service in these locations because they are too far away, especially when traveling in extreme temperatures. Many clinics are located in urban areas and are so widely accessed that people are afraid that they will run into people they know that will disclose their health issues to others in their community. These issues make outreach in these communities essential to the success of the HOPWA Program as lack of healthcare results in a higher rate of illness leaving residents unable to work and pay their bills. The ARC’s expertise in outreach and delivery of community services are widely known and respected in the WNY area. The American Red Cross brand is known nationally and locally as leaders in crisis response, community safety, and service delivery. This recognition provides us with a unique access into homes and communities to allow for effective linkages with community based providers.

This contract year presented new client challenges. Many client cases required double the amount of staff effort to process. Program participants presented greater needs and fewer resources. This grant year several clients required assistance that ultimately was created by sexual violence, hate crimes, and domestic violence cases. Several of our clients were facing eviction due to becoming ill, hospitalized and falling behind in rental arrears. There were several newly diagnosed individuals and families who were unfamiliar with the disease and managing their illness and finances. Of those newly diagnosed individuals many were unaware of how to navigate through the systems such as Erie County Department of Social Services or Social Security.

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

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.

The number of agencies providing services to persons living with HIV/AIDS in Western New York is dwindling rather quickly and dramatically. AIDS Community Services served the HIV community for more than 25 years and recently changed their name and focus (Evergreen Health Services) so that they can serve a broader client base; the AIDS Network of WNY, Inc. no longer has a contract with the NYS Department of Health and has transitioned to a volunteer agency; AIDS Family Services has become a volunteer based agency— with no public funding.

It seems that as HIV/AIDS becomes more of a chronic condition, the number of HIV/AIDS community providers had decreased. The greatest need is for enhanced supportive services for those who are living with this disease, especially for those who have a history of chronic homelessness. It seems that traditional supportive housing programs with a secondary focus on HIV/AIDS are likely suitable alternatives. These organizations have the experience necessary to develop with individuals the independent living skills required to address chronic homelessness.

As treatments for HIV/AIDS improve, there is a shift in the average age of PLWHA. In the coming years there will be significant implications on housing programs that provide housing and supportive services such as HOPWA.

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

None identified at this time. Local data is from 2009 and 2010. Updated information was not available through the NYS Department of Health.

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

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

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

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

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

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

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

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

1. Total number of households that have unmet housing subsidy assistance need.	13
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<p>2. From the total reported in Row 1, identify the number of households with unmet housing needs by type of housing subsidy assistance:</p> <p>a. Tenant-Based Rental Assistance (TBRA)</p> <p>b. Short-Term Rent, Mortgage and Utility payments (STRMU)</p> <ul style="list-style-type: none"> • Assistance with rental costs • Assistance with mortgage payments • Assistance with utility costs. <p>c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities</p>	<p style="text-align: right;">13</p> <p style="text-align: right;">0</p>
--	--

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

X	= Data as reported in the area Consolidated Plan, e.g. Table 1B, CPMP charts, and related narratives
	= Data established by area HIV/AIDS housing planning and coordination efforts, e.g. Continuum of Care
	= Data from client information provided in Homeless Management Information Systems (HMIS)
	= 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.
	= Data from prisons or jails on persons being discharged with HIV/AIDS, if mandatory testing is conducted
	= Data from local Ryan White Planning Councils or reported in CARE Act Data Reports, e.g. number of clients with permanent housing
	= 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	\$270,000	Financial Assistance, Health and independent living skills development, Housing Placement and Referral Services	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Ryan White-Other	\$150,000	Transportation assistance to medical and related appointments	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Housing Choice Voucher Program			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Low Income Housing Tax Credit			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
HOME			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Shelter Plus Care			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Emergency Solutions Grant			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public: NYSDOHAI	\$193,735	Supportive Services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: NYSDOHAI	\$75,000	Training for Staff and Clients	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: HOPWA, NYS OTDA	\$111,120	TBRA, STRMU	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: NYS Supportive Housing (NYSSH)	\$88,400		<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: NYS Dept. of Health-Chronic Care	\$98,603		<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: Erie County Dept. of Social Services (ECDSS)	\$325,872		<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support

Private Funding			
Grants			<input type="checkbox"/> Housing <input type="checkbox"/> Subsidy Assistance <input type="checkbox"/> Other Support
In-kind Resources-Volunteer Hours @\$10/hour	\$10,000		<input type="checkbox"/> Housing <input type="checkbox"/> Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Private: Fundraising	\$31,316		<input type="checkbox"/> Housing <input type="checkbox"/> Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Private: Donations	\$49,217		<input type="checkbox"/> Housing <input type="checkbox"/> Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Funding			
Grantee/Project Sponsor/Subrecipient (Agency) Cash			<input type="checkbox"/> Housing <input type="checkbox"/> Subsidy Assistance <input type="checkbox"/> Other Support
Resident Rent Payments by Client to – Benedict House	\$120,533		
TOTAL (Sum of all Rows)	\$1,523,796		

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

Program Income and Resident Rent Payments Collected		Total Amount of Program Income (for this operating year)
1.	Program income (e.g. repayments)	\$799,180
2.	Resident Rent Payments made directly to HOPWA Program	\$120,533
3.	Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)	\$919,713

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.

Program Income and Resident Rent Payment Expended on HOPWA programs		Total Amount of Program Income Expended (for this operating year)
1.	Program Income and Resident Rent Payment Expended on Housing Subsidy Assistance costs	\$120,533
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	\$799,180
3.	Total Program Income Expended (Sum of Rows 1 and 2)	\$919,713

End of PART 2

PART 3: Accomplishment Data Planned Goal and Actual Outputs

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

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

1. HOPWA Performance Planned Goal and Actual Outputs

HOPWA Performance Planned Goal and Actual		[1] Output: Households				[2] Output: Funding	
		HOPWA Assistance		Leveraged Households		HOPWA Funds	
		a.	b.	c.	d.	e.	f.
		Goal	Actual	Goal	Actual	HOPWA Budget	HOPWA Actual
HOPWA Housing Subsidy Assistance		[1] Output: Households				[2] Output: Funding	
1.	Tenant-Based Rental Assistance	20	36			\$118,212	\$106,606
2a.	Permanent Housing Facilities: Received Operating Subsidies/Leased units (Households Served)						
2b.	Transitional/Short-term Facilities: Received Operating Subsidies/Leased units (Households Served) (Households Served)						
3a.	Permanent Housing Facilities: Capital Development Projects placed in service during the operating year (Households Served)						
3b.	Transitional/Short-term Facilities: Capital Development Projects placed in service during the operating year (Households Served)						
4.	Short-Term Rent, Mortgage and Utility Assistance	47	74			\$108,050	\$69,547.08
5.	Permanent Housing Placement Services	61	42			\$29,500	\$29,474.97
6.	Adjustments for duplication (subtract)		9				
7.	Total HOPWA Housing Subsidy Assistance (Columns a. – d. equal the sum of Rows 1-5 minus Row 6; Columns e. and f. equal the sum of Rows 1-5)	128	143			\$255,762	\$205,628.05
Housing Development (Construction and Stewardship of facility based housing)		[1] Output: Housing Units				[2] Output: Funding	
8.	Facility-based units; Capital Development Projects not yet opened (Housing Units)						
9.	Stewardship Units subject to 3 or 10 year use agreements						
10.	Total Housing Developed (Sum of Rows 78 & 9)						
Supportive Services		[1] Output Households				[2] Output: Funding	
11a.	Supportive Services provided by project sponsors/subrecipient that also delivered HOPWA housing subsidy assistance	123	119			\$87,785	\$87,731
11b.	Supportive Services provided by project sponsors/subrecipient that only provided supportive services.	60	61			\$188,522	\$188,522
12.	Adjustment for duplication (subtract)						
13.	Total Supportive Services (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.)	183	180			\$276,307	\$276,253
Housing Information Services		[1] Output Households				[2] Output: Funding	
14.	Housing Information Services						
15.	Total Housing Information Services						

Grant Administration and Other Activities		[1] Output Households				[2] Output: Funding	
16.	Resource Identification to establish, coordinate and develop housing assistance resources						
17.	Technical Assistance (if approved in grant agreement)						
18.	Grantee Administration (maximum 3% of total HOPWA grant)						
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					\$17,912	\$17,911.97
20.	Total Grant Administration and Other Activities (Sum of Rows 16 – 19)					\$17,912	\$17,911.97
Total Expended						[2] Outputs: HOPWA Funds Expended	
						Budget	Actual
21.	Total Expenditures for program year (Sum of Rows 7, 10, 13, 15, and 20)					\$549,981	\$499,793.02

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	35	\$14,998.50
3.	Case management	180	\$111,369.88
4.	Child care and other child services		
5.	Education		
6.	Employment assistance and training		
7.	Health/medical/intensive care services, if approved Note: Client records must conform with 24 CFR §574.310		
8.	Legal services		
9.	Life skills management (outside of case management)	46	\$25,387.43
10.	Meals/nutritional services	46	\$39,739.01
11.	Mental health services	44	\$21,723.33
12.	Outreach		
13.	Transportation	46	\$16,501.91
14.	Other Activity (if approved in grant agreement). Specify: property maintenance, housekeeping; landlord svcs.	46	\$46,532.94
15.	Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)	443	
16.	Adjustment for Duplication (subtract)	397	
17.	TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)	180	\$276,253

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

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

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

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

Housing Subsidy Assistance Categories (STRMU)		[1] Output: Number of Households Served	[2] Output: Total HOPWA Funds Expended on STRMU during Operating Year
a.	Total Short-term mortgage, rent and/or utility (STRMU) assistance	74	\$69,547.08
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.	3	\$6,508.75
c.	Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs.	4	\$4,276.31
d.	Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.	50	\$49,836.50
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.	8	\$5,040.53
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.	9	\$3,884.99
g.	Direct program delivery costs (e.g., program operations staff time)		\$41,323.30

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	36	27	1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing		<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing	4	<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy	5	
			6 Institution		<i>Unstable Arrangements</i>
			7 Jail/Prison		
			8 Disconnected/Unknown		
			9 Death		<i>Life Event</i>
Permanent Supportive Housing Facilities/ Units			1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing		<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing		<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		<i>Unstable Arrangements</i>
			7 Jail/Prison		
			8 Disconnected/Unknown		
			9 Death		<i>Life Event</i>

B. Transitional Housing Assistance

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

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

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

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

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

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

At the bottom of the chart:

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

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

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

Assessment of Households that Received STRMU Assistance

[1] Output: Total number of households	[2] Assessment of Housing Status		[3] HOPWA Client Outcomes
74	Maintain Private Housing without subsidy <i>(e.g. Assistance provided/completed and client is stable, not likely to seek additional support)</i>	73	<i>Stable/Permanent Housing (PH)</i>
	Other Private Housing without subsidy <i>(e.g. client switched housing units and is now stable, not likely to seek additional support)</i>		
	Other HOPWA Housing Subsidy Assistance		
	Other Housing Subsidy (PH)		
	Institution <i>(e.g. residential and long-term care)</i>		
	Likely that additional STRMU is needed to maintain current housing arrangements		<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
	Transitional Facilities/Short-term <i>(e.g. temporary or transitional arrangement)</i>		
	Temporary/Non-Permanent Housing arrangement <i>(e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days)</i>		
	Emergency Shelter/street	1	<i>Unstable Arrangements</i>
	Jail/Prison		
	Disconnected		
	Death		<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).			19
1b. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the two prior operating years (e.g. households that received STRMU assistance in three consecutive operating years).			10

Section 3. HOPWA Outcomes on Access to Care and Support

1a. Total Number of Households

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

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

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

Total Number of Households	
1. For Project Sponsors/Subrecipients that provided HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded services:	
a. Housing Subsidy Assistance (duplicated)-TBRA, STRMU, PHP, Facility-Based Housing, and Master Leasing	152
b. Case Management	12
c. Adjustment for duplication (subtraction)	21
d. Total Households Served by Project Sponsors/Subrecipients with Housing Subsidy Assistance (Sum of Rows a.b. minus Row c.)	143
2. For Project Sponsors/Subrecipients did NOT provide HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded service:	
a. HOPWA Case Management	68
b. Total Households Served by Project Sponsors/Subrecipients without Housing Subsidy Assistance	68

1b. Status of Households Accessing Care and Support

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

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

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

Categories of Services Accessed	[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:	Outcome Indicator
1. Has a housing plan for maintaining or establishing stable on-going housing	143	61	<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)	143	61	<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	143	61	<i>Access to Health Care</i>
4. Accessed and maintained medical insurance/assistance	143	61	<i>Access to Health Care</i>
5. Successfully accessed or maintained qualification for sources of income	136	61	<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"> • MEDICAID Health Insurance Program, or use local program name • MEDICARE Health Insurance Program, or use local program name 	<ul style="list-style-type: none"> • Veterans Affairs Medical Services • AIDS Drug Assistance Program (ADAP) • State Children’s Health Insurance Program (SCHIP), or use local program name 	<ul style="list-style-type: none"> • Ryan White-funded Medical or Dental Assistance
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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"> • Earned Income • Veteran’s Pension • Unemployment Insurance • Pension from Former Job • Supplemental Security Income (SSI) 	<ul style="list-style-type: none"> • Child Support • Social Security Disability Income (SSDI) • Alimony or other Spousal Support • Veteran’s Disability Payment • Retirement Income from Social Security • Worker’s Compensation 	<ul style="list-style-type: none"> • General Assistance (GA), or use local program name • Private Disability Insurance • Temporary Assistance for Needy Families (TANF) • Other Income Sources
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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		2 are receiving VESID Stipends

End of PART 4

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

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

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

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
If the site is not confidential: Please provide the contact information, phone, email address/location, if business address is different from facility address	

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

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

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

End of PART 6

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

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

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

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

Individuals Served with Housing Subsidy Assistance	Total
Number of individuals with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance.	143

Chart b. Prior Living Situation

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

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

Category		Total HOPWA Eligible Individuals Receiving Housing Subsidy Assistance
1.	<u>Continuing</u> to receive HOPWA support from the prior operating year	42
New Individuals who received HOPWA Housing Subsidy Assistance support during Operating Year		
2.	Place not meant for human habitation (such as a vehicle, abandoned building, bus/train/subway station/airport, or outside)	2
3.	Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	7
4.	Transitional housing for homeless persons	
5.	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)	9
6.	Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	
7.	Psychiatric hospital or other psychiatric facility	1
8.	Substance abuse treatment facility or detox center	
9.	Hospital (non-psychiatric facility)	
10.	Foster care home or foster care group home	
11.	Jail, prison or juvenile detention facility	1
12.	Rented room, apartment, or house	73
13.	House you own	7
14.	Staying or living in someone else's (family and friends) room, apartment, or house	6
15.	Hotel or motel paid for without emergency shelter voucher	2
16.	Other	2
17.	Don't Know or Refused	
18.	TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)	143

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		

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.)	143
2. Number of ALL other persons diagnosed as HIV positive who reside with the HOPWA eligible individuals identified in Row 1 and who benefitted from the HOPWA housing subsidy assistance	7
3. Number of ALL other persons NOT diagnosed as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefitted from the HOPWA housing subsidy	109
4. TOTAL number of ALL <u>beneficiaries</u> served with Housing Subsidy Assistance (Sum of Rows 1,2, & 3)	259

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.

HOPWA Eligible Individuals (Chart a, Row 1)						
		A.	B.	C.	D.	E.
		Male	Female	Transgender M to F	Transgender F to M	TOTAL (Sum of Columns A-D)
1.	Under 18	2	0	0	0	2
2.	18 to 30 years	8	12	0	0	20
3.	31 to 50 years	42	37	2	0	81
4.	51 years and Older	26	14	0	0	40
5.	Subtotal (Sum of Rows 1-4)	78	63	2	0	143
All Other Beneficiaries (Chart a, Rows 2 and 3)						
		A.	B.	C.	D.	E.
		Male	Female	Transgender M to F	Transgender F to M	TOTAL (Sum of Columns A-D)
6.	Under 18	27	43	0	0	70
7.	18 to 30 years	12	10	0	0	22
8.	31 to 50 years	9	11	0	0	20
9.	51 years and Older	3	1	0	0	04
10.	Subtotal (Sum of Rows 6-9)	51	65	0	0	116
Total Beneficiaries (Chart a, Row 4)						
11.	TOTAL (Sum of Rows 5 & 10)	157	140	8	0	259

c. Race and Ethnicity*

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

Category		HOPWA Eligible Individuals		All Other Beneficiaries	
		[A] Race [all individuals reported in Section 2, Chart a., Row 1]	[B] Ethnicity [Also identified as Hispanic or Latino]	[C] Race [total of individuals reported in Section 2, Chart a., Rows 2 & 3]	[D] Ethnicity [Also identified as Hispanic or Latino]
1.	American Indian/Alaskan Native				
2.	Asian	3		1	
3.	Black/African American	91	11	73	10
4.	Native Hawaiian/Other Pacific Islander				
5.	White	44	11	19	8
6.	American Indian/Alaskan Native & White				
7.	Asian & White				
8.	Black/African American & White	2		6	
9.	American Indian/Alaskan Native & Black/African American				
10.	Other Multi-Racial	10	7	10	8
11.	Column Totals (Sum of Rows 1-10)	150	29	109	26
Data Check: Sum of Row 11 Column A and Row 11 Column C equals the total number HOPWA Beneficiaries reported in Part 3A, Section 2, Chart a., Row 4.					

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

Section 3. Households

Household Area Median Income

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

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

Note: Refer to http://www.huduser.org/portal/datasets/il/il2010/select_Geography_mfi.odn 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)	133
2.	31-50% of area median income (very low)	10
3.	51-80% of area median income (low)	0
4.	Total (Sum of Rows 1-3)	143

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)

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

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

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

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

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

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

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

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

3a. Check one only

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

3b. Type of Facility

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

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

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

4. Households and Housing Expenditures

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

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