CITY OF BUFFALO

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT

MAY 1, 2012 - APRIL 30, 2013

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Mayor

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Part One: Overview of Accomplishments

Program Year 38

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 City of Buffalo identified the provision of decent and affordable housing within stable neighborhoods for both owner and renter households as the overarching priority need for the 2012 - 2013 program year. In addressing this need, federal HOME and CDBG funds were allocated to support housing rehab and emergency assistance programs. New York State Affordable Housing funds were also available to supplement these programs. Private sector resources, in the form of lender provided mortgages, provided additional financial support to other housing activities carried out during the program year, including the new housing and CHDO rehab/resale programs.

During this reporting period, accomplishments were limited by restrictions imposed by HUD on July 1, 2012 regarding the initiation of new activities, or the obligation of funds from open grants. To provide for the release of these restrictions, formal written agreements between the City of Buffalo and its development partner, the City of Buffalo Urban Renewal Agency, were executed to ensure compliance with federal requirements; however these agreements were not fully finalized until late in the program year. Adjustments to the City's systems for grants management and funds disbursement are now in place and the restrictions have been lifted. The accomplishments noted below reflect the use of funds committed prior to July 1, 2012.

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, the City, along with our community partners, continued to administer a number of ongoing programs that support these priorities with an emphasis on completing all outstanding projects and preparing for new ventures. The CDBG funded emergency assistance program assisted owners with critical needs to ensure that the most serious housing problems were addressed. For a short time, the City also continued to assist first time homebuyers through the CDBG funded Down Payment and Cost Assistance Program.

During the program year, the HOME Program supported several ongoing and new affordable rental housing rehab and development projects: construction of the **Housing Opportunities Made Equal Main-Ferry Project** and the **PUSH/Massachusetts Avenue Affordable Rental Housing Project** was completed and tenants have settled in; 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** were also completed.

New HOME funds were allocated for the construction of affordable rental apartments in the converted **White Brothers Livery Stable,** for rental **townhouses in the Fruitbelt; conversion of the School 60 on Ontario Street** to provide 68 new apartments; the renovation of 26 townhouse units as part of the comprehensive redevelopment of the **Mariner Towers** site; and for construction of a new **two-family duplex style rental unit on Massachusetts Avenue**.

The HOME CHDO Acquisition/Rehab/Resale Program, with the participation of two active community groups, completed smaller efforts to ensure that affordable homeownership housing opportunities was available in two 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** that were completed in the 2011-2012 reporting period were sold and closed during the current period and one additional home was completed and sold.

True CDC finalized sales and closings for three new single family homes to low/moderate income buyers as part of the Woodlawn Homes New Housing Project. Construction for that project was completed in the 2011-2012 reporting period.

New Opportunities Community Housing Development Corp. began planning and predevelopment work for the renovation of five existing one- and two-family structures in the Block by Block area within the Mid-City

Neighborhood Revitalization Strategy Area. Construction is expected to begin in the fall.

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. No projects were funded from the 2012 HOME allocation. All projects were funded with prior year funds.

Major Projects Summary	Prior Project Citation	Construction Completion or Sales Reported	Total HOME Funds Allocated
Homeownership Initiatives			
True CDC New Housing - 3 new homes	2010- 2011 CAPER	2012 CAPER	$ 724,839
HomeFront 19th Street Project - Acquisition Rehab Resale*	2010- 2011 CAPER	2012 CAPER	$ 314,000
Flare - 82 Wakefield Acquisition Rehab Resale	2011 CAPER	2012 CAPER	$ 189,702
Block by Block Acquisition Rehab Resale – 8 units	new for 2012		$ 1,634,909
Rental Housing			
Main-Ferry Project (H.O.M.E.)	2011 CAPER	2012 CAPER	$ 495,000
PUSH Massachusetts Ave Rental Rehab	2011 CAPER	2012 CAPER	$ 550,000
Walden Park Senior Housing	2011 CAPER	2012 CAPER	$ 650,000
363 East Ferry - 2nd Chance Ministries Apartments	2011 CAPER	2012 CAPER	$ 1,392,090
White's Livery Conversion	new for 2012		$ 989,986
St John Fruitbelt CDC Townhouse Project	new for 2012		$ 2,750,000
Riverside Special Needs Apartments	new for 2012		$ 1,500,000
Mariner Towers/Townhomes Renovations	new for 2012		$ 1,635,000
PUSH Massachusetts Ave New Construction - Duplex	new for 2012		$ 322,817

* HomeFront Project funding noted is for all five units in the project – Accomplishments Section reports on the final 3 units sold.

Specific Goals -

Goal One – Provide funding emergency repairs to allow **66 homeowners** to address major systems such as roofs, water or sewer lines, furnaces, hot water tanks, and electrical panels;

Results: Emergency assistance funded through the CDBG 11 **structures** representing **19 units**. 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 **$102,000 in CDBG funds** was allocated to these properties at an average cost of $9,272 per structure.

Goal Two – Offer housing rehab assistance to **22 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;

Results: Rehab assistance, funded through the **HOME program**, was provided to rehabilitate **1 owner occupied structures** representing **1 unit.** A total of **$52,350** was allocated to this property. 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

Goal Three - Assist private developers to create **seven new affordable rental units**;

Results: The City of Buffalo provided more than $ 7,100,000 dollars in HOME funding for five major affordable rental housing projects during the reporting year to support a total of **219** affordable rental units, of which **126** are designated as HOME-assisted units. The HOME funds leveraged approximately forty-three million dollars from a variety of sources to ensure the continuing availability of affordable rental housing.

White Brothers Livery

The **White Brothers Livery and Boarding Stables Conversion Project** will provide for construction of fourteen (14) units of low income rental housing through the conversion of the former White Brothers Livery and Boarding Stables at 430 Jersey Street. West Side Neighborhood Housing Services will use $989,986 in federal HOME funds in addition to funds provided through the New York State Department of Housing and Community Renewal, the Federal Home Loan Bank, the City of Buffalo Restore Program and redeveloper equity to support this $3.3 million dollar conversion. All 14 units will be designated as HOME-assisted.

The **St John Fruitbelt CDC Townhouses Project** will provide for the construction a total of 49 new apartments, including 2-BR, 3-BR and 4-BR. Sixteen units will be designated HOME-assisted units. The Developer will use $2,750,000.00 in HOME funds provided by the City of Buffalo Urban Renewal Agency, in addition to $2,400,000 provided through the New York State Housing Trust Fund Corporation; $955,500 from the Federal Home Loan Bank of New York, (FHLBNY), or developers equity if FHLBNY funds are not available, $98,000 from NYSERDA and $8,853,529 of equity from the sale of low income housing tax credits for a total development cost of $15,057,029

The conversion and adaptive reuse of the former School 60 at 238 Ontario Street will create a total of 68 affordable rental units for low income individuals under the **Riverside Special Needs Apartments** project. Forty-five units will be available as permanent supportive housing for New York State Office of Mental Health (OMH) consumers. Ten studio apartments and fifty-seven one-bedroom units will be provided along with one two-bedroom unit. All units will be designated as HOME-assisted.

The Developer will use $1,500,000.00 in HOME funds provided by the City of Buffalo Urban Renewal Agency, in addition to $2,400,000 provided through the New York State Housing Trust Fund Program, $13,484,022 in Low Income Housing Tax Credit equity funding, and permanent financing of $2,976,781 from the Community Preservation Corporation, for a proposed total project cost of more than $20.3 million dollars, including reserves and escrows.

The **Mariner Towers/Townhomes Project** at 186 Efner Street will provide for renovation and upgrades to seventeen Townhouse buildings containing eighty-six 3-BR units. BURA HOME funding will support renovations to five townhouse buildings containing twenty-six (26) three-bedroom HOME-assisted units.

The Developer will use a variety of resources, including $1,635,000 in HOME funds to finance the total project cost of more than $11.8 million dollars.

The **PUSH** (People United for Sustainable Housing) Massachusetts Avenue new construction project shall consist of the acquisition of two city-owned lots as 335 and 339 Massachusetts Avenue and construction of a new **duplex-style two-family home** at the combined site. Both units will be designated as HOME-assisted units.

PUSH will use $322,817.00 in HOME funds provided by the City of Buffalo Urban Renewal Agency, in addition to $60,074 provided through the New York State Housing Sustainable Neighborhoods Demonstration Program; $120,000 from the NYS RESTORE Program; and $17,300.00 from the Federal Home Loan Bank of New York, (FHLBNY), or developer equity if FHLBNY funds are not available, for a total development cost of $520,191.

Goal Four - to provide financial assistance to approved Community Housing Development Organizations (CHDOs) to create to **three 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 finalized the sale of the three remaining units in the 19th Street Project on the city's West Side. A total of **$175,240** was allocated to these properties (reported in the 2010-2011 CAPER).

The most recent acquisition/rehab/resale project at 82 Wakefield in the Fillmore-Leroy (FLARE) area was completed and sold during the reporting period.

In addition, funds were provided to Belmont Housing Resources of WNY and its CHDO development partner, New Opportunities Community Housing Development Corp for the renovation of five existing one- and two-family structures in the Block by Block area within the Mid-City Neighborhood Revitalization Strategy Area. P lanning and predevelopment work for the properties has begun and construction is expected to begin in the fall.

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

Objectives –

a) Demolish 132 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.

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:

Due to the hold on HUD funding for the 2012-2013 year, we were unable to meet all of our goals for 2012-13 program year. $2,218,264 was disbursed for 99 properties that were demolished and for properties requiring environmental work - asbestos surveys & sampling as well as air sampling & monitoring.

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.

Also during the program year, the city expended $2,756,618.00 in Capital Bond Funds to do 112_demolitions/asbestos removals. Also, there were 31

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.

Goal Six - 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, 2012 – April 30, 2013, 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 six agencies submitted a total of 109 applications to Belmont Shelter Corporation, the loan administrator, for consideration for the program.

Program	Applications
Emergency	19
Emergency – Roof	87
Block-By-Block Loan	3
Total	109
Apps rejected or withdrawn	-17
Total	92

Home Buyer Assistance (Down Payment and Closing Costs) Program. Although no applications were funded by HOME dollars during this reporting period, agencies continue to refer clients to the other not-for-profit for possible funds and Home Buyer Education classes. Another agency conducted one-on-one sessions with clients and help qualify applicants for a faith-based funded housing project.

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 allows 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 allows 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.

Approved Target/Focus Areas

District	Street
Delaware	Fairchild, Linden & Tioga
Ellicott	Peach (Fruit Belt)
Fillmore	Fillmore Avenue (Broadway-Fillmore)
Lovejoy	Academy & St. Marys (Schiller Park)
Masten	Leroy (Fillmore-Leroy)
North	Dearborn (Black Rock)

South	Buffum & Parkview (Cazenovia Park)
University	Dartmouth
West	Baynes (Grant-Ferry)

The proposed areas were reviewed and approved by the OSP Planning Division. All of the proposed target areas are within HUD-eligible block groups

Websites: The CBOs are responsible to continue to update the content of the site and to include up-to-date information regarding neighborhood news, program products and other services. Groups also use social networking service/websites to communicate with area residents and keep them informed regarding upcoming meetings, events and programs. These sites also allow residents who may not know each other to communicate about common issues and neighborhood concerns.

CBO	Web Sites
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 continue to update their resource directory published for their assigned council district. A special emphasis was placed on updating information pertaining to city offices, 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 published are made available to area block clubs, youth/senior centers and civic organizations. Electronic versions are also available on each agency web site.

CBO Community Outreach/Participation: The CBOs have noted 2,392 referrals for access to fair housing, legal or human service services and programs. 1, 287 callers were referred to various agencies for home buyer education or down payment and closing costs assistance. The CBO staff continues to attend or sponsored community events such as financial workshops, mortgage check-up seminars and neighborhood clean-ups. Staff also attends meetings held 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, HOME, Weatherization, Homeless Housing), NeighborWorks®, Federal Home Loan Bank, Community Foundation of Greater Buffalo, various other foundations, Home Depot, Lowes and area banks.

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 (for example, Green and Healthy Homes Initiative) while other groups meet to discuss ways they can collaborate on programs and/or shared staff. Two area not-for-profit groups share staff members and an executive director. They also extended their work day and moved to a four day work-week. One agency is always open to meet with clients. The extended work day accommodates after work appointments and the four day work-week helps the groups realize cost savings associated with staff and utilities.

Other Activities –

The City also provided **down payment and closing cost assistance** using CDBG funds identified in prior year Action Plans. Closing Cost assistance was provided to **five (5)** homebuyers who purchased single family homes in various locations throughout the City. All buyers were 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 **$130,917** in CDBG funds (averaging $4,514 per homebuyer) was allocated to assist these new homebuyers.

In addition, in 2010, the City of Buffalo was awarded $998,700 under the New York State Housing Finance Agency's administration of the federal Neighborhood Stabilization Program along with an additional $220,000 in NYS Affordable Housing Corp funds. In 2012, renovations to eight (8) existing one- and two-family homes containing a total of thirteen (13) units were completed under this initiative and in early 2013 all units were sold to low income first time homebuyers. Belmont Housing Resources of WNY and its CHDO development partner, New Opportunities Community Housing Development Corp used CHDO proceeds from previously completed projects to supplement the NSP funds. All buyers have received mortgage commitments and closings are pending.

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, 2012 – April 30, 2013 program year BURA awarded contracts to four agencies for a total funding level of $204,070 for the implementation of the City's ongoing fair housing efforts. Over 3,900 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 38 of the Community Development Block Grant Program, BURA contracted with 31 Community Based Organizations to provide human service program activity at a total funding level of $2,192,911. These not-for-profit agencies provided human service activities at 45 program sites throughout virtually every neighborhood in the City of Buffalo.

The human service program activities included:

- Health, Safety and Educational Services to 4,439 Senior Frail Elderly persons.
- Over 6,600 instances of transportation for 1,335 individuals, especially those residing in low-moderate income areas.
- Recreational and Educational services to 8822 children and youth reported as Youth Services (05d) in the HUD financial and statistical report.
- Literacy skills were provided to 145 program participants.
- Adult day care services were provided for 15 disabled/frail elderly program participants.

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 $1,848,011 for public services during the reporting period. In March, 2013, the City contracted with the Buffalo Urban League for employment training. The Buffalo Urban League was very successful using the Youthbuild model which was previously funded with CDBG-R stimulus dollars. The Youthbuild model provides training in construction trades as well as educational and social supports for at risk, out of school youth,

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 Lanigan Community Center during the period. The City also began architectural/engineering services at the YWCA Schoolhouse Commons for HVAC upgrades. A total of $183,782.98 was expended during the period for rehab of these centers. BURA also completed playground improvements at 17 parks & playgrounds throughout the city. Safety lighting was completed at 17 parks and playgrounds. BURA also completed 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. A total of $234,305.84 was expended during the period on parks and playground improvements.

Masten Park Improvements

$28,936.05 was expended for architectural/engineering services for street and sidewalk improvements. Construction will commence in the 2013-14 program year.

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 19 FT and 67 PT Jobs were reported for job creation of which 16 FT and 61 PT Jobs were held by low to moderate-income persons.

BURA extended its contract with the New York Business Development Corporation (NYBDC) for the services of an Economic Development Loan Manager to manage all portions of the City's 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

In the prior year, BURA developed 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 is currently awaiting HUD's approval to move forward with its economic development programs. Upon HUD's approval, we are ready to issue the request for proposals for this new program.

Development of a Commercial Corridor Improvement Program

BURA has developed a comprehensive program that will incentivize neighborhood commercial corridors to create business associations. Upon approval by HUD, 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) businesses into the Broadway Market. These include an Asian vegetable and fruit stand; Some Kind of Wonderful Burgers; Buffalo Sambusa homemade sambusa and pizza; a sand art home décor stand and a hair accessory stand. Also, a seasonal vendor has decided to move her perogi production company into the market. She also has a retail stand in the market. Finally, during this time frame a business featuring Jamaican Jerk Chicken Spices is in the planning stages to open a retail stand.

The City also provided technical assistance to ten (10) 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.

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:

In the prior year, BURA issued a Request for Proposal for Development Projects in the Downtown area. The City has included funding for the Buffalo Building Reuse Loan Program in its 2013 (year 39) Annual Action Plan. This program will address development of vacant, underutilized commercial space in downtown Buffalo. The City has committed $3 million over the next three years for economic development projects, targeted to the adaptive reuse of vacant and underutilized buildings with a focus on mixed-use and commercial uses. Core recommendations included residential infill, commercial or mixed use development, and development of public space/ infrastructure.

Proposals have been reviewed and we are currently awaiting HUD's approval of the program.

The City also approved expansion of the Hatch Restaurant at the Erie Basin Marina 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: Provide emergency shelter for 5,000 individuals, youth and families; preventive services to 2,000 individuals and families; transitional housing for 350 individuals and families; and supportive services to 4,000 homeless persons.

Accomplishments: The City of Buffalo requires ESG sub-recipients to enter data into HMIS. Charts of reported ESG CAPER outcomes were provided by the Homeless Alliance of WNY. This is the first time this report has been compiled using HMIS data. This data, along with other performance standards that will be issued by HUD at a later date, will be used to make future funding decisions. In the interim, the City will work closely with the Homeless Alliance to utilize performance measurements they have developed as a tool in considering future ESG applications.

The Homeless Alliance has been a close partner in reviewing ESG applications and assisting with the development of the City's Rapid-Re-housing demonstration project, which is partially funded with 2012 ESG funds. Through this collaboration we have also worked closely with ESG grantees Erie County and the Town of Tonawanda.

During the 2012 program year, the sub-recipients funded through ESG provided residential services to a total of 6,881 individuals.

- Outreach was provided to 920 individuals.
- Prevention was provided to 1,047 individuals.
- Emergency shelter was provided to 1,860 individuals.
- Transitional housing was provided for 3,054 individuals.

Housing Opportunities for Persons with AIDS Grant Goals and Objectives

During Program Year 38, rental assistance and housing were provided to 326 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 38 by HUD A ctivity Codes indicating the type of program activity.

HUD ACTIVITY CODES	EXPENDITURES	UNITS To Date
PUBLIC FACILITIES & IMPROVEMENTS		
Public Facilities & Improvements (03)	72,396.91	Prog. Delivery
Senior Centers (03A)	0	
Neighborhood Facilities (03E)	183,782.98	2
Parks, Recreational Facilities (03F)	234,305.84	25
Street Improvements (03K)	28,936.05	3671
Sidewalk Improvements (03L)	0	
Facilities for AIDS Patients (03S)	0	
CLEARANCE & DEMOLITION		
Clearance & Demolition (04)	2,346,215.42	99
PUBLIC SERVICES		
Public Services General (05)	54,990	2644
Senior Services (05A)	684,581.11	7,426
Handicapped Services (05B)	20,286	37
Legal Services (05C)	55,812.32	217
Youth Services (05D)	744,675.95	21,033
Substance Abuse Services (05F)	21,992.27	800
Employment Training (05H)	34,834.50	263
Crime Awareness (05I)	29,707.16	9316
Fair Housing Activities (05J)	153,850.83	7388
Child Care Services (05L)	31,591.00	67
Housing Counseling (05U)	15,690.	120
HOMEOWNERSHIP ASSISTANCE		
Direct Homeownership Assistance (13)	57,479.51	5
REHABILITATION		
Rehab -Single Family Residential (14A)	57,910.00	7
Rehab-Multi Family Residential (14B)	75,819.47	15
Weatherization Assistance (14F)	4,000	-
Rehab Administration (14H)	556,134.80	-
DIRECT ECONOMIC DEVELOPMENT ASSISTANCE TO FOR PROFITS	-	-
ED Direct Financial Assistance to For Profits (18A)	38,351.75	86
Commercial Lending (18C)	0	1
Planned Repayments of Section 108 Loans (19F)	1,646,571.74	-
PLANNING AND GENERAL ADMINISTRATIVE COSTS		
Planning (20)	866,148.02	-
General Program Administration (21A)	1,505,641.27	-

HUD ACTIVITY CODES	EXPENDITURES	UNITS To Date
		-
TOTAL DOLLARS EXPENDED	$9,521,704.90	53,222

*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 2012-2013 (Yr 38) Annual Action Plan was submitted, HUD placed a moratorium on its grant funds awarded to the City via the Buffalo Urban Renewal Agency (BURA). This was done nationwide and affected all urban renewal agencies and local development agencies who handled the disbursements of HUD grant funds. HUD advised that the grant funds must be granted directly to the City. Further, that the City must enter into a subrecipient agreement with BURA in order for BURA to manage HUD programs. This necessitated developing new policies and procedures by the City in order to take over the HUD grants. In addition, new coding had to be developed for the City's accounting system. The new subrecipient agreement between the City and BURA required collaboration between HUD, BURA and City officials. Access to HUD's Integrated Disbursement and Information System (IDIS) had to be applied for by City staff as well as training to be able to operate within the IDIS System. All in all, this became a lengthy transition process which is still developing today.

The Clean & Seal Program and the Economic Development Loan/Grant Program have been put on hold until HUD IG monitoring findings are resolved. The City is hopeful that these findings will be cleared soon.

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 was 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. BURA has acquired this software and began the transition process; however, this was temporarily halted during the transition of grant funds shifted to the City. We expect to continue the process of transitioning from the old accounting to the new system in the coming year.

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 previously approved Mid-City NRSA. We will be resubmitting the Mid City NRSA for recertification to HUD as part of an amendment to our new 2013-2017 Consolidated Plan. 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 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 (2013-2017) Consolidated Plan.

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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.

2. Summary of Program Activities of Fair Housing Agencies for 5/1/12 – 4/30/13 Reporting Period

During the May 1, 2012 – April 30, 2013 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 $204,070 was allocated to the four agencies as follows:

- Legal Aid Bureau of Buffalo $82,049
- Neighborhood Legal Services $27,697
- Buffalo Urban League $35,483
- Housing Opportunities Made Equal $58,841

The fair housing activities of each agency are summarized below:

1.) Legal Aid Bureau of Buffalo, Inc.
- Client interviews/Advice for homeowners, landlords & tenants 324 sessions were provided to people during the reporting period of May 1, 2012 – April 30, 2013.
- Court appearances for homeowners, landlords & tenants 518 individuals assisted during this reporting period.
- Settlement Negotiations for homeowners, landlords & tenants – provided to 250 people during the reporting period.

- Advice over the telephone for homeowners, landlords & tenants – 1308 individuals advised during the reporting period.

2.) Neighborhood Legal Services
- Discrimination Complaint Investigations – 25 people served
- Legal Counseling - 25 people served
- Legal Representation –19 people served

- Counseling/Evaluation/Conciliation/Representation of Tenant/Landlord Complaints – 41 people served.
- Fair Housing Information and Referral – 10 people served.
- Community Events on Fair Housing – 7 Training Workshops were held serving a total of 95 people. Members of organizations participated in the workshops.

3.) Buffalo Urban League, Inc.
- Education for consumers about predatory lending frauds, refinancing, and credit repair – 381 people served during the reporting period.
- Mortgage default counseling, legal assistance – 48 people served during the reporting period.

4.) Housing Opportunities Made Equal, Inc.
- Recording and Investigation of reported incidents of discrimination – 144 incidents during the reporting period,
- Conciliation/Case Preparation for administrative filing/legal referrals for court action – 30 cases during the reporting period.
- Landlord-Tenant Counseling - 1,250 people served during the reporting period.
- Fair Housing Information for landlords, tenants, home seekers, and real estate agents – 1400 people served during the reporting period.
- Fair Housing Information for Civic, Social, Religious and Professional Groups – 727 people served during the reporting period.

- Public Affairs Interviews/News Coverage of Fair Housing Issues – 27 during the reporting period.

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

During Program Year 38, 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 2012-2013 grant year.

<u>Buffalo Green Code</u>

The Buffalo Green Code will update the city's land use plan and zoning ordinance using a "place-based" approach. Place-based planning shapes neighborhoods by concentrating on the form and character of places, instead of conventional categories of land use. The Green Code will create a land use plan that maps the entire city by its preferred place type, followed by a zoning ordinance that establishes a set of development guidelines.

Smart growth and sustainability are the Green Code's fundamental principles. 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 help implement a place-based economic development strategy by eliminating rules that hinder investment decisions; providing the flexibility investors need to participate in a competitive and fast-changing economy; and setting clear and objective standards that allow neighborhood residents to participate in creating great places to live, work and relax.

When the Green Code is completed in the 2014, 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 $2,756,618.00 in Capital Bond Funds to do 112_demolitions/asbestos removals. Also, there were 31 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. The aggregate development costs for multifamily initiatives such as the St John Fruitbelt Townhouses Project, Riverside Specials Need Apartments, Mariner Towers/Townhomes renovations and the PUSH New Rental Construction Project exceeded $51 million dollars. The $7.1 million in HOME funds allocated to these projects leveraged approximately $43 million dollars in additional investment.

Major Projects Summary	HOME Funds Allocated	Total Development Cost
The Livery	989,986	3,518,332
St John Fruitbelt CDC Townhouse Project	2,750,000	15,057,029
Riverside Special Needs Apartments	1,500,000	20,091,678
Mariner Towers/Townhomes Renovations	1,635,000	11,829,410
PUSH Massachusetts Ave New Construction - Duplex	322,817	520,191
	7,197,803	51,016,640
Funds Leveraged		**43,818,837**

On a smaller scale, the Down Payment and Closing Cost Assistance program assisted 5 new homebuyers in obtaining more than **$316,084** in mortgage and buyer financing.

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) (No Longer Funded)

Mayor's Quick Response Teams

Clean and Seal Team- BURA Funding (NO LONGER FUNDED)

Mayor's Impact Team- City Funding (Moved to Public Works)

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.

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 Initiative (BURA Funding) (***No Longer Funded)***

Project SCOPE - Smoke and CO Preparedness and Education (FEMA Funding) ***(No Longer Funded)***

Buffalo's Hands Only CPR Program

The City of Buffalo has been awarded a grant to help Buffalo's residents save lives. Mayor Byron W. Brown is a part of a nationwide coalition of mayors (Cities of Service) that are collaborating with the American Heart Association (AHA) to arm thousands of people with lifesaving skills in Hands-Only CPR.

The goal of this high impact service strategy is simply to equip residents with the "know how" and confidence to act in case of a cardiac emergency. When someone is suffering from cardiac arrest, CPR is the only thing that will keep their heart and brain alive until they receive medical attention from an emergency responder.

Once each volunteer has participated in the 30 minute workshop, they receive an AHA Hands Only CPR kit. This kit includes all the tools necessary for the volunteer to teach their friends, neighbors, coworkers or family members this technique. The reason for doing this is simple: learning CPR does not make you any safer, only those around you.

Buffalo's Hands Only CPR program is free and open to the public. There are increasingly more and more residents being trained to administer

bystander CPR. These residents hail from all across the city of Buffalo, from block clubs, community centers, schools, shelters, churches, housing complexes, and more.

Urban Fellows Internship Program

The Urban Fellows Internship Program aims to select the best and brightest future leaders to work in the City of Buffalo's Division of Citizen Services. It is a comprehensive eight (8) to sixteen (16) week program that submerges fellows into city government, community involvement and civic engagement activities. Urban Fellows are extremely diverse and have various racial, socio-economic and religious backgrounds.

During the internship, Fellows are able to create new and innovative programs and initiatives for the Division of Citizen Services. Urban Fellows have the opportunity to not only gain hands-on experience co-managing city programs, but also brainstorming new and innovative ways to enrich and improve programs.

This past spring semester, the Fellows assisted in organizing Buffalo's event for the National campaign entitled the "Mayors Day of Recognition for National Service." On this day, Buffalo celebrated the service of over 1500 National Service members (AmeriCorps and Senior Corps) volunteering their time and effort towards worthy causes around the city. Fellows also created an impact report cataloging the service that was contributed to Buffalo, in terms of hours and man power.

Fellows, in addition to planning the Day of Recognition, assisted with other programs within the Division including, 311 Call and Resolution Center, Save Our Streets, and Buffalo's Weed and Seed Program. Urban Fellows have gained experience in event planning, program development, marketing and media relations, volunteerism, citizen interaction and engagement, teamwork and professional development.

311 Call & 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.

Our office cultivates excellence with citizen engagement in three key ways. First, the strong commitment to teamwork is essential to the successful service of our constituents. Despite clear divisions of expertise and labor among staff, employees work cooperatively to address the specific concerns of the constituents. Team goals are set for call volume and average call wait time. When the goals are met or exceeded, the entire team is rewarded. Through weekly staff meetings, team members share concerns regarding usage of the 311 system. Supporting these abilities is a streamlined correspondence system that offers understanding, accountability, and follow-through to the citizen.

Second, we provide a neutral forum in which to file a complaint, opinion, or recommendation about any/all city services, which focuses attention on the resident as a client of the city. The focus on the resident is reflected in the robust correspondence system that, at appropriate intervals, automatically provides the resident complainant with information pertinent to the resolution of their concern. No longer do citizens need to chase down the specific city employee responsible for the actual resolution of their complaint; 311 is the single point of contact where citizens have questions answered, can create an official complaint record, and can receive referral information for outside agencies as appropriate.

Third, the technical improvements that have been made to the Division of Citizen Services' telephone and computer systems allow this extremely fast-paced office to operate as a sort of municipal triage, assessing the nature and severity of citizen concerns and instructing related departments to investigate and respond accordingly. Call capacity has increased from a pre-311 high of 10,673 calls per month to over 30,000 calls per month after implementation. Through the 311 system, the office monitors the frequency of complaints, the response time for complaints, and the finality of solutions achieved. This information is shared with the public when the department reports to the Mayor's CitiStat staff meetings, which are televised on the government cable channel. The opportunity for communicating these results brings an accountability and transparency which is one of the most positive impacts of the new system.

Success in customer satisfaction has been measured anecdotally in the past, and many complimentary responses have been received from citizens at community meetings since the implementation of 311. However, we added a website feature which allows compilation of customer satisfaction surveys and we have started customer satisfaction

call back surveys for stakeholders that do not use the internet. Buffalonians seem to genuinely appreciate the transparency that 311affords them, and appreciate speaking with a person who is informed and efficient.

Implementation of our 311 system in 2008 allowed the City of Buffalo to streamline the complaint process for citizens, and immediately enhanced the information available to citizens regarding their complaints and concerns. We are always looking for ways to augment our services, and were careful to select software for our 311 system that meets our current needs, but also that will grow with us as our complaint/resolution process becomes more robust.

One of our most immediate goals in the Division of Citizen Services is to provide real-time GPS information regarding citizen services to our callers, and to expand the communication options among citizens and the departments responsible for resolving citizen complaints. This type of enhanced information would prove extremely useful for complaints as diverse as snow plowing, forestry/tree removal, refuse/recycling collection, housing inspections, street repairs, etc., and would reduce the need for call-backs. We are also investigating implementation of a mobile scout program such as the Street Conditions Observation Unit recently implemented in New York City. Acquiring a small number of scout vehicles would greatly enhance Buffalo's ability to be pre-emptive about safety issues, and to resolve concerns in the timeliest manner possible.

Presently, our 311 system provides callers with a deadline for a response to their complaint, but 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. This would greatly enhance the transparency of city departments in that it would provide 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 a pilot 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 is complicated, but once completed should provide 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 will this provide the back office (responsible department) with all the

information necessary to address specific concerns, but it will also illustrate the stages involved with the resolution of each concern, as well as a detailed timeline of the city's response. Already with the inception of the 311 office, citizens' feedback has been overwhelmingly positive that a new level of accountability and timely response has been achieved. As our GPS capabilities are realized, we expect citizens will be even more pleased with the efficiency of the system and with the increased transparency that a real-time response affords.

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 SOS Task Force has continued its free Landlord Training Program. To date, over 1400 landlords have participated in this program. The remaining training session for 2013 will take place on Friday, November 1, 2013. 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 2 times 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 2003. Last year, there have been 27 Clean Sweeps performed throughout the City of Buffalo, which resulted in the following actions:

- The Department of Inspections issuing 944 properties with letters for housing code violations; 68 properties were referred for demolition, 13 of those demolitions were executed
- The Mayor's Impact Team cleaning and clearing of trash and debris in vacant lots and properties, boarding 139 vacant homes, mowed 575 lawns, 738 debris removals
- Anti Graffiti Program eradicated 137 homes of unsightly graffiti.
- Forestry Department trimmed 1152 trees; removed 32 trees
- 44 free smoke detectors being distributed and installed, 524 File of Life Forms for life saving emergency prescription documentations
- Time Warner disconnected 256 locations for illegal cable services and addressed service issues
- Public works removed 1595 tires; filled 256 potholes
- NYS Parole visited 12 parolees.
- Rodent Control baited 3, 457 properties.
- Animal control rescued 48 dogs
- Buffalo Employment and Training Center offered 79 referrals.
- Sewer Authority cleaned 1031 receivers.
- Buffalo Police department opened 48 investigations regarding narcotic activity.
- Signal division replaced 356 signs and repaired 49.
- Back to Basics Outreach Ministries referred 19 individuals for counseling services.
- U.B. Smile Team linked 769 adults and children to dental services.
- Division of Youth offering counseling services and 1378 reading rules applications, and 1292 Summer Employment Applications
- Housing Division of Neighborhood Development offered 403 referrals for repair assistance
- WNY Homeless Coalition investigated 105 homes for squatter assistance
- Restoration Mental Health Society gave 17 referrals for counseling

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.

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
Fair Housing
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
Buffalo Recycling

County of Erie Agencies

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

State of New York Agencies

Division of Parole
*NYS Department of Health/Insurance Outreach & Enrollment
New York State Police

Federal Agencies

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

Housing Agencies

West Side Neighborhood Housing Services

Private Partners

Time Warner Cable
National Fuel
Center for Employment Opportunities

Outreach

*Americorp
*Back to Basic Outreach Ministries (Prisoner Re-Entry)
*WNY Homeless Coalition
*Restoration Mental Health Society
Mid Erie Counseling
Buffalo Federation of Neighborhoods Coalition

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, Center for Employment for Opportunities, Division of Real Estate, University at Buffalo Pediatrics, Habitat for Humanity.

For next year's sweep season, the Task Force aims to include additional seeding components such as: Roswell Cancer Society and its very first collaboration with Habitat for Humanity.

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

In July of 2012, HUD issued a nationwide directive that HUD grants must be received directly by the grantee, and not by urban renewal agencies or local development corporations. As such, the City's Dept. of Administration, Finance, Policy & Urban Affairs (DAF) has taken over responsibility for all fiscal administration and management of HUD grants. The City's Dept. of Audit and Control has taken over responsibility for the drawdown of funds from HUD. This involved a lengthy transition period and the development of new policies and procedures which is an on-going process.

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. The City and BURA continue to develop and implement new policies and procedures and address HUD IG Monitoring Findings. During this year, the City and BURA began receiving technical assistance from HUD's consultant, Training & Development Associates (TDA). TDA conducted several conference calls and also came in and met with BURA and City senior staff to review how grant funds were spent. TDA also reviewed BURA's policy and procedures manuals as well as its contract boilerplates and subrecipient agreements.

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. In response to its 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 began the training process for the new software.

BURA also extended its contract with the National Development Council (NDC) to provide technical assistance. 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 qualify 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, administration for the ESG and HOPWA grants were transferred to the Dept. of Community Services. The Dept. of Community Services handles youth and senior programs throughout the City. The Division of Contract Services administers all CDBG senior, youth,

disabled, literacy, fair housing, anti-predatory lending, legal services, and substance abuse services. This foundational connection will allow for immediate technical assistance and referrals between programs.

Citizen Participation

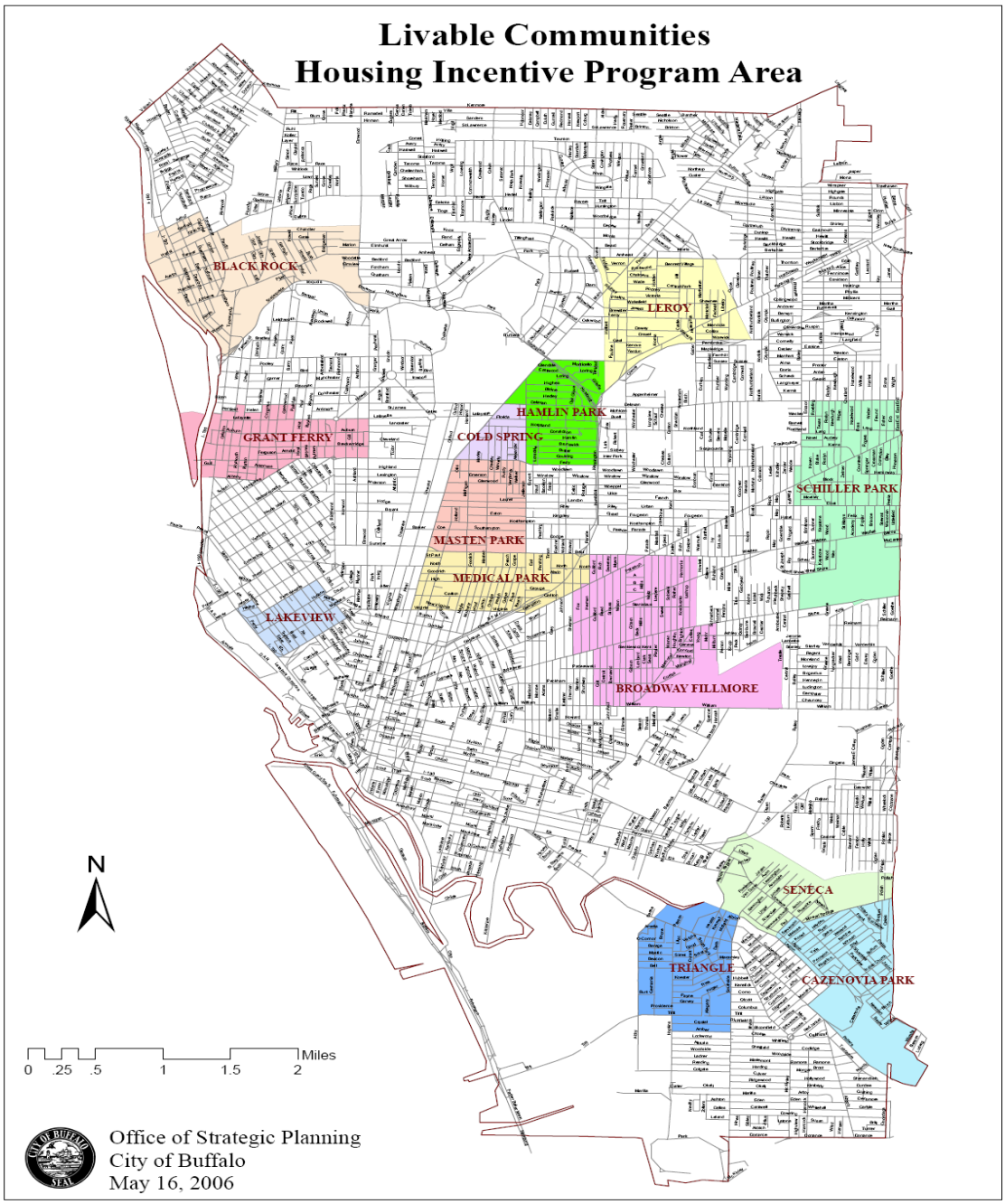
1. 2012-2013 CAPER Report

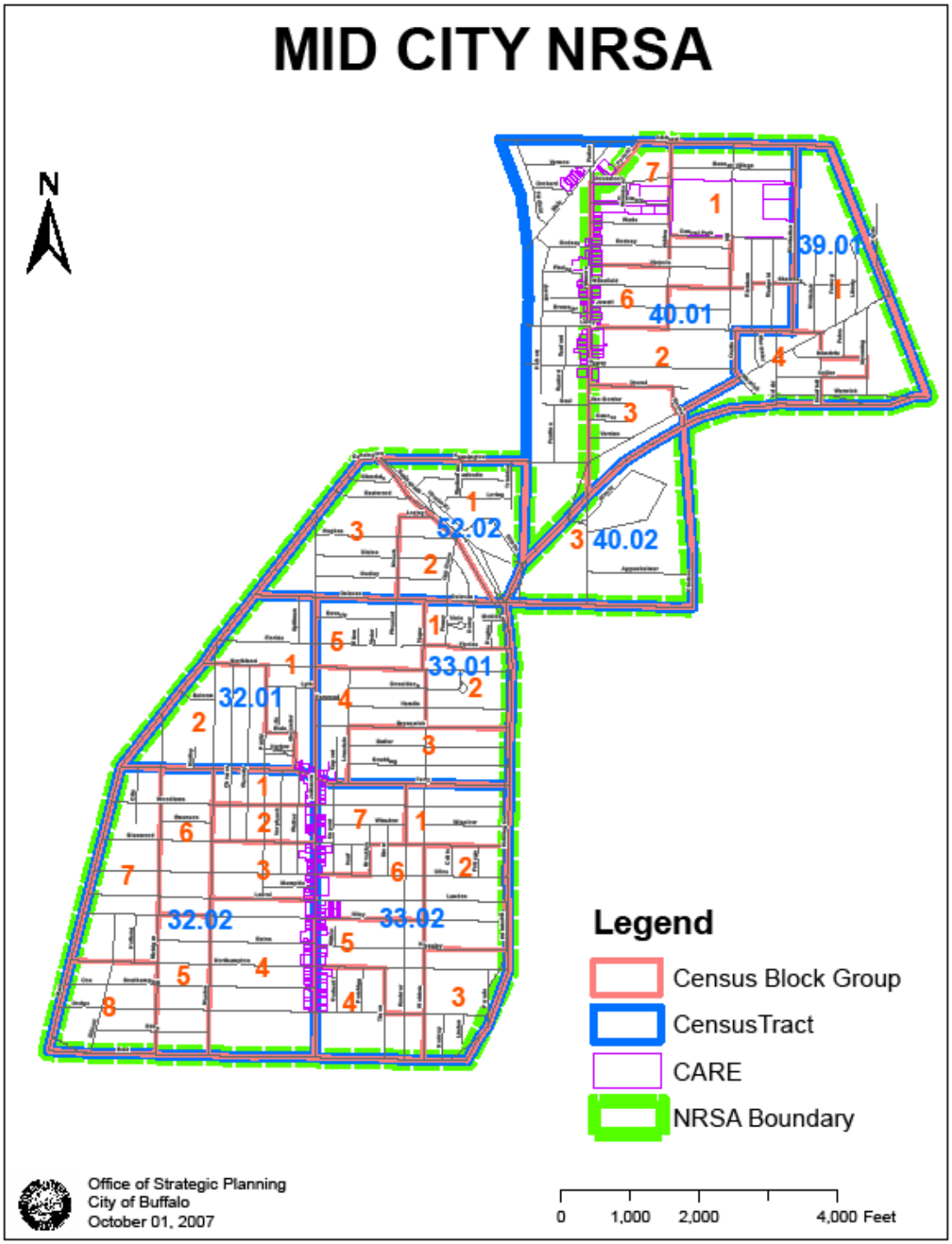
BURA of Buffalo issued a public notice in the Buffalo News on August 14, 2013 advising the public that the CAPER is available for review in room 214 of City Hall during a prescribed 15-day comment period. In addition, the report may be viewed on-line at BURA and the City's website at the following link:
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 2012, PR83 CDBG Performance Measures Report, PR84 CDBG Strategy Area, CDFI & Local Target Area, PR85 HOME Housing Performance Report, 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.

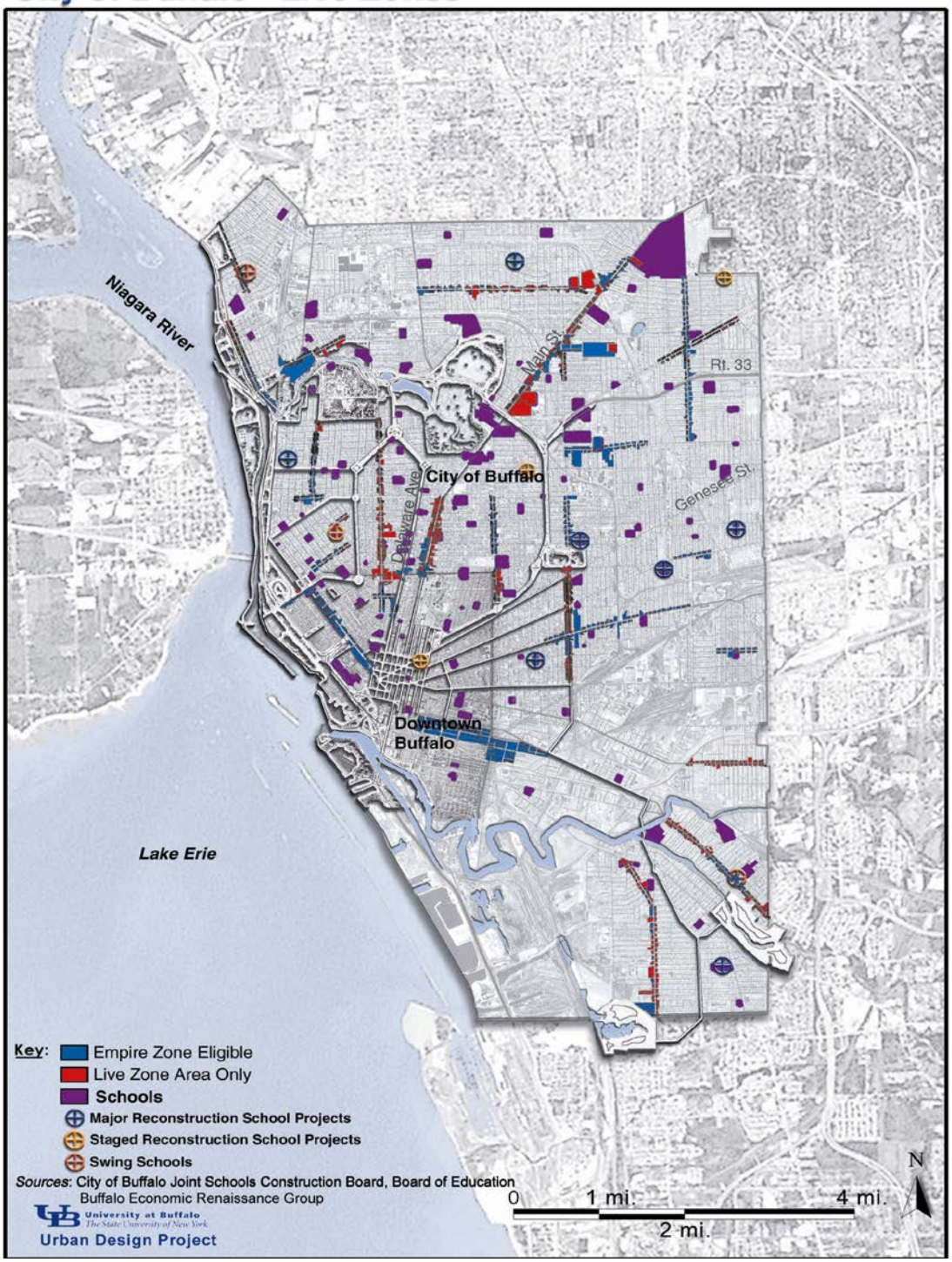
The following maps provide the geographic distribution of program activities.

Low-Moderate Income Eligible Areas

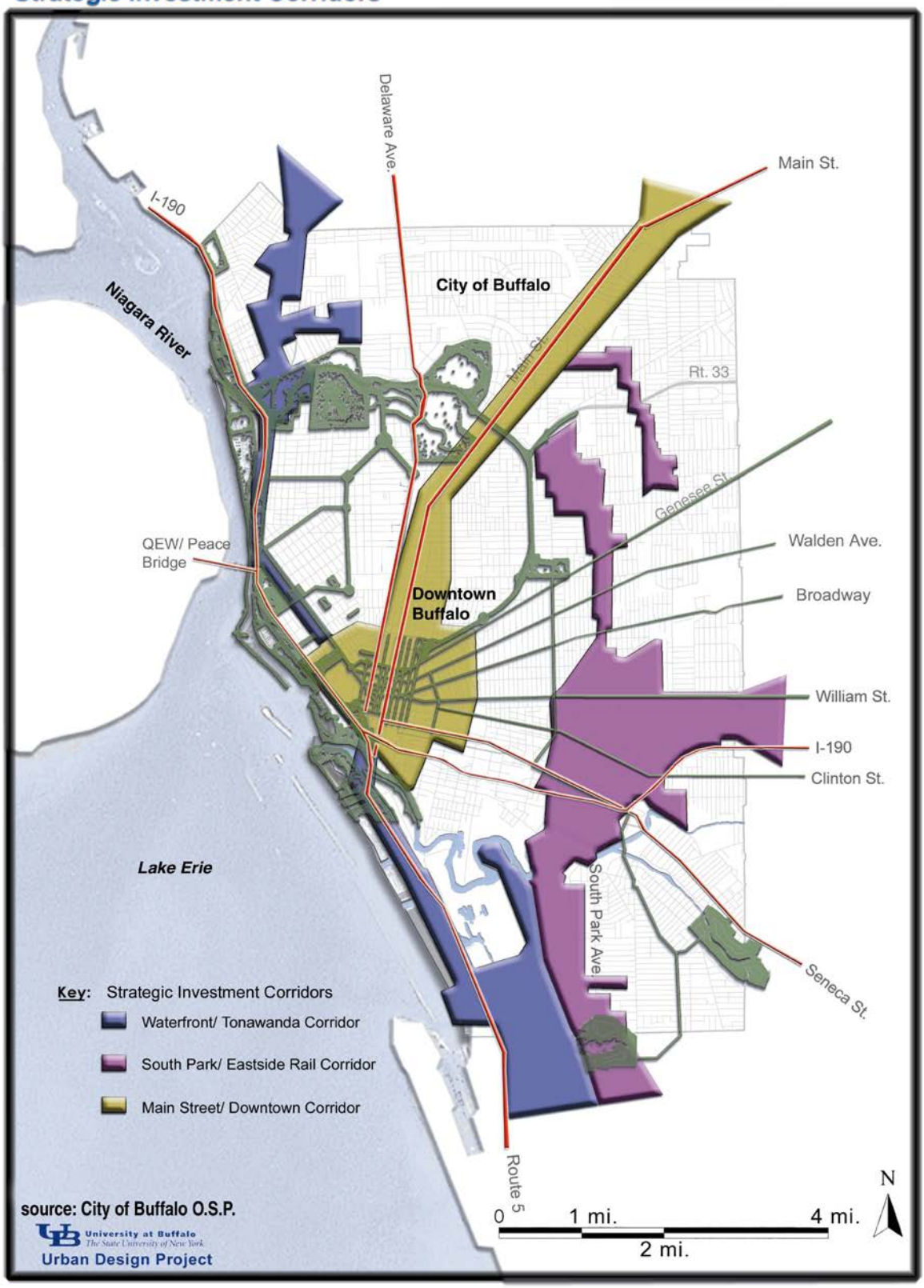

Livable Communities
Housing Incentive Program Area
BLACK ROCK
LEROY
HAMLIN PARK
GRANT FERRY
COLD SPRING
SCHILLER PARK
MASTEN PARK
MEDICAL PARK
LAKEVIEW
BROADWAY FILLMORE
SENECA
TRIANGLE
CAZENOVIA PARK
N
0 .25 .5 1 1.5 2 Miles
Office of Strategic Planning
City of Buffalo
May 16, 2006


MID CITY NRSA
N
39.01
40.01
40.02
52.02
33.01
32.01
32.02
33.02
Legend
Census Block Group
CensusTract
CARE
NRSA Boundary
Office of Strategic Planning
City of Buffalo
October 01, 2007
0
1,000
2,000
4,000 Feet

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): 1302 BG 2 & 5500 BG3. A total of $183,782.98 was invested in public facilities during the period.

Park/Playground improvements were concentrated in the following census tracts and block groups (BG): 2 BG7, 3 BG1, 4 BG1, 11 BG1&3, 12 BG1, 15 BG1, 19 BG5, 20 BG2, 24 BG3, 26 BG1, 28 BG2&7, 30 BG2, 35 BG4&8, 37 BG2, 38 BG1, 45 BG1, 47 BG4, 1302 BG2, 1402 BG1&3, 2502 BG2, 3202 BG5, 3302 BG5&7, 3901 BG1&4, 4001 BG2&4, 4402 BG1, 5600 BG3, 5800 BG2, 6202 BG9, 70 BG3 & 7101 BG4. A total of $234,305.84 was invested in park/playground improvements during the reporting period.

Sidewalk/Streetscape Improvements were concentrated in the following census tracts and block groups (BG): 3 BG1,3,4&5, 2 B G3&4, 31 BG3,4,5,6&8, 37 BG1&2, 38 BG2&3, 70 BG5, 2502 BG1,2,3&4, 3201 BG1&2, 3202 BG1,2,3,4,5,6,7&8, 3301 BG2,3,4&5, 3302 BG1,2,6&7, 3400 BG7, 3901 BG1&4, 4001 BG1,2&6, 4300 BG2,3,4,5,6&7, 5500 BG4&5, 5900 BG2,3,4&5, 6100 BG1,2,3&4, 6501 BG4, 6702 BG1, 6900 BG4 & 7101 BG2,3,4&5. A total of $ 28,936.05 was invested in sidewalk/streetscape improvements during the period.

Public Service agencies were located in the following census tracts and block groups (BG): 5 BG1&3, 10 BG9, 12 BG3, 1301 BG2, 1401 BG2, 1500 BG7, 1600 BG1,3&4, 1700 BG1, 1800 BG1, 2300 BG3, 2501 BG3, 2502 BG3&6, 2701 BG3, 3202 BG6, 3400 BG1, 3500 BG2, 3600 BG5, 3700 BG2, 4001 BG2, 4300 BG4,5,6&7, 4601 BG3, 5100 BG3, 5600 BG3, 6100 BG1&4, 6502 BG1, 6702 BG3, 6900 BG2&5, 7101 BG2&5 & 7201 BG1&2. A total of $1,848,011.14 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): 6 BG1, 10 BG2&4, 17 BG4, 20 BG1, 24 BG2&5, 31 BG3, 34 BG5, 3902 BG5, 47 BG2, 51 BG4 & 6301 BG4. A total of $57,910.00 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 BG3,

28 BG4, 29 BG4, 34 BG7, 35 BG6, 36 BG1, 41 BG4, 45 BG1, 55 BG2&3, 61 BG4, 69 BG8, 70 BG2, 2701 BG2, 2702 BG5 & 3202 BG4. A total of $75,819.47 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): 2 BG5&6, 41 BG2, 55 BG5, 58 BG8 & 70 BG3. A total of $57,479.51 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, August 30, 2013.

Institutional Structure

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

The City and BURA continue to strive to improve the policies, procedures and resources available to ensure the success of our efforts and the compliance with grant regulations.

As mentioned earlier, the City's Dept. of Administration, Finance, Policy & Urban Affairs (DAF) has taken over responsibility for all fiscal administration and management of HUD grants. The City's Dept. of Audit and Control has taken over responsibility for the drawdown of funds from HUD. This has involved a lengthy transition period and the development of new policies and procedures which is an on-going process. BURA is now being funded through a subrecipient agreement to manage and administer CDBG and HOME programs. This transition involved much collaboration between City departments and BURA in order to develop new systems as well as policies and procedures to comply with all grant regulations.

During this reporting period, administration for the ESG and HOPWA grants were transferred to the Dept. of Community Services. The Dept. of Community Services handles youth and senior programs throughout the City. CDBG programs and services for senior, youth, disabled, literacy, fair housing, anti-predatory lending, legal services, and substance abuse services are all under the umbrella of the Division of Contract Services. This foundational connection will allow for immediate technical assistance and referrals between programs.

During the reporting period we continued to train staff to allow us to institute our revised monitoring plan. The National Development Council (NDC) continued to provide technical assistance to staff. 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.

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 both the City and 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 and City policy requirements such as insurance and program reporting.

All subrecipients receiving funding to provide human service programs are monitored on an annual basis. Monitors visit the site and test that programs are being conducted and verify that numbers of participants are supported by adequate documentation. Monitors conduct a risk assessment and any agencies that are rated high will receive additional monitoring visits. 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.

Six experienced housing groups participate in the Community Partnerships Initiative (CPI) for BURA.

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

Monitoring of these organizations is accomplished by offering technical assistance/training, the review of monthly reports and conducting yearly evaluations:

Technical Assistance/Training: A training session is held during the contract period to review current policies/procedures, program forms, work plan activities and contract schedule. This session is mandatory for all new employees assigned to the CPI contract. On-going technical assistance, on-site visits and training is available throughout the contract year to help enhance the administrative and management capacities of the groups.

Monthly Reports: The community based organizations continue to be monitored through the review of the monthly reports. Uniform reporting forms are completed and must note any obstacles to performance and measures taken to overcome those obstacles. Payments are made to the groups based on a schedule of fixed fees and the submission of the invoice and activity tracker forms. The tracker form, at a glance, allows staff to determine if the groups are meeting or exceeding specific benchmarks listed in the work plans. The groups are contacted, via phone or electronic mail, if additional information is required to support the request or to provide an explanation of why benchmarks have not been met. A payment recap report is also updated and monitored each month to verify the timely expenditure of funds.

Yearly Evaluations/On-Site Meetings: OSP follows an annual monitoring plan. Pre-monitoring includes the completion of a Risk Assessment and Monitoring Tool form for each housing agency. This tool allows the monitor to conduct an overall assessment of the agency and determine if a site visit is warranted. Other items reviewed include the monthly progress reports, draw down requests, and general program correspondence. Additional items considered include previous compliance or performance problems, failure to meet the work plan schedule or the lack of timely reports.

Four of the six contract agencies were selected to receive an on-site visit. Each agency was notified of the date/time, items to be reviewed and the OSP/FCA staff member assigned to conduct the review. An entrance conference, with the executive Director, staff and board member, was held to explain the reason for the site visit. A monitoring checklist was followed and documents and files were reviewed by the staff. An exit conference was conducted to present a general overview of the results of the monitoring and to allow the agency to voice any concerns or provide additional information.
A follow-up letter, along with the monitoring report, is drafted and sent to the agency. The report lists the successes of the agency, items of concerns to be addressed along with recommendations. Each agency had a 30-day deadline to provide a response.

2012 Monitoring Schedule

CBO	Site Visit # 1	Site Visit #2	Desk Review
Ellicott District CD	May 15, 2012	June 7, 2012	
Fillmore Leroy Area Residents	May 17, 2012	June 11, 2012	
Lt. Col. Matt Urban Center	N/A	N/A	August 13, 2013
Old First Ward CA	May 14, 212	June 7, 2012	
University District CDA	June 5, 2012	June 12, 2112	
West Side NHS	N/A	N/A	August 14, 2012

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 g reater risk of non-compliance, or where regulatory requirements provide for established frequency of monitoring, Program Staff will schedule on site monitoring visits. U pon 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, 2012 – April 30, 2013 reporting period (Program Year 38). 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. A ll 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.

2. Describe the results of your monitoring including any improvements

OSP staff met with representatives from each of the six groups to discuss the assessment report, the organization's response and actions to be taken. Budget modification and extension of the contract period were also discussed. I tems cited in the reviews included: t he timeliness of the administration of the programs, the capacity of the agency (staff, board, and finances) and t he organization's record and file retention policies and procedures.

Meeting Schedule

CBO	Follow-up Meeting
Ellicott District CD	September 28, 2012
Fillmore Leroy Area Residents	September 27, 2012
Lt. Col. Matt Urban Center	September 18, 2012
Old First Ward CA	September 18, 2012
University District CDA	October 9,2012
West Side NHS	October 1, 2012

The agencies continue to improve by identifying additional resources to augment current administrative and pr ogram budgets. We've moved to the submission of electronic monthly reports. A gencies are expected to submit the monthly report and all support documentation via electronic mail. The agencies continue to spend down administrative contract funds in a t imely manner.

HOME Grant

2012 Rent & Occupancy Report: Owners of HOME-assisted multi-family rental projects are required to submit a Rental Housing Project Compliance Report each year to determine if occupancy and rent standards are being met. Compliance report forms were sent to the twenty-four HOME-assisted multi-family rental projects.

Compliance Monitoring: It is the responsibility of the Office of Strategic Planning (OSP) to monitor the continuing compliance of all units that have received HOME funds in accordance with HUD regulations contained in 24 CFR part 92. This past year, the expanded desk review included the examination of the project's HOME Project Compliance Report, rent roll, unit vacancy report, affirmative marketing outreach efforts, insurance coverage and audited financial statements.

Desk reviews for all of the projects were conducted and the monitoring site visit schedule was drafted for the year. The visits were prioritized according to the groups requiring follow-up for past performance and groups to be scheduled according to the number of HOME assisted units. A pre-monitoring letter was sent at least one month prior to the scheduled visit. This letter confirmed our visit (date and time) and it included a checklist of items that were to be available at the time of the visit. The confirmation letter also allowed the property manager to provide ample notice, to each tenant, of the inspection process.

The site team conducted a review of a minimum of five files or 20% of the HOME assisted 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 may already have been taken to address areas of non-compliance or non-performance.

A monitoring letter and written report were then prepared and sent to the owner/management. If the property was noted as full compliance then the file was closed. In other cases, a written response from the owner/manager was due to be submitted to the Office of Strategic Planning within 30 days of the date of the monitoring report. 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 is 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) were provided by OSP staff.

Site Visit Schedule:

Date of Site Visit	Project Name	Address
October 3, 2012	Francis John Apartments	1201 Broadway
October 10, 2012	La Casa De Los Tainos	333 Trenton
October 17, 2012	Seneca Cazenovia Senior Housing	2169 Seneca Street
October 24, 2012	Ivy Rose Apartments	1180 Hertel Avenue
October 31, 2012	St. Martin Village	564 Dodge Street
January 30, 2013	Oak Street School	266 Oak Street

Date of Site Visit	Project Name	Address
February 6, 2013	Frederick Douglass I	515 Clinton
February 13, 2013	Holy Family Apartments, L.P.	920 Tifft Street
February 20, 2013	Woman for Human Rights & Dignity	413 East Delavan
February 27, 2013	Second Chance Ministries	363 East Ferry
April 10, 2013	Ellicott Homes	424 Swan Street
April 17, 2013	Frederick Douglass II	515 Clinton
April 24, 2013	School House Commons	1005 Grant St.

Results:

The monitoring team visited and drafted reports for the thirteen multi-family HOME-assisted projects.

- Three projects were found to be in full compliance (no findings and/or concerns noted by the monitoring team).
- Two projects were cited for various issues associated with the property/building maintenance, audit, or income certifications. The cited issues were addressed and the files were subsequently closed.
- Five projects have various minor issues cited and follow-up is necessary.
- Two projects require follow-up visits to discuss issues cited during the site visit.
- One project has had numerous issues and will require intervention to help develop solutions. A possible work-out plan is being considered after meeting with the owners to discuss the financial and physical state of the property.

The monitoring team works with the management/owner to provide technical assistance prior to and after the visit (via phone calls, emails, etc.) to ensure the issues cited in the reports are satisfactorily addressed and resolved by the property owner/management.

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.

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. Self Evaluation

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

The primary responsibilities of the CBO network include:

- 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 t he single parent households benefit from the programs.
- The coordination of the Home Buyer Assistance (Down Payment and Closing Costs) Program.
- The research of a t arget/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.

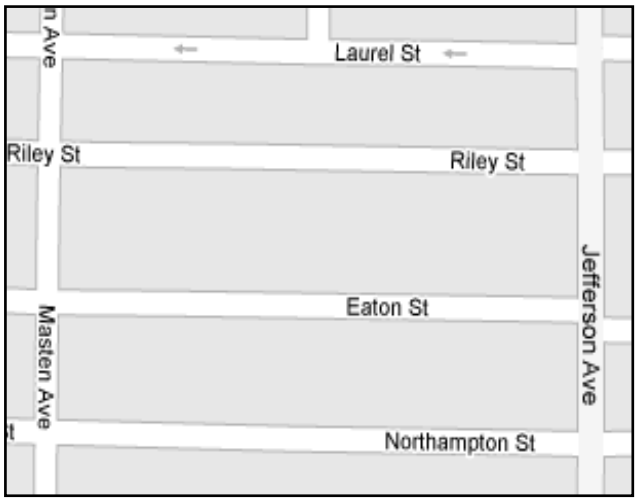
- Research, identify and apply for other private and public funds to help leverage or augment current resources.

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 n ot anticipate full results to become clear for another year. O ur 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. A ppraised values in the Homeownership Zone continue to rise. I n 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 B ethel 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.



Work on the dissolution of the Buffalo Economic Renaissance Corp. continued and is very near completion. 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 extended its contract with the New York Business Development Corporation (NYBDC) for 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

In the prior year, BURA developed 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 pai nting 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 is currently awaiting HUD's approval to move forward with its economic development programs. U pon HUD's approval, we are ready to issue the request for proposals for this new program.

Development of a Commercial Corridor Improvement Program

BURA has developed a comprehensive program that will incentivize neighborhood commercial corridors to create business associations. Upon approval by HUD, 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) businesses into the Broadway Market. These include an Asian vegetable and fruit stand; Some Kind of Wonderful Burgers; Buffalo Sambusa homemade sambusa and pizza; a sand art home décor stand and a hair accessory stand. Also, a seasonal vendor has decided to move her perogi production company into the market. She also has a retail stand in the market. Finally, during this time frame a business featuring Jamaican Jerk Chicken Spices is in the planning stages to open a retail stand.
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 and City OSP staff also provided technical assistance to ten (10) Market tenants and were 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.

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

The CBO groups, as part of their CPI work plan, continue to build and sustain healthy and stable neighborhoods through the creation of affordable housing rehabilitation and homeownership opportunities and by addressing neighborhood quality of life issues and concerns through programs and services implemented by the Community Based Organization (CBO) network. They also continue to supplement the work plan by offering additional program and services funded by other sources.

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. .

Significant success was achieved in the provision of HOME funds to support creation or renovation of 126 affordable rental units to ensure decent housing and a suitable living environment for low income households. The average HOME funding provided for each rental unit when considered against the total funds allocated is $56,350, although the true cost of each HOME-assisted unit varies by project.

D. Indicate any activities falling behind schedule.

The submission of applications for the NSP Block by Block program has fallen short of the contract goal.

Over 45 applications for the Weatherization program have been placed "on-hold" and have not been processed by OSP. The emergency program was prioritized due to the immediate need of the emergency conditions.

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.

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.

The CPI work plan and the CBO network contribute to identifying, addressing and solving neighborhood and community problems.

The vulnerable population of seniors and low income families are helped through the emergency condition rehab program.
Lead safe housing is made available through the HOME multi-family and CHDO programs.

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 427 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.

The absence of a rehabilitation loan program impact the type of assistance that can be offered to residents, especially those residing in the selected target/focus areas.

Applicants that fail to meet the eligibility requirements of the programs and have no other options to address emergency housing conditions.

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

The City of Buffalo is committed to integrating lead hazard control policy into all revitalization projects. E xamples include the HOME funded CHDO acquisition/rehab/resale activity, the HOME funded Multi-Family Rental projects and the CDBG rehab assistance. BURA requires compliance with 24 CFR 35 by all participating parties, unless exemptions apply. P rocedures for notification, assessment, interim control of lead-based paint hazards and c learance area followed. C onditions to be addr essed are identified in the risk assessment completed for each property, and w ork items relating to these conditions are listed in the specification and bid package. C onditions relating to occupant protection, relocation, and w orksite preparation are also included in the specification boilerplate to ensure that regulatory standards are met.

BURA contracts with Belmont Shelter Corporation to provide risk assessment and lead clearances for properties funded through various programs:

- Neighborhood Stabilization Program - Eight structures, consisting of twelve units, received interim measure to alleviate lead hazards and all units received lead clearance.
- CHDO – two structures, consisting of six units, received interim measures to alleviate lead hazard and all units received lead clearance.
- CDBG – No units were identified. The City of Buffalo restricted a majority of the rehab assistance to address emergency conditions such as roofs, hot water heaters, etc. Due to the nature of the repairs, these activities were classified as lead exempt.

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 t he Community Foundation of Greater Buffalo serves as the lead agency. T hrough 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, participate in the GHHI Production Collaborative. The working group meets to facilitate cross referrals among the GHHI partners, identify funding resources to address the needs of the individual homes and contribute to the overall unit production Other partner agencies include Belmont Housing Resources, the Erie County Department of Health, New Buffalo Impact and N ew York State funded

Weatherization organizations. 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 N YS 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.

Despite the moratorium on new activities and the obligation of prior year funds, OSP continued to emphasize the importance of improving the capacity of our CHDO and Community Based partners as agents to support and maintain affordable housing. Groups were encouraged to propose projects for homeownership that would generate Proceeds to be channeled back into the community for home repair programs. In addition, during the past year the City relied on established developers to ensure the provision of affordable housing. Further details regarding specific actions, programs and projects are found in the **HOME / American Dream Downpayment Initiative (ADDI)** narrative section.

In the coming year we will continue to work with our CBOs to focus **owner occupied rehab** in targeted areas. Although the areas are small in size, we 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. will continue to act as the rehab program service delivery agent

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 – Provide funding emergency repairs to allow **66 homeowners** to address major systems such as roofs, water or sewer lines, furnaces, hot water tanks, and electrical panels;

Results: Emergency assistance funded through the CDBG **11 structures** representing **19 units**. 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 **$102,000 in CDBG funds** was allocated to these properties at an average cost of $9,272 per structure.

Goal Two – Offer housing rehab assistance to **22 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;

Results: Rehab assistance, funded through the **HOME program**, was provided to rehabilitate **1 owner occupied structures** representing **1 unit.** A total of **$52,350** was allocated to this property. 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

OSP Owner Occupied Housing Programs

Under the Owner Occupied Housing Rehabilitation Assistance Program, OSP closed loans for **20 owner-occupied and rental housing units** in the program year. These units represent **12** properties (**6** single-family and **5** two-family, and 1 four-family home) with a total of **8** 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	Total Owner Occupied Units
0 - 30% of median	0	3	3
30 - 50% of median	1	5	6
50 - 80% of median	0	3	3
Total all categories	1	11	12

Tenant Characteristics

Income Level	Rehab Loans/ Assistance	Emergency Assistance	Total Tenant Units
0 - 30% of median	0	0	0
30 - 50% of median	0	1	1
50 - 80% of median	0	0	0
Over 80% of median	0	1	1
Vacant units	0	6	6
Total all categories	0	8	8

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

Goal Three - Assist private developers to create **seven new affordable rental units**;

Results: The City of Buffalo provided more than $ 7,100,000 dollars in HOME funding for four major affordable rental housing projects during the reporting year to support a total of **219** affordable rental units, of which **126** are designated as HOME-assisted units. The HOME funds leveraged approximately forty-one million dollars from a variety of sources to ensure the continuing availability of affordable rental units.

The **White Brothers Livery and Boarding Stables Conversion Project** will provide for construction of fourteen (14) units of low income rental housing through the conversion of the former White Brothers Livery and Boarding Stables at 430 Jersey Street. West Side Neighborhood Housing Services will use $989,986 in federal HOME funds in addition to funds provided through the New York State Department of Housing and Community Renewal, the Federal Home Loan Bank, the City of Buffalo Restore Program and redeveloper equity to support this $3.3 million dollar conversion. All 14 units will be designated as HOME-assisted.

The **St John Fruitbelt CDC Townhouses Project** will provide for the construction a total of 49 new apartments, including 2-BR, 3-BR and 4-BR. Sixteen units will be designated HOME-assisted units. The Developer will use $2,750,000.00 in HOME funds provided by the City of Buffalo Urban Renewal Agency, in addition to $2,400,000 provided through the New York State Housing Trust Fund Corporation; $955,500 from the Federal Home Loan Bank of New York, (FHLBNY), or developers equity if FHLBNY funds are not available, $98,000 from NYSERDA and $8,853,529 of equity from the sale of low income housing tax credits for a total development cost of $15,057,029

The conversion and adaptive reuse of the former School 60 at 238 Ontario Street will create a total of 68 affordable rental units for low income individuals under the **Riverside Special Needs Apartments** project. Forty-five units will be available as permanent supportive housing for New York State Office of Mental Health (OMH) consumers. Ten studio apartments and fifty-seven one-bedroom units will be provided along with one two-bedroom unit. All units will be designated as HOME-assisted.

Riverside Special Needs Apartments

The Developer will use $1,500,000.00 in HOME funds provided by the City of Buffalo Urban Renewal Agency, in addition to $2,400,000 provided through the New York State Housing Trust Fund Program, $13,484,022 in Low Income Housing Tax Credit equity funding, and permanent financing of $2,976,781 from the Community Preservation Corporation, for a proposed total project cost of more than $20.3 million dollars, including reserves and escrows.

The **Mariner Towers/Townhomes Project** at 186 Efner Street will provide for renovation and upgrades to seventeen Townhouse buildings containing eighty-six 3-BR units. BURA HOME funding will support renovations to five townhouse buildings containing twenty-six (26) three-bedroom HOME-assisted units.

The Developer will use a variety of resources, including $1,635,000 in HOME funds to finance the total project cost of more than $11.8 million dollars.

The **PUSH** (People United for Sustainable Housing) new construction project shall consist of the acquisition of two city-owned lots as 335 and 339 Massachusetts Avenue and construction of a new **duplex-style two-family home** at the combined site. Both units will be designated as HOME-assisted units.

PUSH will use $322,817.00 in HOME funds provided by the City of Buffalo Urban Renewal Agency, in addition to $60,074 provided through the New York State Housing Sustainable Neighborhoods Demonstration Program; $120,000 from the NYS RESTORE Program; and $17,300.00 from the Federal Home Loan Bank of New York, (FHLBNY), or developer equity if FHLBNY funds are not available, for a total development cost of $520,191.

Goal Four - to provide financial assistance to approved Community Housing Development Organizations (CHDOs) to create to **three 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 finalized the sale of the three remaining units in the **19th Street Project** on the city's West Side and all three units were closed during the reporting period. A total of **$175,240** was allocated to these properties (reported in the 2010-2011 CAPER). Demographics for the buyers are reported below.
The most recent acquisition/rehab/resale project at 82 Wakefield in the Fillmore-Leroy (FLARE) area was completed and sold during the reporting period. Closing is pending.

In addition, funds were provided to Belmont Housing Resources of WNY and its CHDO development partner, New Opportunities Community Housing Development Corp for the renovation of five existing one- and two-family structures in the Block by Block area within the Mid-City Neighborhood Revitalization Strategy Area. Planning and predevelopment work for the properties has begun and construction is expected to begin in the fall. This project will result in the creation of 8 fully renovated, lead safe and affordable owner occupied and rental units.

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

Objectives –

c) Demolish 132 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.

d) 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:

Due to the hold on HUD funding for the 2012-2013 year, we were unable to meet all of our goals for 2012-13 program year. $2,218,264 was disbursed for 99 properties that were demolished and for properties requiring environmental work - asbestos surveys & sampling as well as air sampling & monitoring.

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.

Also during the program year, the city expended $2,756,618.00 in Capital Bond Funds to do 112_demolitions/asbestos removals. Also, there were 31 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.

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

Objectives –

b) 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, 2012 – April 30, 2013, 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 six agencies submitted a total of 109 applications to Belmont Shelter Corporation, the loan administrator, for consideration for the program.

Program	Applications
Emergency	19
Emergency – Roof	87
Block-By-Block Loan	3
Total	109
Apps rejected or withdrawn	-17
Total	92

Home Buyer Assistance (Down Payment and Closing Costs) Program. Although no applications were funded by HOME dollars during this reporting period, agencies continue to refer clients to the other not-for-profit for possible funds and Home Buyer Education classes. Another agency conducted one-on-one sessions with clients and help qualify applicants for a faith-based funded housing project.

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 allows 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 allows 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.

Approved Target/Focus Areas

District	Street
Delaware	Fairchild, Linden & Tioga
Ellicott	Peach (Fruit Belt)
Fillmore	Fillmore Avenue (Broadway-Fillmore)
Lovejoy	Academy & St. Marys (Schiller Park)
Masten	Leroy (Fillmore-Leroy)
North	Dearborn (Black Rock)
South	Buffum & Parkview (Cazenovia Park)
University	Dartmouth
West	Baynes (Grant-Ferry)

The proposed areas were reviewed and approved by the OSP Planning Division. All of the proposed target areas are within HUD-eligible block groups

Websites: The CBOs are responsible to continue to update the content of the site and to include up-to-date information regarding neighborhood news, program products and other services. Groups also use social networking service/websites to communicate with area residents and keep them informed regarding upcoming meetings, events and programs. These sites also allow residents who may not know each other to communicate about common issues and neighborhood concerns.

CBO	Web Sites
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 continue to update their resource directory published for their assigned council district. A special emphasis was placed on updating information pertaining to city offices, 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 published are made available to area block clubs, youth/senior centers and civic organizations. Electronic versions are also available on each agency web site.

CBO Community Outreach/Participation: The CBOs have noted 2,392 referrals for access to fair housing, legal or human service services and programs. 1,287 callers were referred to various agencies for home buyer education or down payment and closing costs assistance. The CBO staff continues to attend or sponsored community events such as financial workshops, mortgage check-up seminars and neighborhood clean-ups. Staff also attends meetings held 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, HOME, Weatherization, Homeless Housing), NeighborWorks®, Federal Home Loan Bank, Community Foundation of Greater Buffalo, various other foundations, Home Depot, Lowes and area banks.

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 (for example, Green and Healthy Homes Initiative) while other groups meet to discuss ways they can collaborate on programs and/or shared staff. Two area not-for-profit groups share staff members and an executive director. They also extended their work day and moved to a four day work-week. One agency is always open to meet with clients. The extended work day accommodates after work appointments and the four day work-week helps the groups realize cost savings associated with staff and utilities.

Other Activities –

The City also provided **down payment and closing cost assistance** using CDBG funds identified in prior year Action Plans. Closing Cost assistance was provided to **five (5)** homebuyers who purchased single family homes in various locations throughout the City. All buyers were 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

$130,917 in CDBG funds (averaging $4,514 per homebuyer) was allocated to assist these new homebuyers. Demographics for the buyers are reported below.

In addition, in 2010, the City of Buffalo was awarded $998,700 under the New York State Housing Finance Agency's administration of the federal Neighborhood Stabilization Program along with an additional $220,000 in NYS Affordable Housing Corp funds. In 2012, renovations to eight (8) existing one- and two-family homes containing a total of thirteen (13) units were completed under this initiative and in early 2013 all units were sold to low income first time homebuyers. Belmont Housing Resources of WNY and its CHDO development partner, New Opportunities Community Housing Development Corp used CHDO proceeds from previously completed projects to supplement the NSP funds. All buyers have received mortgage commitments and closings are pending.

Further, True CDC finalized sales and closings for three new single family homes to low/moderate income buyers as part of the **Woodlawn Homes New Housing Project**. Construction for that project was completed in the 2011-2012 reporting period. Demographics for the buyers are reported below.

Homebuyer Characteristics

Income Level	HOME New Housing Construction	CHDO Rehab / Resale Projects	CDBG Down Payment and Closing Cost Assistance
0 - 30% of median			
30 - 50% of median	1		2
50 - 80% of median	2	3	3
Total all categories	3	3	5

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. The City 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, using federal CDBG 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 2012-2013, 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 III –The Buffalo Municipal Housing Authority continues to work with neighborhood stakeholders to prepare for the development of fifty (50) public housing units at a cost of approximately $13 million. Recently awarded tax credit equity for the project, it is expected that all financing for this project will be completed by year end.

Kensington Heights Development

During Phase II of this project, 2 high-rises have been abated with plans for future abatement in the final 2 towers along with demolition of all 4 remaining buildings. BMHA has submitted a Brownfield application to the State of New York for cleanup of the entire site.

Woodson Gardens Development

Woodson Gardens has been abated and demolished and is presently undergoing site work to make the former site shovel-ready for future development.

Choice Neighborhood Planning Initiative

On June 30, 2013, the Buffalo Municipal Housing Authority submitted to the U.S. Department of Housing & Urban Development a Transformation Plan, which was the result of the 2011 Choice Neighborhood Planning Initiative. This plan is the guiding document for the BMHA's Choice Neighborhood Implementation Grant which is being prepared for a September 10, 2013 submission to HUD.

The City of Buffalo has joined BMHA as co-applicant of the BMHA PCN application which is proposing to develop 443 new mixed income units along with 20 homeownership units over the next five (5) years. It will also include the construction of a 70, 000 square foot multi-purpose community facility which will house a gymnasium, swimming pool, fitness center, senior citizen center, early childhood classrooms and various other supportive services. Additional parkland and new street development will also be included in the proposed revitalization plan.

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 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.

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. The City of Buffalo Office of Strategic Planning (OSP) sponsors 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. The City provided funding for the following programs utilizing HOME funds during the report year -

- Rehabilitation assistance for one owner occupied unit;
- New construction with direct subsidy assistance for purchasers of new housing.
- Development of affordable housing opportunities for low and moderate income homebuyers through Community Housing Development Organizations (CHDOs) and partnerships with private developers.
- 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 <u>HOME Multi-Family Rental Rehab</u>

<u>2012 Rent & Occupancy Report:</u> Owners of HOME-assisted multi-family rental projects are required to submit a Rental Housing Project Compliance Report each year to determine if occupancy and rent standards are being met. Compliance report forms were sent to the twenty-four HOME-assisted multi-family rental projects.

<u>Compliance Monitoring:</u> It is the responsibility of the Office of Strategic Planning (OSP) to monitor the continuing compliance of all units that have received HOME funds in accordance with HUD regulations contained in 24 CFR part 92. This past year, the expanded desk review included the examination of the project's HOME Project Compliance Report, rent roll, unit vacancy report, affirmative marketing outreach efforts, insurance coverage and audited financial statements.

Desk reviews for all of the projects were conducted and the monitoring site visit schedule was drafted for the year. The visits were prioritized according to the groups requiring follow-up for past performance and groups to be scheduled according to the number of HOME assisted units. A pre-monitoring letter was sent at least one month prior to the scheduled visit. This letter confirmed our visit (date and time) and it included a checklist of items that were to be available at the time of the visit. The confirmation letter also allowed the property manager to provide ample notice, to each tenant, of the inspection process.

The site team conducted a review of a minimum of five files or 20% of the HOME assisted 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 may already have been taken to address areas of non-compliance or non-performance.

A monitoring letter and written report were then prepared and sent to the owner/management. If the property was noted as full compliance then the file was closed. In other cases, a written response from the owner/manager was due to be submitted to the Office of Strategic Planning within 30 days of the date of the monitoring report. 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 is 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) were provided by OSP staff.

Site Visit Schedule:

Date of Site Visit	Project Name	Address
October 3, 2012	Francis John Apartments	1201 Broadway
October 10, 2012	La Casa De Los Tainos	333 Trenton
October 17, 2012	Seneca Cazenovia Senior Housing	2169 Seneca Street
October 24, 2012	Ivy Rose Apartments	1180 Hertel Avenue
October 31, 2012	St. Martin Village	564 Dodge Street
January 30, 2013	Oak Street School	266 Oak Street

Date of Site Visit	Project Name	Address
February 6, 2013	Frederick Douglass I	515 Clinton
February 13, 2013	Holy Family Apartments, L.P.	920 Tifft Street
February 20, 2013	Woman for Human Rights & Dignity	413 East Delavan
February 27, 2013	Second Chance Ministries	363 East Ferry
April 10, 2013	Ellicott Homes	424 Swan Street
April 17, 2013	Frederick Douglass II	515 Clinton
April 24, 2013	School House Commons	1005 Grant St.

Results:

The monitoring team visited and drafted reports for the thirteen multi-family HOME-assisted projects.

- Three projects were found to be in full compliance (no findings and/or concerns noted by the monitoring team).
- Two projects were cited for various issues associated with the property/building maintenance, audit, or income certifications. The cited issues were addressed and the files were subsequently closed.
- Five projects have various minor issues cited and follow-up is necessary.
- Two projects require follow-up visits to discuss issues cited during the site visit.
- One project has had numerous issues and will require intervention to help develop solutions. A possible work-out plan is being considered after meeting with the owners to discuss the financial and physical state of the property.

The monitoring team works with the management/owner to provide technical assistance prior to and after the visit (via phone calls, emails, etc.) to ensure the issues cited in the reports are satisfactorily addressed and resolved by the property owner/management.

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.

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 38 Annual Action Plan, The City and BURA continue 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, the City and 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, the City has provided funding to agencies to address needs along the continuum of care. During the 2012-2013 program year, funds were awarded to fifteen agencies serving the homeless. The City 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 twelfth year the City received funds as an entitlement community under the HOPWA program. The City continues to encourage participation by providers who can best meet the needs of the minority community. In selecting subrecipients, the City 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.
- Rapid rehousing funds to provide for the cost of settling individuals and families into permanent housing.

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 t he activities of the Emergency Shelter Grant in the following section.

Emergency Solution 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 2012-2013 program year, the City of Buffalo was allocated $1,259,191 for Emergency Solutions Grant Program. Applications for ESG support are submitted by local agencies in response to an RFP. ESG funds were awarded to 15 agencies for the following programs in support of the Consolidated Plan.

City Mission: $75,000 to provide meals and emergency shelter for single adult men.

Compass House: $50,000 to operate a 13-bed shelter with supportive services for runaway and homeless youth between the ages of 12 and 17.

Crisis Services: $155,000 for case management and outreach efforts at area shelters and soup kitchens.

Family Promise: $9,000 to provide shelter for families and offer prevention services.

FLARE Teaching and Restoring Youth: $33,500 to support transitional housing and supportive services for young women who have been involved or at risk of becoming involved in prostitution.

Gerard Place: $33,500 for a 42-bed transitional housing program for homeless mothers and their children.

Legal Aid Bureau: $25,000 for legal representation to low-income homeowners who are facing foreclosure through the City of Buffalo in rem process.

Matt Urban Center Hope Center: $110,000 for street outreach where the chronically homeless can be found.

Neighborhood Legal Services: $60,000 to provide legal representation to prevent evictions, loss of federal subsidies and other services that prevent homelessness.

Salvation Army: $40,000 to assist homeless families locate permanent housing.

Saving Grace Ministries: $35,000 to operate a 33-bed transitional housing facility for homeless men on parole or probation.

VIVE: $30,000 to provide temporary shelter, meals, and support to families seeking asylum in either the United States or Canada.

Western New York Veterans Housing: $30,000 for a 40-bed transitional housing program serving veterans.

YWCA of WNY: $15,000 to provide transitional housing to young women in scattered site residences.

HOPE Center Success Story:

In last year's funding cycle, the Hope Center Outreach Team engaged more than 400 individuals and housed 75. Remarkably, this was achieved by a team of only two dedicated case managers. In January 2013, additional funding allowed us to hire a third outreach worker, Jason Flores. However, in March, one of the team members went out on disability, which brought the team back down to two. In January, team supervisor Holly Rutkowski received the Killian Vetter Individual Achievement Award for her excellent work in the field, part of which included her taking over as coordinator of the Code Blue outreach effort this past winter. The Outreach Team is actively involved in the mayor's weekly Clean Sweep Initiative and has been able to reach out to squatters who otherwise would likely not have been assisted.

Of the 75 individuals housed by the Hope Center Outreach team, below are the stories of a few who were assisted in finding permanent housing.

The Matt Urban Hope Center Outreach Team first engaged "Bob"* at the Friends of Night People soup kitchen. Bob is an elderly male who, as most homeless tend to do, kept quiet and out of sight. Bob had been living in an abandoned building for the past two years, and had experienced several homeless episodes over the previous thirty years. At the Western New York's Coalition for the Homeless' Project Homeless Connect, the Outreach Team introduced Bob to the Hope Center's Housing First team. Bob was 66 years old, had no income, and was living in an abandoned building on Maryland St.

The Hope Center guided Bob on his own pathway to prosperity through three of our in-house programs: the Outreach Team transitioned him to the Housing First team; which got him off the street and into permanent affordable housing; and then connected him to support services (available through the Hope Center after the six-month after-care case management services close out from the Housing First program).

If not for the initial work by the Outreach Team, which sought out street homeless, and built a rapport directly with Bob, as well as with Bob's friends on the street, Bob would not have warmth, food, clothing and a support network. Today, Bob resides at the Matt Urban Senior apartments. He receives his Social Security pension and, with some guidance, has learned to budget his money. After a transition period, Bob acclimated to apartment living and is now thriving in his new environment.
The Hope Center assists the homeless and poor of Buffalo by not only on providing housing, but by connecting these individuals to the long-term support services and networks necessary to put them on their own path to prosperity and keep them safe, comfortable and off the streets.

"Greg"* had been living in a camp behind a grocery market in South Buffalo for nearly two years when the Outreach Team met him. He had engaged off-and-on with outreach workers over the years, but the Hope Center team was able to make progress. Greg went willingly with an Outreach Team case worker to receive his benefits at the Erie County Department of Social Services. With temporary benefits in place, the outreach worker then secured a place to live for Greg. Then, his outreach worker helped Greg obtain an interview with Help Buffalo, where he

is now awaiting a second interview. With the help of the Hope Center Outreach Team, Ray was able to navigate the welfare system and receive the temporary anchor he needed to focus on his future. For Greg, this means employment and sobriety. Greg has maintained his sobriety for three months, in which he worked attentively with the Outreach Team to receive benefits and acquire housing.

The Hope Center Outreach Team found Peter* in his car, where he had been living with his dog for more than a year. Low wages and reduced hours at his employer caused Peter to lose his home. After working with the Outreach Team, Peter secured housing at Brothers of Mercy and obtained a job that pays $10 an hour.

We are grateful to the City of Buffalo for the funding that allows us to provide such a valuable service so integral to the mission of the Hope Center. Our team has been able to help numerous citizens of our fine city and is dedicated to serving even more in the future.

* The individual's name has been changed to protect his anonymity.

VIVE – Success Story:

Vive is the nation's largest refugee shelter—and it is located in the City of Buffalo. It has many needs.

Many of their supporters help with programs, and provide donations of clothing and household items. Unfortunately, people do not want to pay for our utilities! This is why we are so grateful that we get help from the City of Buffalo's Emergency Shelter Grant.

With the influx of refugees seeking asylum in the US, we have recently had an increase of 65% in the amount of long termers we house. Vive is and has become a transitional and temporary housing facility for many. In other words, Vive is a home to 48 refugees for the next 1-3 years.

The Emergency Solutions Grant has specifically helped the 3500 refugees stay warm with heat and used our cooking facility that uses gas and have electric so our legal department can register them and they can communicate with their families through email and phones. They arrived here with nothing but the clothes on their backs. They were never so happy as when we led them to their living quarters and they discovered that they would be housed in a site with electricity and heat. They thanked us profusely for providing them with food, shelter and warmth.

After being here a few months, the 5 families found jobs, a new home, and enrolled 30 children in a school. None of this would have been possible without the initial help provided by the Emergency Shelter Grant. Indeed, without the grant, Vive may be able to keep its doors open, so to speak—but there would be no light or heat!

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

The City of Buffalo's Annual Action Plan for Program Year 38 established the following goal and objectives for the year's ESG program.

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

Objectives: Provide emergency shelter for 5,000 individuals, youth and families; preventive services to 2,000 individuals and families; transitional housing for 350 individuals and families; and supportive services to 4,000 homeless persons.

Accomplishments: The City of Buffalo requires ESG sub-recipients to enter data into HMIS. Charts of reported ESG CAPER outcomes were provided by the Homeless Alliance of WNY. This is the first time this report has been compiled using HMIS data. This data, along with other performance standards that will be issued by HUD at a later date, will be used to make future funding decisions. In the interim, the City will work closely with the Homeless Alliance to utilize performance measurements they have developed as a tool in considering future ESG applications.

The Homeless Alliance has been a close partner in reviewing ESG applications and assisting with the development of the City's Rapid-Re-housing demonstration project, which is partially funded with 2012 ESG funds. Through this collaboration we have also worked closely with ESG grantees Erie County and the Town of Tonawanda.

During the 2012 program year, the sub-recipients funded through ESG provided residential services to a total of 6,881 individuals.

- Outreach was provided to 920 individuals.
- Prevention was provided to 1,047 individuals.
- Emergency shelter was provided to 1,860 individuals.
- Transitional housing was provided for 3,054 individuals.

Support of the Consolidated Plan

Funding under the City's ESG program emphasizes assistance to agencies providing emergency and transitional housing, and for individuals and families in need of rapid re-housing, as identified 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 case management model is a component of the continuum of care.

3. Matching Resources

The City of Buffalo provided a match of $1,972,953 to its ESG funding. This included $299,230 in rapid rehousing funds, and $1,673,723 from sub-recipients who received ESG funding, as listed below. These figures are confirmed by a review of the annual financial statement of agencies awarded funds under the ESG program.

City Mission:	$75,000
Compass House:	$275,000
Crisis Services:	$155,000
FLARE TRY:	$94,863
Gerard Place:	$33,500
Legal Aid Bureau:	$25,000
Matt Urban Hope Center:	$110,000
Neighborhood Legal Services:	$60,000
Salvation Army:	$40,000
Saving Grace Ministries:	$35,000
VIVE:	$182,500
WNY Veterans Housing:	$190,000
YWCA of WNY:	$285,780

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

May 1, 2012 to April 30, 2013	Total beds (emergency shelter and transitional)	Residential services - assisted	Non-residential services - assisted	Total individuals assisted	Total households assisted	Residential program: Move to Permanent housing
City Mission	278	1574	N/A	1574	1463	267
Compass House	13	199	87	286	286	108
FLARE TRY	10	21	N/A	21	21	7
Gerard Place	63	69	N/A	69	32	25
Code Blue	N/A	315	N/A	315	315	1
Family Promise	14	79	N/A	79	23	59
Legal Aid Bureau	N/A	N/A	238	238	238	
Matt Urban Hope Center	N/A	N/A	411	411	400	65
Neighborhood Legal Services	N/A	N/A	730	730	400	
Salvation Army	66	569	N/A	569	180	314

Saving Grace Ministries	35	317	N/A	317	317	68
Crisis Services	N/A	N/A	194	194	164	
VIVE	118	1975	N/a	1975	1273	0
WNY Veterans Housing	40	52	N/A	52	52	N/A
YWCA of WNY	38	51	N/A	51	18	28
Total	675	5221	1660	6881	5182	942

The City of Buffalo has been requiring ESG sub-recipients to enter data into HMIS through its contractual agreements since 2009. The City of Buffalo was in full compliance with this portion of HUD's ESG Interim Rule of December 5, 2001 a full two years before it was issued.
The chart of reported ESG CAPER outcomes was provided by the Homeless Alliance of WNY, the HMIS lead for Erie and Niagara Counties. This is the first time this report has been compiled using HMIS data. This data along with other performance standards that will be issued by HUD at a later date, will be used to make future funding decisions. In the interim, we will work closely with the Homeless Alliance to utilize performance measurements they have developed as a tool in considering future ESG applications.

In further compliance with the Interim Rule, the City of Buffalo has developed a close collaborative working relationship with the Buffalo-Niagara Falls-Erie & Niagara Counties Continuum of Care through the Homeless Alliance of WNY (HAWNY). HAWNY has been a close partner in reviewing ESG applications and assisting with the development of the City's pilot Rapid-Re-housing program.

Through this collaboration we have also worked closely with other ESG grantees such as the Town of Tonawanda and the County of Erie. With the assistance of HAWNY, we are developing joint written standards for Emergency Shelters as required by the Interim Rule and collaborated during the development of our Rapid Re-housing programs.

Reporting Period : May 1, 2012 to April 30, 2013

City of Buffalo Emergency Shelter Grant Program ESG Supported Agencies	All Agencies					
	Total shelter beds (emergency shelter and transitional bed?)	Residential Services - total assisted	Non-residential services - total assisted Adults & Children	Total assisted during the reporting period (individuals)	Total Households Assisted	Residential program: Move to Permanent housing
City Mission/Cornerstone ES +TH	278	1574	N/A	1574	1463	267
Compass House(shelter+resouce center)	13	199	87	286	286	108
Fillmore Leroy Area Residents	10	21	N/A	21	21	7
Gerard Place Housing Development Fund	63	69	N/A	69	32	25
Code Blue	N/A	315	N/A	315	315	1
Family Promise	14	79	N/A	79	23	59
Legal Aid Bureau	N/A	N/A	238	238	238	
Matt Urban	N/A	N/A	411	411	400	65
Neighborhood Legal Services	N/A	N/A	730	730	400	
Salvation Army	66	569	N/A	569	180	314
Saving Grace Ministries	35	317	N/A	317	317	68
Suicide Prevention and Crisis Services	N/A	N/A	194	194	164	
VIVE La Casa	118	1975	N/a	1975	1273	0
WNY Veterans Housing	40	52	N/A	52	52	N/A
YWCA of WNY	38	51	N/A	51	18	28
Total	675	5221	1660	6881	5182	942

Reporting Period : May 1, 2012 to April 30, 2013	Emergency or Transitional Shelters Individual Households (Singles)			
City of Buffalo Emergency Shelter Grant Program ESG Supported Agencies	Unaccompanied Male Over 18	Unaccompanied Female over 18	Unaccompanied Male Under 18	Unaccompanied Female Under 18
City Mission/Cornerstone ES +TH	1092	311	1	3
Compass House(shelter+resouce center)	35	32	94	123
Fillmore Leroy Area Residents	0	13	0	8
Gerard Place Housing Development Fund	0	0	0	0
Code Blue	274	18		1
Family Promise				
Legal Aid Bureau				
Matt Urabn				
Neighborhood Legal Services				
Salvation Army	10	16	0	0
Saving Grace Ministries	300	14	2	0
Suicide Prevention and Crisis Services				
VIVE La Casa	645	336	22	20
WNY Veterans Housing	50	2		
YWCA of WNY		1		
Total	2406	743	119	155

Reporting Period : May 1, 2012 to April 30, 2013

City of Buffalo Emergency Shelter Grant Program ESG Supported Agencies	Emergency or Transitional Shelters with Children Headed By						Family Households		all programs			
	Single Male Head of household	Single female head of household	Single 18 & Under Male	Single 18 & Under Female	Two Parents 18 & Over	Two Parents 18 & Under	Total # of couple without children	Total family household	Total Number of Children Served	Total Number of Adults Served	don't know	missing
City Mission/Cornerstone ES +TH		55		1				56	89	1453	4	28
Compass House(shelter+resouce center)	0	0	0	0	0	0	0	0	218	68		
Fillmore Leroy Area Residents	0	0	0	0	0	0	0	0	8	13		
Gerard Place Housing Development Fund	1	31						32	37	32		
Code Blue								0	1	293		15
Family Promise	4	10			9			23	41	38		
Legal Aid Bureau								0	0	238		
Matt Urban								0	7	392	7	5
Neighborhood Legal Services								0	470	518		42
Salvation Army								0	342	226	1	
Saving Grace Ministries	0	0	0	0	0	0	0	0	2	314		1
Suicide Prevention and Crisis Services								0	25	161	3	5
VIVE La Casa	7	127			141		60	335	525	1435		
WNY Veterans Housing	0	0	0	0	0	0	0	0	0	52		
YWCA of WNY		17						17	33	17		
								0				
Total	12	240	0	1	150	0	60	463	1798	5250	15	96

Reporting Period : May 1, 2012 to April 30, 2013	all program				Residential and Non Residential Services Number Served by Race/Ethnicity								number served by ethnicity
City of Buffalo Emergency Shelter Grant Program ESG Supported Agencies	Total # of Males Served	Total # of Females Served	Transgender	unknown	White	Black/ African American	Asian	Native American Indian/ Alaskan Native	Native Hawaiian/other Pacific Islander	multiple races	Don't know /missing	Total	Hispanic (not a race)
City Mission/Cornerstone ES +TH	1127	411		4	572	828	1	28	7	22	116	1574	181
Compass House(shelter+resouce center)	129	155	1	1	87	173	1	3	1	21	0	286	
Fillmore Leroy Area Residents	0	21			8	11				2		21	3
Gerard Place Housing Development Fund	27	42			16	45				8		69	
Code Blue	280	19		15								0	
Family Promise	38	41			27	45	2	0		3		77	13
Legal Aid Bureau	119	119			69	158	1	2			8	238	18
Matt Urban	236	158	1		139	234	4	6	1	12	8	404	23
Neighborhood Legal Services	246	442		42	123	504	0	7	6	14	76	730	75
Salvation Army	242	327			171	330	4	5	0	54	5	569	142
Saving Grace Ministries	302	14			94	201	0	3	1	2	16	317	33
Suicide Prevention and Crisis Services	131	58		5	68	106	0	3	0	2	15	194	22
VIVE La Casa	1053	903			733	572	620	0	0	0	50	1975	633
WNY Veterans Housing	50	2			23	28		1				52	4
YWCA of WNY	19	32			14	27				10	0	51	13
												0	
Total	3999	2744	2	67	2144	3262	633	58	16	150		6557	1160

Reporting Period : May 1, 2012 to April 30, 2013

Emergency Shelters and Transitional Housing Number of Persons Served by Category (duplicate counts if appropriate)

City of Buffalo Shelter Grant Program Supported Agencies	Emergency ESG	Chronically Homeless	Severely Mentally Ill	Chronic Substance Abuse	Other Disability	Veterans	Persons with HIV/AIDS	Victims of Domestic Violence	Elderly (62+)
City Mission/Cornerstone ES +TH		213	306	305	272	175	2	234	60
Compass House(shelter+resouce center)		0	118	22	106			64	0
Fillmore Leroy Area Residents		1	2	0	1	0	0	10	
Gerard Place Housing Development Fund		2	7	10	6	2		14	
Code Blue		69	91	147	42	30	0	14	
Family Promise		0	4	1	5	5		2	
Legal Aid Bureau		0	11	1	1	32		15	32
Matt Urban		29	141	155	122	31	5	30	34
Neighborhood Legal Services		0	9	8	22	16	0	44	14
Salvation Army		12	24	9	83	14	0	47	2
Saving Grace Ministries		0	13	32	8	14	0	5	3
Suicide Prevention and Crisis Services		5	32	33	46	9	1	20	9
VIVE La Casa		0	0	0	0	2	0	4	64
WNY Veterans Housing		2	38	31	22	46		3	
YWCA of WNY		0	12	6	7	1	0	9	1
Total		333	808	760	743	377	8	515	219

Reporting Period : May 1, 2012 to April 30, 2013

City of Buffalo Shelter Grant Program Supported Agencies Emergency ESG	Age categories based on IDIS				
	under 18	18-24	over 24	don't know	missing
City Mission/Cornerstone ES +TH	89	221	1232	4	28
Compass House(shelter+resouce center)	218				
Fillmore Leroy Area Residents	8	13			
Gerard Place Housing Development Fund	37	23	9		
Code Blue	1	33	260	6	15
Family Promise	41	14	24		
Legal Aid Bureau	0	1	237		
Matt Urban	7	44	348	6	6
Neighborhood Legal Services	470	111	359		42
Salvation Army	342	70	156		1
Saving Grace Ministries	2	59	254		1
Suicide Prevention and Crisis Services	25	20	141	3	5
VIVE La Casa	525	262	1133	4	11
WNY Veterans Housing	0	0	52		
YWCA of WNY	33	2	15	1	
Total	1798	873	4220	24	109

B. Homeless Discharge Coordination

The Discharge Planning subcommittee of the Homeless Alliance of WNY is currently working with area hospitals to better coordinate the discharge of patients. The City supports the local Continuum of Care planning process and the ongoing action steps to end long-term homelessness.

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 works with the Homeless Alliance of WNY, Erie County, and New York State to implement a system of discharge planning that prevents homelessness. All publicly funded institutions have individual discharge policies that reflect this mandate to prevent persons exiting their system from entering homelessness.

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 state law. Regulations state that no child may be discharged into shelters or congregate living arrangements. Aftercare case management is also provided by ECDSS to enable continued independent living.

Health Care:
Hospital discharge planners screen patients for their anticipated discharge residence, and provide assistance in linking persons into inpatient and residential settings (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 or treatment and care facilities. Protocols are in place in extreme circumstances for referral to the Erie County Department of Social Services “After Hours” program 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 to assist with the discharge of individuals from Article 28 hospitals and other local facilities. Individuals are identified while in the facility, and a case manager is then responsible for coordinating housing, finances, entitlements, health and behavioral health services upon discharge. ECDMH also assists 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 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.

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. Referrals to the Parole Support and Treatment Program can provide clinical and housing services to homeless persons with serious and persistent mental illness who have a co-occurring substance abuse disorder.

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 38 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, 2012 – April 30, 2013 program year BURA awarded contracts to four agencies for a total funding level of $204,070 implementation of the City's ongoing fair housing efforts. Over 3,900 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 38 of the Community Development Block Grant Program, BURA contracted with 31 Community Based Organizations to provide human service program activity at a total funding level of $1,988,841. These not-for-profit agencies provided human service activities at 45 program sites throughout virtually every neighborhood in the City of Buffalo.

The human service program activities included:

- Health, Safety and Educational Services to 4,439 Senior Frail Elderly persons.
- Over 6,600 instances of transportation for 1,335 individuals, especially those residing in low-moderate income areas.

- Recreational and Educational services to 8822 children and youth reported as Youth Services (05d) in the HUD financial and statistical report.
- Literacy skills were provided to 145 program participants.
- Adult day care services were provided for 15 disabled/frail elderly program participants.

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 $1,848,011 for public services during the reporting period. In March, 2013, the City contracted with the Buffalo Urban League for employment training. The Buffalo Urban League was very successful using the Youthbuild model which was previously funded with CDBG-R stimulus dollars. The Youthbuild model provides training in construction trades as well as educational and social supports for at risk, out of school youth,

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 Lanigan Community Center during the period. The City also began architectural/engineering services at the YWCA Schoolhouse Commons for HVAC upgrades. A total of $183,782.98 was expended during the period for rehab of these centers. BURA also completed playground improvements at 17 parks & playgrounds throughout the city. Safety lighting was completed at 17 parks and playgrounds. BURA also completed 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. A total of $234,305.84 was expended during the period on parks and playground improvements.

Masten Park Improvements

$28,936.05 was expended for architectural/engineering services for street and sidewalk improvements. Construction will commence in the 2013-14 program year.

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 19 FT and 67 PT Jobs were reported for job creation of which 16 FT and 61 PT Jobs were held by low to moderate-income persons.

BURA extended its contract with the New York Business Development Corporation (NYBDC) for the services of an Economic Development Loan Manager to manage all portions of the City's economic development program. NYBDC and B URA 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

In the prior year, BURA developed 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 is currently awaiting HUD's approval to move forward with its economic development programs. Upon HUD's approval, we are ready to issue the request for proposals for this new program.

Development of a Commercial Corridor Improvement Program

BURA has developed a comprehensive program that will incentivize neighborhood commercial corridors to create business associations. Upon approval by HUD, 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) businesses into the Broadway Market. These include an Asian vegetable and fruit stand; Some Kind of Wonderful Burgers; Buffalo Sambusa homemade sambusa and pizza; a sand art home décor stand and a hair accessory stand. Also, a seasonal vendor has decided to move her perogi production company into the market. She also has a retail stand in the market. Finally, during this time frame a business featuring Jamaican Jerk Chicken Spices is in the planning stages to open a retail stand.

BURA and City OSP staff also provided technical assistance to ten (10) Market tenants and were involved in implementing strategies that will benefit the businesses located in the Broadway Market. 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.

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:

In the prior year, BURA issued a Request for Proposal for Development Projects in the Downtown area. The City has included funding for the Buffalo Building Reuse Loan Program in its 2013 (year 39) Annual Action Plan. This program will address development of vacant, underutilized commercial space in downtown Buffalo. The City has committed $3 million over the next three years for economic development projects, targeted to the adaptive reuse of vacant and underutilized buildings with a focus on mixed-use and commercial uses. Core recommendations included residential infill, commercial or mixed use development, and development of public space/ infrastructure.

Proposals have been reviewed and we are currently awaiting HUD's approval of the program.

The City also approved expansion of the Hatch Restaurant at the Erie Basin Marina 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.

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 will update the city's land use plan and zoning ordinance using a "place-based" approach. Place-based planning shapes neighborhoods by concentrating on the form and character of places, instead of conventional categories of land use. The Green Code will create a land use plan that maps the entire city by its preferred place type, followed by a zoning ordinance that establishes a set of development guidelines.

Smart growth and sustainability are the Green Code's fundamental principles. 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 help implement a place-based economic development strategy by eliminating rules that hinder investment decisions; providing the flexibility investors need to participate in a competitive and fast-changing economy; and setting clear and objective standards that allow neighborhood residents to participate in creating great places to live, work and relax.

When the Green Code is completed in the 2014, 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.

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 2012-2013 program year, BURA spent 56.71% 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 t hree (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 second year of the three year certification in which BURA has spent 56.77% 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. The following minor amendments were made to the Plan:

Project Name	Year	Cps #	Orig Project Amt Including Prior Amendments	Amount to be Transferred	Revised Project Amount	Move To	Project Name	Rationale
Public Facilities & Improvements CW	2004	78	2,096,556.74	$13,232.95	$2,109.789.69	To	Public improvements NRSA, 2011, CPS #6	Roll forward balance
Policy, Planning, Management	2007	96	884,616.42	62,219.78	822,396.64	To	Policy, Planning, Mgmt, 2011, CPS#102	Roll forward balance
Program Delivery – Public Facilities Activities	2008	6	51,032.00	23,463.08	27,568.92	To	Prog Delivery – Pub Facilities 2011, CPS #3	Roll forward balance
Demolitions Citywide	2008	33	300,000.00	135	299,865.00	To	Demolitions, 2012, CPS #14	Roll forward balance
Program Delivery – Clearance Activities	2008	33	129,161.92	379.29	128,782.63	To	Prog Delivery – Clearance, 2011, CPS #34	Roll forward balance
Program Delivery – Homeownership Activities	2008	72	369,622.90	262,945.87	106,677.03	To	Prog Delivery – Hmownrshp, 2011, CPS #87	Roll forward balance
Program Delivery – Rehabilitation Activities	2008	82	70,081.40	6,885.07	63,196.33	To	Prog Delivery – Rehab, 2011, CPS #93	Roll forward balance
Program Delivery – Economic Development Activities	2008	90	31,455.78	3,324.86	28,130.92	To	Prog Delivery – Econ Dev, 2010, CPS #111	Roll forward balance
Policy, Planning, Management	2008	93	1,450,860.00	331,219.43	1,119,640.57	To	Policy, Planning, Mgmt, 2011, CPS #102	Roll forward balance
General Administration	2008	94	1,029,272.79	2,988.34	1,026,284.45	To	General Admin, 2011, CPS #104	Roll forward balance
General Administration BERC	2008	94	514,939.88	88,249.79	426,690.09	To	General Admin, 2011, CPS #104	Roll forward balance
Program Delivery – Public Facilities Activities	2009	9	57,563.00	6,039.75	51,523.25	To	Prog Delivery – Pub Facilities 2011, CPS #3	Roll forward balance

Emergency Rehab Assistance – Single	2009	91	601,946.03	5,160.96	$596,785.07	To	Emergency Rehab Assistance, Multi , 2009, CPS #92	Roll forward balance
Program Delivery - Homeownership Activities	2009	88	244,710.00	192,790.90	51,919.10	To	Prog Delivery - Hmownrshp, 2011, CPS #87	Roll forward balance
Program Delivery - Rehabilitation Activities	2009	99	217,587.00	111,190.58	106,396.42	To	Prog Delivery - Rehab, 2011, CPS #93	Roll forward balance
Program Delivery - Economic Development Activities	2009	113	33,368.77	13,252.11	20,116.66	To	Prog Delivery - Econ Dev, 2010, CPS #111	Roll forward balance
Policy, Planning, Management	2009	116	1,203,067.00	459,491.71	743,575.29	To	Policy, Planning, Mgmt, 2011,CPS #102	Roll forward balance
General Administration	2009	117	1,407,366.00	293,466.50	1,113,899.50	To	General Admin, 2011, CPS #104	Roll forward balance
General Administration Overhead	2009	119	400,000.00	217,174.12	182,825.88	To	General Admin OH , 2011, CPS #105	Roll forward balance
Program Delivery - Public Facilities Activities	2010	4	90,373.00	10,703.87	79,669.13	To	Prog Delivery - Pub Facilities 2011, CPS #3	Roll forward balance
Demolitions Citywide	2010	40	3,128,449.30	10,810.30	3,117,639.00	To	Demolitions CW, 2012, Cps #14	Roll forward balance
								Roll forward balance
Program Delivery - Homeownership Activities	2010	92	244,710.00	212,668.67	32,041.33	To	Prog Delivery - Hmownrshp, 2011, CPS #87	Roll forward balance
Program Delivery - Rehabilitation Activities	2010	101	157,587.00	43,424.02	114,162.98	To	Prog Delivery - Rehab, 2011, CPS #93	Roll forward balance
Policy, Planning, Management	2010	113	1,510,578.00	630,754.28	879,823.72	To	Policy, Planning, Mgmt, 2011,CPS #102	Roll forward balance
Demolitions Citywide	2011	33	4,945,335.16	45,000.00	4,900,335.16	To	Demolitions CW 2007, Cps #33	Move balance to pay for change order for asbestos removal
General Admin OH	2011	105	557,784.55	34,000.00	523,784.55	To	General Admin OH 2012, CPS #84	Roll forward balance
Emergency Rehab Program Single	2012	64	698,622.66	58,089.00	640,533.66	To	Emergency Rehab Program Single, 2011, Cps #88	Transfer for change orders
Emergency Rehab Program Multi	2012	65	698,622.66	58,089.00	640,533.66	To	Emergency Rehab Program Multi, 2011, Cps #89	Transfer for change orders
Demolitions Citywide	2012	14	2,525,800.00	75,000.00	2,450,800.00	To	Demolitions CW 2007, Cps #33	Move balance to pay for change order for asbestos removal

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:

Service Workers (75)
Crafters (Skilled) (1)
Laborers (unskilled) (1)

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

Service Workers (9)

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. .

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 $495,455.42
- Economic development $579,648.38
- Section 108 Loan Repayments $1,756,571.74

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:

2012 FINANCIAL SUMMARY ADJUSTMENTS

IDIS #		Amount
	1) Program Income Adjustments	
	Add Econ Dev Income earned in 2012, receipted in IDIS after period	$ 209,263.06
	Add Section 108 Loan Repayment Income for 2011	$ 239,518.68
		$ 448,781.74
	Deduct Econ Dev Income earned in 2011, receipted in 2012	(56,224.13)
	Net PI Adjustment	(392,557.61)

2) Expenditure Adjustments for prior periods

Add Section 108 Expenses for Admin/Bank Fees	$ 20.18
Add expenditure for HUD 108 Payment made 7/2012	110,000.00
Add Expenditure for Section 108 Payments made 7/2009	1,387,125.88
Add Expenditure for Section 108 Payments made 1/2010 and 4/2010	240,156.90
Add expenditure for HUD 108 Payment made 8/2010 and 10/2010	157,106.27
Add expenditure for HUD 108 Payment made 2/2011 & 4/2011	123,361.03
Add expenditure for HUD 108 Payment made 7/2011	161,146.71
Add expenditure for HUD 108 Payment made 2/2011	195,268.00
Total Expenditure Adjustments	$ 2,374,184.97

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

No expenditures were disallowed during the reporting period.

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

$1,460,790.03 was returned to the line of credit account for a HUD Section 108 Payment. HUD had deducted the payment from the line of credit while at the same time the city wired the payment to the account. As such, HUD returned this amount.

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 – 1,784 Loans with a balance of $54,511,091.77 were outstanding at the end of the reporting period.

CDBG Grant – 3,863 Loans with a balance of $25,024,694.25 were outstanding at the end of the reporting period.

CDBG-R Housing – 158 Loans with a balance of $907,173.17 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, 2013

Com-pany	Fund	Type	Definition	Amount	Total Amount	Count	Discharged 4/30/13	Total Count
BURA	CDBG	DF1	Deferred-Forgive end of term - 36	22,764.00		7		
BURA	CDBG	DF1	Deferred-Forgive end of term - 35	31,246.00		11		
BURA	CDBG	DF1	Deferred-Forgive end of term - 34	7,608.00		1		
BURA	CDBG	DF1	Deferred-Forgive end of term - 30	27,565.00		13	2	
BURA	CDBG	DF1	Deferred-Forgive end of term - 29	53,563.00		21	7	
BURA	CDBG	DF1	Deferred-Forgive end of term - 28	60,096.00		29	8	
BURA	CDBG	DF1	Deferred-Forgive end of term - 26	0.00		1	1	
BURA	CDBG	DF1	Deferred-Forgive end of term - 25	9,525.00		47	17	
BURA	CDBG	DF1	Deferred-Forgive end of term - 24	67,690.00		17	7	
BURA	CDBG	DF1	Deferred-Forgive end of term - 23	25,500.00		26	10	
BURA	CDBG	DF1	Deferred-Forgive end of term - 22	8,834.00		45	17	
BURA	CDBG	DF1	Deferred-Forgive end of term - 19	0.00		4	2	
BURA	CDBG	DF1	Deferred-Forgive end of term - 17	0.00	314,391.00	1		152
BURA	CDBG	DF2	Deferred-Forgive ratably-5 yrs - 36	0.00		48	1	
BURA	CDBG	DF2	Deferred-Forgive ratably-5 yrs - 35	734,575.15		161	1	
BURA	CDBG	DF2	Deferred-Forgive ratably-5 yrs - 34	1,521,852.20		214	11	
BURA	CDBG	DF2	Deferred-Forgive ratably-5 yrs - 33	1,417,625.58		197	6	
BURA	CDBG	DF2	Deferred-Forgive ratably-5 yrs - 32	494,752.94		79	4	
BURA	CDBG	DF2	Deferred-Forgive ratably-5 yrs - 31	248,130.20		52	5	
BURA	CDBG	DF2	Deferred-Forgive ratably-5 yrs - 30	1,142,202.40		223	12	
BURA	CDBG	DF2	Deferred-Forgive ratably-5 yrs - 29	208,547.74		48	4	
BURA	CDBG	DF2	Deferred-Forgive ratably-5 yrs - 28	46,866.40		18	3	
BURA	CDBG	DF2	Deferred-Forgive ratably-5 yrs - 27	8,000.00		1		
BURA	CDBG	DF2	Deferred-Forgive ratably-5 yrs - 25	0.00		4	1	
BURA	CDBG	DF2	Deferred-Forgive ratably-5 yrs - 24	0.00		1		
BURA	CDBG	DF2	Deferred-Forgive ratably-5 yrs - 21	34,285.00	5,856,837.61	20	8	1,010
BURA	CDBG	DF3	Deferred-Forgive ratably - 30	0.00		1	1	
BURA	CDBG	DF3	Deferred-Forgive ratably - 29	2,164.80		1		
BURA	CDBG	DF3	Deferred-Forgive ratably - 25	0.00		10	2	
BURA	CDBG	DF3	Deferred-Forgive ratably - 24	0.00		12	4	
BURA	CDBG	DF3	Deferred-Forgive ratably - 23	13,009.00		12	2	
BURA	CDBG	DF3	Deferred-Forgive ratably - 22	0.00	15,173.80	16	3	40

BURA	CDBG	IA1	Deferred annual interest - 30	150,000.00		1		
BURA	CDBG	IA1	Deferred annual interest - 23	125,000.00		1		
BURA	CDBG	IA1	Deferred annual interest - 22	0.00		1	1	
BURA	CDBG	IA1	Deferred annual interest - 19	331,946.25		67	19	
BURA	CDBG	IA1	Deferred annual interest - 18	206,217.00		40	6	
BURA	CDBG	IA1	Deferred annual interest - 17	88,975.00		24	1	
BURA	CDBG	IA1	Deferred annual interest - 16	67,301.00		32	8	
BURA	CDBG	IA1	Deferred annual interest - 15	62,256.00		16	2	
BURA	CDBG	IA1	Deferred annual interest - 14	84,030.00	1,115,725.25	21	1	165
BURA	CDBG	IM1	Deferred monthly interest - 18	48,000.00	48,000.00	1		1
BURA	CDBG	MD1	Mortgages-forgive end of term - 20	0.00	0.00	1	1	0
BURA	CDBG	MIA	Mortgages-annual interest - 20	490,200.00	490,200.00	2		2
BURA	CDBG	MIM	Mortgages-monthly interest - 32	1,140,857.29		1		
BURA	CDBG	MIM	Mortgages-monthly interest - 20	99,830.00	1,240,687.29	2	1	2
BURA	CDBG	MP1	Mortgages-Principle - 20	0.00	0.00	1	1	0
BURA	CDBG	MR1	Mortgages-regular - 32	1,779,321.07		1		
BURA	CDBG	MR1	Mortgages-regular - 20	757,832.16	2,537,153.23	18	12	7
BURA	CDBG	PM1	Principle only-Monthly - 36	0.00		36	1	
BURA	CDBG	PM1	Principle only-Monthly - 35	202,064.70		102	1	
BURA	CDBG	PM1	Principle only-Monthly - 34	356,746.01		149	9	
BURA	CDBG	PM1	Principle only-Monthly - 33	294,550.87		139	5	
BURA	CDBG	PM1	Principle only-Monthly - 32	103,698.64		59	3	
BURA	CDBG	PM1	Principle only-Monthly - 31	83,123.89		42	4	
BURA	CDBG	PM1	Principle only-Monthly - 30	308,916.32		163	11	
BURA	CDBG	PM2	Principle only-Monthly - 30	0.00		1	1	
BURA	CDBG	PM1	Principle only-Monthly - 29	66,617.43		45	8	
BURA	CDBG	PM1	Principle only-Monthly - 28	25,804.96		28	7	
BURA	CDBG	PM1	Principle only-Monthly - 25	18,831.70		31	14	
BURA	CDBG	PM1	Principle only-Monthly - 24	6,084.03		9	6	
BURA	CDBG	PM1	Principle only-Monthly - 23	18,401.49		26	11	
BURA	CDBG	PM1	Principle only-Monthly - 22	20,786.35		43	16	
BURA	CDBG	PM1	Principle only-Monthly - 19	3,610.74		10	7	
BURA	CDBG	PM1	Principle only-Monthly - 17	0.00		1		
BURA	CDBG	PA1	Principle only-Annual - 15	0.00	1,509,237.13	1	1	780
BURA	CDBG	RL1	Regular - 32	7,911.69		1		
BURA	CDBG	RL1	Regular - 30	3,069.85		1		
BURA	CDBG	RL1	Regular - 29	61,497.93		8	1	
BURA	CDBG	RL1	Regular - 28	81,602.81		30	10	
BURA	CDBG	RL1	Regular - 26	42,108.12		64	31	
BURA	CDBG	RL1	Regular - 25	116,147.30		51	23	
BURA	CDBG	RL1	Regular - 24	59,403.06		22	7	
BURA	CDBG	RL1	Regular - 23	85,730.46		35	9	
BURA	CDBG	RL1	Regular - 22	88,732.16		49	18	
BURA	CDBG	RL1	Regular - 19	62,954.16		65	24	
BURA	CDBG	RL1	Regular - 18	74,932.30		60	32	
BURA	CDBG	RL1	Regular - 17	45,299.66		34	11	

BURA	CDBG	RL1	Regular - 16	49,021.38		63	27	
BURA	CDBG	RL1	Regular - 15	67,945.02		34	18	
BURA	CDBG	RL1	Regular - 14	110,297.63	956,653.53	40	19	327
BURA	CDBG	SB1	BERC - Economic Development - 30	4,733,325.51	4,733,325.51	1,387	1,307	80
BURA	CDBG	SI1	Special accrued interest - 24	125,000.00		2		
BURA	CDBG	SI1	Special accrued interest - 20	0.00		1	1	
BURA	CDBG	SI2	Special accrued interest - 23	0.00	125,000.00	1	1	2
BURA	CDBG	SP1	Special principle only - 23	42,000.00	42,000.00	1		1
BURA	CDBG	SR1	Special Regular loan - 24	0.00		1		
BURA	CDBG	SR1	Special Regular loan - 23	307,822.18		1		
BURA	CDBG	SR1	Special Regular loan - 20	0.00	307,822.18	1	1	2
BURA	CDBG-R	DF1	Deferred-Forgive end of term - 85	7,087.00	7,087.00	1		1
BURA	CDBG-R	DF2	Deferred-Forgive ratably-5 yrs - 85	712,320.00	712,320.00	92	4	88
BURA	CDBG-R	PM1	Principle only-Monthly - 85	187,766.17	187,766.17	73	4	69
BURA	HOME	DF4	Deferred-Forgive end of term - 96	10,300,287.46		474	128	
BURA	HOME	DF4	Deferred-Forgive end of term - 93	2,767,782.75	13,068,070.21	53	15	384
BURA	HOME	DF5	Deferred-Forgive ratably-5 yrs - 96	5,328,690.78	5,328,690.78	371	21	350
BURA	HOME	DF6	Deferred-Forgive ratably - 96	8,460.60	8,460.60	135	29	106
BURA	HOME	DF7	Deferred CHDO - 96	14,855,590.15	14,855,590.15	91	4	87
BURA	HOME	DF8	ADDI-Forgive end of term - 96	65,734.00	65,734.00	200	31	169
BURA	HOME	IA2	Deferred annual interest - 96	7,983,112.00		19	2	
BURA	HOME	IA2	Deferred annual interest - 93	802,453.00		5	3	
BURA	HOME	IM2	Deferred monthly interest - 96	1,100,000.00		1		
BURA	HOME	IM2	Deferred monthly interest - 93	0.00	9,885,565.00	1	1	20
BURA	HOME	PM2	Principle only-Monthly - 96	1,596,063.88	1,596,063.88	502	101	401
BURA	HOME	RL2	Regular - 96	1,669,966.65		136	43	
BURA	HOME	RL2	Regular - 93	0.00		1	1	
BURA	HOME	RL4	Regular - 96	0.00	1,669,966.65	1	1	93
BURA	HOME	SI3	Special monthly interest - 96	180,000.00	180,000.00	1		1
BURA	HOME	SI4	Special accrued interest - 96	1,600,000.00		1		
BURA	HOME	SI4	Special accrued interest - 93	0.00	1,600,000.00	2	1	2
BURA	HOME	SP2	Special principle only - 96	643,293.45	643,293.45	3		3
BURA	HOME	SP3	Special Partial/Forgiven - 96	350,000.00	350,000.00	1		1

BURA	HOME	SR2	Special Regular loan - 96	900,000.00		1		
BURA	HOME	SR2	Special Regular loan - 93	590,918.30	1,490,918.30	2		3
BNRC	CDBG	D01	Rehab Deferred Federal-Interest - 21	65,798.00		27	12	
BNRC	CDBG	D01	Rehab Deferred Federal-Interest - 20	128,685.01		62	35	
BNRC	CDBG	D01	Rehab Deferred Federal-Interest - 13	42,156.00		19	3	
BNRC	CDBG	D01	Rehab Deferred Federal-Interest - 12	56,455.00		19	2	
BNRC	CDBG	D01	Rehab Deferred Federal-Interest - 11	92,490.00		39	5	
BNRC	CDBG	D01	Rehab Deferred Federal-Interest - 10	64,753.00		42	2	
BNRC	CDBG	D01	Rehab Deferred Federal-Interest - 9	75,600.15		44	1	
BNRC	CDBG	D01	Rehab Deferred Federal-Interest - 7	45,810.00	571,747.16	34	2	224
BNRC	CDBG	D02	Rehab Def. No Payment-No Forgiveness - 25	6,340.88		33	18	
BNRC	CDBG	D02	Rehab Def. No Payment-No Forgiveness - 23	18,350.00		12	2	
BNRC	CDBG	D02	Rehab Def. No Payment-No Forgiveness - 21	7,370.00		69	29	
BNRC	CDBG	D02	Rehab Def. No Payment-No Forgiveness - 20	62,689.00		42	11	
BNRC	CDBG	D02	Rehab Def. No Payment-No Forgiveness - 12	0.00	94,749.88	1	1	96
BNRC	CDBG	D03	Federal-Interest - 13	30,000.00		9	1	
BNRC	CDBG	D04	Federal-Interest - 13	20,000.00		4	1	
BNRC	CDBG	D04	Federal-Interest - 12	22,525.00		6	1	
BNRC	CDBG	D04	Federal-Interest - 11	0.00		3	3	
BNRC	CDBG	D04	Federal-Interest - 10	0.00	72,525.00	2	2	16
BNRC	CDBG	D05	Deferred annual interest - 19	0.00		1	1	
BNRC	CDBG	D05	Deferred annual interest - 13	877,988.30	877,988.30	72	38	34
BNRC	CDBG	D06	Cottage Maryland - 12	0.00	0.00	1	1	0
BNRC	CDBG	D07	Rebecca Park Phase II - 13	0.00		9	9	
BNRC	CDBG	D17	Rebecca Park Phase I - 12	0.00	0.00	52	52	0
BNRC	CDBG	D08	Housing Trust Fund - 14	1,767,879.97	1,767,879.97	58	1	57
BNRC	CDBG	D09	Center City - 13	0.00		1	1	
BNRC	CDBG	D09	Center City - 12	0.00	0.00	1	1	0
BNRC	CDBG	D10	Masten Old Housing-I & P - 10	55,180.44	55,180.44	27	6	21
BNRC	CDBG	D11	Fillmore South - 18	0.00		2	2	
BNRC	CDBG	D11	Fillmore South - 16	0.00		38	31	
BNRC	CDBG	D11	Fillmore South - 13	0.00	0.00	2	2	7
BNRC	CDBG	D12	Westside Infill 1-5,6-10, 20%/Yr 10 yrs - 19	47,070.00		18	10	
BNRC	CDBG	D12	Westside Infill 1-5,6-10, 20%/Yr 10 yrs - 14	0.00	47,070.00	7	7	8
BNRC	CDBG	D14	Disaster Area - 13	0.00	0.00	9	9	0
BNRC	CDBG	D15	CW New Hsg Determine at Discharge - 27	100,000.00		21	2	
BNRC	CDBG	D15	CW New Hsg Determine at Discharge - 24	25,000.00		2		
BNRC	CDBG	D15	CW New Hsg Determine at Discharge - 23	45,000.00		34	22	
BNRC	CDBG	D15	CW New Hsg Determine at Discharge - 22	11,000.00		5	1	
BNRC	CDBG	D15	CW New Hsg Determine at Discharge - 21	30,000.00		38	11	
BNRC	CDBG	D15	CW New Hsg Determine at Discharge - 20	207,434.00		111	43	
BNRC	CDBG	D15	CW New Hsg Determine at Discharge - 16	0.00		10	7	

BNRC	CDBG	D15	CW New Hsg Determine at Discharge - 15	0.00		14	14	
BNRC	CDBG	D15	CW New Hsg Determine at Discharge - 14	0.00		1	1	
BNRC	CDBG	D15	CW New Hsg Determine at Discharge - 13	0.00		2	2	
BNRC	CDBG	D15	CW New Hsg Determine at Discharge - 12	0.00		1	1	
BNRC	CDBG	D19	CW New Hsg Determine at Discharge - 21	25,000.00		10	4	
BNRC	CDBG	D19	CW New Hsg Determine at Discharge - 14	0.00		1	1	
BNRC	CDBG	D19	CW New Hsg Determine at Discharge - 13	0.00	443,434.00	1	1	141
BNRC	CDBG	D18	Msgr Adamski - 12	0.00	0.00	14	14	0
BNRC	CDBG	D20	Ellicott Delaware Phase III - 13	0.00	0.00	43	43	0
BNRC	CDBG	D21	Masten New Housing - 18	0.00		1	1	
BNRC	CDBG	D21	Masten New Housing - 17	0.00		8	8	
BNRC	CDBG	D21	Masten New Housing - 16	0.00		92	92	
BNRC	CDBG	D21	Masten New Housing - 14	0.00		35	35	
BNRC	CDBG	D21	Masten New Housing - 13	0.00	0.00	13	13	0
BNRC	CDBG	D22	New Housing 1-5,6-1,20%/Yr 10 yrs - 20	0.00		18	11	
BNRC	CDBG	D22	New Housing 1-5,6-1,20%/Yr 10 yrs - 16	20,000.00		10	6	
BNRC	CDBG	D22	New Housing 1-5,6-1,20%/Yr 10 yrs - 15	0.00		76	76	
BNRC	CDBG	D23	New Housing 1-5,6-1,20%/Yr 10 yrs - 15	0.00		117	117	
BNRC	CDBG	D24	New Housing 1-5,6-1,20%/Yr 10 yrs - 16	0.00		6	6	
BNRC	CDBG	D25	New Housing 1-5,6-1,20%/Yr 10 yrs - 16	40,000.00	60,000.00	31	10	32
BNRC	CDBG	D26	Lower WestSide - 13	0.00	0.00	1	1	0
BNRC	CDBG	D29	HOZO EDI subsidy 1-5,6-10,20%/Yr 10 yrs - 23	74,000.00	74,000.00	74	13	61
BNRC	CDBG	D31	HOZO CDBG subsidy No Forgiveness - 23	55,000.00	55,000.00	19	6	13
BNRC	CDBG	H01	Loan Subsidy-Principle only - 6	0.00	0.00	41	41	0
BNRC	CDBG	H02	High Risk Federal - I&P - 26	5.91		2	2	
BNRC	CDBG	H02	High Risk Federal - I&P - 25	101,935.47		122	64	
BNRC	CDBG	H02	High Risk Federal - I&P - 24	19,680.95		34	19	
BNRC	CDBG	H02	High Risk Federal - I&P - 23	0.00		8	6	
BNRC	CDBG	H02	High Risk Federal - I&P - 21	153,641.74		29	9	
BNRC	CDBG	H02	High Risk Federal - I&P - 20	254,679.36		189	70	
BNRC	CDBG	H02	High Risk Federal - I&P - 19	0.00		1	1	
BNRC	CDBG	H02	High Risk Federal - I&P - 13	106,181.37		40	12	
BNRC	CDBG	H02	High Risk Federal - I&P - 12	47,628.30		30	12	
BNRC	CDBG	H02	High Risk Federal - I&P - 11	138,485.80		49	18	
BNRC	CDBG	H02	High Risk Federal - I&P - 10	109,114.83		59	13	
BNRC	CDBG	H02	High Risk Federal - I&P - 9	119,203.25		59	9	
BNRC	CDBG	H02	High Risk Federal - I&P - 7	49,249.95		24	3	
BNRC	CDBG	H03	High Risk Federal - I&P - 13	15,680.11		4	1	
BNRC	CDBG	H03	High Risk Federal - I&P - 12	10,000.00		3		
BNRC	CDBG	H03	High Risk Federal - I&P - 11	0.00		1	1	
BNRC	CDBG	H05	High Risk Federal - I&P - 12	3,396.12		1		
BNRC	CDBG	H06	High Risk Federal - I&P - 17	3,480.15		2		
BNRC	CDBG	HR5	High Risk Federal - I&P - 13	11,490.99	1,143,854.30	1		418
BNRC	CDBG	P01	Mo Princ Red, HOZO-Principle - 10	1,627.00		1		
BNRC	CDBG	P01	Mo Princ Red, HOZO-Principle - 9	3,123.60		7	1	

BNRC	CDBG	P01	Mo Princ Red, HOZO-Principle - 7	1,927.00		6	3	
BNRC	CDBG	P03	Mo Princ Red, HOZO-Principle - 21	56,989.95		61	25	
BNRC	CDBG	P03	Mo Princ Red, HOZO-Principle - 20	94,698.83		128	57	
BNRC	CDBG	P03	Mo Princ Red, HOZO-Principle - 12	461.84		2	1	
BNRC	CDBG	P05	Mo Princ Red, HOZO-Principle - 23	310,230.45	469,058.67	68	8	178
BNRC	HOME	D27	Deferred-No Payment-No Forgiveness - 97	0.00		7	2	
BNRC	HOME	D27	Deferred-No Payment-No Forgiveness - 96	163,242.50		64	8	
BNRC	HOME	D27	Deferred-No Payment-No Forgiveness - 95	1,265,128.97		24	7	
BNRC	HOME	D27	Deferred-No Payment-No Forgiveness - 94	144,804.71		16	5	
BNRC	HOME	D27	Deferred-No Payment-No Forgiveness - 93	0.00	1,573,176.18	1	1	89
BNRC	HOME	D28	Deferred w/payment-interest - 95	43,006.00		24	13	
BNRC	HOME	D28	Deferred w/payment-interest - 94	147,891.00		35	15	
BNRC	HOME	D28	Deferred w/payment-interest - 93	0.00	190,897.00	1		32
BNRC	HOME	D30	CPR-forgiven ratably - 95	0.00		5		
BNRC	HOME	D30	CPR-forgiven ratably - 94	0.00		1		
BNRC	HOME	D30	CPR-forgiven ratably - 93	0.00	0.00	1		7
BNRC	HOME	H07	High Risk - I&P - 96	21,694.62		25	11	
BNRC	HOME	H07	High Risk - I&P - 95	108,131.97		5	2	
BNRC	HOME	H07	High Risk - I&P - 94	1,814,876.20		19	9	
BNRC	HOME	H07	High Risk - I&P - 93	20,000.00		1		
BNRC	HOME	H07	High Risk - I&P - 19	0.00	1,964,702.79	1	1	28
BNRC	HOME	P04	Principle Reduction - Principle - 95	15,133.42		10	1	
BNRC	HOME	P04	Principle Reduction - Principle - 94	24,829.36	39,962.78	9	3	15
				80,442,959.19	80,442,959.19	9,370	3,544	5,826

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 – Four (4) CDBG loans totaling $27,197.86 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. The following properties were available for sale as of the end of the reporting period:

Property Address	Property Class.	Dimensions		Property Address	Property Class.	Dimensions
265 Abby	Res. Vac.Land	64x107		3 LaSalle	Comm.Vac.Land	199xirr
341 Abby	Res. Vac.Land	32x114		615 Main	Mkt Arcade Off	120x199
225 Allen	Commercial	42x125		639-649 Main	MotionPicture	116x199
252 Allen	Commercial	40x125		667 Main	Inn,Lodge,Board	40xIrr
12 Arsenal	Commercial	20x80		493 Michigan	Commercial	40x100
14 Arsenal	Commercial	50x82		499 Michigan	Commercial	101xirr
18 Arsenal	Commercial	40x80		509 Michigan	Commercial	20x126
22 Arsenal	Commercial	24x80		263 Mystic	Comm.Vac.Land	30x120
24 Arsenal	Commercial	26x38		265 Mystic	Comm.Vac.Land	30x120
26 Arsenal	Commercial	21x26		34 Nash	Commercial	26x35
74 Bailey New	Park	69xirr		40 Nash	Commercial	26x70
9 Beacon	Res. Vac.Land	97x120		42 Nash	Commercial	26x125
92 Beacon	Res. Vac.Land	245x120		48 Nash	Commercial	27x117
30 Bud Mill	Ind.Vac.Land	1056xirr		50 Nash	Commercial	27x112
186 Church	Commercial	11xirr		52 Nash	Commercial	40x112
450 Exchange	Commercial	316x209		58 Nash	Res.Vac.Land	28x85

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 – 7 units completed
Multi-Family Rehabilitation - 15 units completed

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

$57,910.00 was expended for Single Family Rehabilitation activities and $75,819.47 was expended for Multi Family Rehabilitation for a total of $133,729.47.

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

The Emergency Rehab Assistance and Owner Occupied Rehab Assistance Programs were funded 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

Due to the moratorium on HUD spending, accomplishments in the NRSA were severely limited for this program year. CDBG-R funds were also included in the moratorium.

A total of $340,032 was allocated for street/sidewalk improvements of which $10,316 was expended for architectural/engineering services. This project will be completed in the next program year. $24,972.91 was also expended to complete the sidewalk improvements under the CDBG-R grant. $18,893 was expended for the completion of 2 single family units under the CDBG-R emergency assistance rehabilitation loan program. .

In the prior 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.

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).

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 <u>our neighborhood Area Planning Efforts</u> 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
	COMPLETE INITIATIVES	
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
	ACTIVE INITIATIVES	
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 19 FT and 67 PT Jobs were created of which 16 FT and 61 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. BURA extended its contracted with the New York Business Development Corporation (NYBDC) for 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 pr ocedures manual which establishes written policies and pr ocedures 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 c ollection 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

In the prior year, BURA developed 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 is currently awaiting HUD's approval to move forward with its economic development programs. Upon HUD's approval, we are ready to issue the request for proposals for this new program.

Development of a Commercial Corridor Improvement Program

BURA has developed a comprehensive program that will incentivize neighborhood commercial corridors to create business associations. Upon approval by HUD, 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) businesses into the Broadway Market. These include an Asian vegetable and fruit stand; Some Kind of Wonderful Burgers; Buffalo Sambusa homemade sambusa and pizza; a sand art home décor stand and a hair accessory stand. Also, a seasonal vendor has decided to move her perogi production company into the market. She also has a retail stand in the market. Finally, during this time frame a business featuring Jamaican Jerk Chicken Spices is in the planning stages to open a retail stand.

BURA and City OSP staff also provided technical assistance to ten (10) Market tenants and were involved in implementing strategies that will benefit the businesses located in the Broadway Market. 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.

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 – Nine (9) businesses utilize office and production space, currently there is one vacancy. These companies employ a total of 160 full-time and 25 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 – 60% 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 seven (7) 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 – 20% occupied by one (1) business, currently there are four vacancies. Current employment is 5 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 & Eric 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 $1,259,191 in Emergency Solutions 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 $550,703 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 though 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

The Community Crime Prevention Initiative is a newly designed program that is modeled after the Weed and Seed Program. The Weed & Seed Program was a multi-agency strategy that "weeds out" violent crime, gang activity, and drug trafficking in high crime neighborhoods, then "seeds" the target area with social programs, neighborhood restoration projects and economic development. The program was funded by the U.S. Dept. of Justice' Community Capacity Development Office, however, budget cuts eliminated funding for the program over two years

ago. The Community Crime Prevention Initiative Program serves neighborhood residents by providing crime awareness services designed to reduce crime in low income neighborhoods. Program staff will work with neighborhood residents and local law enforcement agencies to identify neighborhood hangouts for drug dealing, gang and other illicit behaviors. The program is also designed to improve communication and interaction between youth and law enforcement. The program will also enhance collaboration and community problem solving for youth, adults, family and community resiliency through a comprehensive approach for educational and skill enhancement, "Healthy Life Choices/Character Development" training, substance abuse prevention, intervention and treatment within one's own community. The program will implement the Safe Haven strategy to collaborate and coordinate with neighborhood community based organizations and block clubs. Workshops will also be held on healthy life choices including conflict resolution, character development, and financial literacy. The program will also promote the development of programs for educational and life-long learning skills for workforce development and crime reduction through employment opportunities such as the National AmeriCorps Program.

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: $2,218,264 was disbursed for 99 properties that were demolished and for properties requiring environmental work - asbestos surveys & sampling as well as air sampling & monitoring.

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.

Also during the program year, the city expended $2,756,618.00 in Capital Bond Funds to do 112_demolitions/asbestos removals. Also, there were 31 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 38 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 38, rental assistance, supportive services, and housing were provided to 326 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;

The City 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;

The City works 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;

133 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.

193 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 $550,703 for Program Year 38, 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, 2012 – April 30, 2013 reporting period (Program Year 38). 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.

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 Heath 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 an onprofit 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

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
2012-2013

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 NY-H07-F004		**Operating Year for this report** ***From (mm/dd/yy)*** 5/1/12 ***To (mm/dd/yy)*** 4/30/13		
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?** ☒ **Yes** ☐ **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) <u>and</u> 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?** ☐ Yes ☒ 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, Serving Erie & Niagara Counties		**Parent Company Name, *if applicable*** NA		
Name and Title of Contact at Project Sponsor Agency	Monica Brown, Director of HIV/AIDS Services			
Email Address	Monica.Brown@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):	003255213			
Congressional District of Project Sponsor's Business Address	28			
Congressional District(s) of Primary Service Area(s)	26, 27, 28			
City(ies) <u>and</u> 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	**$171,341**			
Organization's Website Address	www.buffaloredcross.org			
Is the sponsor a nonprofit organization? ☒ **Yes** ☐ **No** *Please check if yes and a faith-based organization.* ☐ *Please check if yes and a grassroots organization.* ☐		**Does your organization maintain a waiting list?** ☐ Yes ☒ 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*** EHS, Inc.
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) 847-0418	
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 and Niagara Falls	**Counties:** Erie and Niagara	
Total HOPWA contract amount for this Organization for the operating year	**$179,786**		
Organization's Website Address	www.evergreenhs.org		
Is the sponsor a nonprofit organization? ☒ **Yes** ☐ **No** *Please check if yes and a faith-based organization.* ☐ *Please check if yes and a grassroots organization.* ☐		**Does your organization maintain a waiting list?** ☒ Yes ☐ 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	Derek Miller, Operations Adherence Coordinator			
Email Address	dmiller@benedicthouse.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) <u>and</u> 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	**$183,055**			
Organization's Website Address	www.benedicthouse.org			
Is the sponsor a nonprofit organization? ☒ **Yes** ☐ **No** *Please check if yes and a faith-based organization.* ☐ *Please check if yes and a grassroots organization.* ☐			**Does your organization maintain a waiting list?** ☒ Yes ☐ 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) and 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 and 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) and 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
Evergreen Health Services, Inc.	$179,786	206 South Elmwood	Buffalo NY	14201	Brian Planty	716-847-0212	Erie and Niagara Counties	TBRA, STRMU and Support Services
Benedict House	$183,055	2211 Main Street	Buffalo NY	14214	Derek Miller	716-834-4940	Erie, Niagara and Monroe Counties	Support Services
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 Heath 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 though 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 are all under the umbrella of the Division of Residential Development. The Emergency Shelter Grant services and the HOPWA Program have been transferred to the City's Department of Community Services.

   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.

☐ HOPWA/HUD Regulations	☒ Planning	☒ Housing Availability	☒ Rent Determination and Fair Market Rents
☒ Discrimination/Confidentiality	☐ Multiple Diagnoses	☒ Eligibility	☐ Technical Assistance or Training
☒ Supportive Services	☒ Credit History	☐ Rental History	☐ Criminal Justice History
☒ Housing Affordability	☒ Geography/Rural Access	☐ Other, please explain further	

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.	19

2. From the total reported in Row 1, identify the number of households with unmet housing needs by type of housing subsidy assistance:	19
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	☒Housing Subsidy Assistance ☒Other Support
Ryan White-Other	$150,000	Transportation assistance to medical and related appointments	☐Housing Subsidy Assistance ☒Other Support
Housing Choice Voucher Program			☐Housing Subsidy Assistance ☐Other Support
Low Income Housing Tax Credit			☐Housing Subsidy Assistance ☐Other Support
HOME			☐Housing Subsidy Assistance ☐Other Support
Shelter Plus Care			☐Housing Subsidy Assistance ☐Other Support
Emergency Solutions Grant			☐Housing Subsidy Assistance ☐Other Support
Other Public: NYSDOHAI	$193,735	Supportive Services	☐Housing Subsidy Assistance ☒Other Support
Other Public: NYSDOHAI	$75,000	Training for Staff and Clients	☐Housing Subsidy Assistance ☒Other Support
Other Public: NYS OTDA	$111,120	TBRA, STRMU	☒Housing Subsidy Assistance ☒Other Support
Other Public: NYS Supportive Housing (NYSSHP)	$81,600	Salaries/Fringe	☐Housing Subsidy Assistance ☒Other Support
Other Public: NYS Dept. of Health-Chronic Care	$98,569	Salaries/Fringe	☐Housing Subsidy Assistance ☒Other Support
Other Public: Erie County Dept. of Social Services (ECDSS)	$283,075	Room & Board	☐Housing Subsidy Assistance ☒Other Support

Private Funding			
Grants			☐Housing Subsidy Assistance ☐Other Support
In-kind Resources-Volunteer Hours @$10/hour			☐Housing Subsidy Assistance ☐Other Support
Other Private: Fundraising	$16,313		☐Housing Subsidy Assistance ☒Other Support
Other Private: Donations	$104,872		☐Housing Subsidy Assistance ☒Other Support
Other Funding			
Grantee/Project Sponsor/Subrecipient (Agency) Cash			☐Housing Subsidy Assistance ☐Other Support
Resident Rent Payments by Client to Private Landlord – Benedict House	$105,645		
TOTAL (Sum of all Rows)	**$1,489,929**		

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)	$602,000
2.	Resident Rent Payments made directly to HOPWA Program	$0
3.	**Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)**	$602,000

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	$0
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	$602,000
3.	**Total Program Income Expended (Sum of Rows 1 and 2)**	$602,000

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	29			$110,236	$109,377
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	51	70			$68,413	$68,412.48
5.	Permanent Housing Placement Services	33	44			$41,532	$41,532
6.	Adjustments for duplication (subtract)		10				
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)**	84	104			$220,181	$219,321.48
	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	109	147			$110,963	$110,963.04
11b.	Supportive Services provided by project sponsors/subrecipient that only provided supportive services.	50	46			$183,055	$183,055
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.)**	159	193			$294,018	$294,018.04
	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)					$19,983	$19,661.48
20.	**Total Grant Administration and Other Activities (Sum of Rows 16 – 19)**					$19,983	$19,661.48

	Total Expended		[2] Outputs: HOPWA Funds Expended	
			Budget	Actual
21.	**Total Expenditures for program year (Sum of Rows 7, 10, 13, 15, and 20)**		$534,182	$533,001

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 Households	[2] Output: Amount of HOPWA Funds Expended
1.	Adult day care and personal assistance		
2.	Alcohol and drug abuse services	37	$22,353.30
3.	Case management	150	$78,028.56
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	$27,790.52
10.	Meals/nutritional services	46	$27,790.52
11.	Mental health services	36	$21,749.10
12.	Outreach		
13.	Transportation	46	$27,790.52
14.	Other Activity (if approved in grant agreement). **Specify**: property maintenance, housekeeping; landlord svcs.	89	$88,515.52
15.	**Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)**	450	
16.	**Adjustment for Duplication (subtract)**	257	
17.	**TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)**	193	$294,018.04

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	70	$68,412.48
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.	3	$4,854.74
c.	Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs.	1	$1,768.56
d.	Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.	51	$49,985.44
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.	3	$4,059.12
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.	12	$7,744.62
g.	Direct program delivery costs (e.g., program operations staff time)		$0

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	29	22	1 Emergency Shelter/Streets		*Unstable Arrangements*
			2 Temporary Housing		*Temporarily Stable, with Reduced Risk of Homelessness*
			3 Private Housing		*Stable/Permanent Housing (PH)*
			4 Other HOPWA		
			5 Other Subsidy	5	
			6 Institution		
			7 Jail/Prison		*Unstable Arrangements*
			8 Disconnected/Unknown		
			9 Death	2	*Life Event*
Permanent Supportive Housing Facilities/ Units			1 Emergency Shelter/Streets		*Unstable Arrangements*
			2 Temporary Housing		*Temporarily Stable, with Reduced Risk of Homelessness*
			3 Private Housing		*Stable/Permanent Housing (PH)*
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		
			7 Jail/Prison		*Unstable Arrangements*
			8 Disconnected/Unknown		
			9 Death		*Life Event*

B. Transitional Housing Assistance

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

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
70	**Maintain Private Housing <u>without</u> subsidy** (*e.g. Assistance provided/completed and client is stable, not likely to seek additional support*)	68	*Stable/Permanent Housing (PH)*
	Other Private Housing without subsidy (e.g. client switched housing units and is now stable, not likely to seek additional support)		
	Other HOPWA Housing Subsidy Assistance		
	Other Housing Subsidy (PH)		
	Institution (*e.g. residential and long-term care*)		
	Likely that additional STRMU is needed to maintain current housing arrangements		*Temporarily Stable, with Reduced Risk of Homelessness*
	Transitional Facilities/Short-term (e.g. *temporary or transitional arrangement*)	1	
	Temporary/Non-Permanent Housing arrangement (*e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days*)		
	Emergency Shelter/street	1	*Unstable Arrangements*
	Jail/Prison		
	Disconnected		
	Death		*Life Event*

1a. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the prior operating year (e.g. households that received STRMU assistance in two consecutive operating years).	18
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).	13

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	143
b. Case Management	104
c. Adjustment for duplication (subtraction)	114
d. Total Households Served by Project Sponsors/Subrecipients with Housing Subsidy Assistance (Sum of Rows a.b. minus Row c.)	133
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	**46**
b. Total Households Served by Project Sponsors/Subrecipients without Housing Subsidy Assistance	**46**

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	133	46	*Support for Stable Housing*
2. Had contact with case manager/benefits counselor consistent with the schedule specified in client's individual service plan (may include leveraged services such as Ryan White Medical Case Management)	133	46	*Access to Support*
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	133	46	*Access to Health Care*
4. Accessed and maintained medical insurance/assistance	133	46	*Access to Health Care*
5. Successfully accessed or maintained qualification for sources of income	131	46	*Sources of Income*

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

- MEDICAID Health Insurance Program, or use local program name
- MEDICARE Health Insurance Program, or use local program name
- Veterans Affairs Medical Services
- AIDS Drug Assistance Program (ADAP)
- State Children's Health Insurance Program (SCHIP), or use local program name
- Ryan White-funded Medical or Dental Assistance

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

- Earned Income
- Veteran's Pension
- Unemployment Insurance
- Pension from Former Job
- Supplemental Security Income (SSI)
- Child Support
- Social Security Disability Income (SSDI)
- Alimony or other Spousal Support
- Veteran's Disability Payment
- Retirement Income from Social Security
- Worker's Compensation
- General Assistance (GA), or use local program name
- Private Disability Insurance
- Temporary Assistance for Needy Families (TANF)
- Other Income Sources

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	

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)* ☐ Final Yr ☐ Yr 1; ☐ Yr 2; ☐ Yr 3; ☐ Yr 4; ☐ Yr 5; ☐ Yr 6; ☐ Yr 7; ☐ Yr 8; ☐ Yr 9; ☐ 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?	☐ *Yes, protect information; do not list* ☐ *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.	133

Chart b. Prior Living Situation

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

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

	Category	Total HOPWA Eligible Individuals Receiving Housing Subsidy Assistance
1.	Continuing to receive HOPWA support from the prior operating year	41
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)	2
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)**	4
6.	Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	
7.	Psychiatric hospital or other psychiatric facility	
8.	Substance abuse treatment facility or detox center	
9.	Hospital (non-psychiatric facility)	
10.	Foster care home or foster care group home	
11.	Jail, prison or juvenile detention facility	1
12.	Rented room, apartment, or house	80
13.	House you own	6
14.	Staying or living in someone else's (family and friends) room, apartment, or house	1
15.	Hotel or motel paid for without emergency shelter voucher	
16.	Other	
17.	Don't Know or Refused	
18.	**TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)**	133

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	5	1

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.)	133
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	3
3. Number of ALL other persons **NOT diagnosed** as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefited from the HOPWA housing subsidy	106
4. TOTAL number of ALL beneficiaries served with Housing Subsidy Assistance (Sum of Rows 1,2, & 3)	242

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	1	0	0	0	1
2.	18 to 30 years	5	10	0	0	15
3.	31 to 50 years	33	44	1	0	78
4.	51 years and Older	17	22	0	0	39
5.	**Subtotal (Sum of Rows 1-4)**	56	76	1	0	133
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	30	38	0	0	68
7.	18 to 30 years	13	18	0	0	31
8.	31 to 50 years	5	4	0	0	9
9.	51 years and Older	0	1	0	0	1
10.	**Subtotal (Sum of Rows 6-9)**	48	61	0	0	109
Total Beneficiaries (Chart a, Row 4)						
11.	**TOTAL (Sum of Rows 5 & 10)**	104	137	1	0	242

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			
2.	Asian	0		0	
3.	Black/African American	74	2	69	2
4.	Native Hawaiian/Other Pacific Islander				
5.	White	41	12	27	10
6.	American Indian/Alaskan Native & White				
7.	Asian & White				
8.	Black/African American & White	2			
9.	American Indian/Alaskan Native & Black/African American				
10.	Other Multi-Racial	14	5	13	4
11.	Column Totals (Sum of Rows 1-10)	133	19	109	16
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)	108
2.	31-50% of area median income (very low)	25
3.	51-80% of area median income (low)	0
4.	**Total (Sum of Rows 1-3)**	133

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:
☐ New construction	$	$	**Type of Facility [Check only one box.]** ☐ Permanent housing ☐ Short-term Shelter or Transitional housing ☐ Supportive services only facility
☐ Rehabilitation	$	$	
☐ Acquisition	$	$	
☐ 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: ☐ Not yet occupied
d.	Date supportive services began:	Date started: ☐ 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?	☐ Yes ☐ No *If yes, number of participants on the list at the end of operating year*
g.	What is the address of the facility (if different from business address)?	
h.	Is the address of the project site confidential?	☐ *Yes, protect information; do not publish list* ☐ *No, can be made available to the public*

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

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

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

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

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

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

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

3a. Check one only

☐ Permanent Supportive Housing Facility/Units

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

3b. Type of Facility

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

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

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

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) **Specify:**		
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
2012-2013

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 NY-H07-F004		**Operating Year for this report** ***From (mm/dd/yy)*** 5/1/12 ***To (mm/dd/yy)*** 4/30/13		
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?** ☒ **Yes** ☐ **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) <u>and</u> 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?** ☐ Yes ☒ 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, Serving Erie & Niagara Counties		**Parent Company Name, *if applicable*** NA		
Name and Title of Contact at Project Sponsor Agency	Monica Brown, Director of HIV/AIDS Services			
Email Address	Monica.Brown@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):	003255213			
Congressional District of Project Sponsor's Business Address	28			
Congressional District(s) of Primary Service Area(s)	26, 27, 28			
City(ies) <u>and</u> 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	**$171,341**			
Organization's Website Address	www.buffaloredcross.org			
Is the sponsor a nonprofit organization? ☒ **Yes** ☐ **No** *Please check if yes and a faith-based organization.* ☐ *Please check if yes and a grassroots organization.* ☐		**Does your organization maintain a waiting list?** ☐ Yes ☒ 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*** EHS, Inc.
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) 847-0418	
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 and Niagara Falls	**Counties:** Erie and Niagara	
Total HOPWA contract amount for this Organization for the operating year	**$179,786**		
Organization's Website Address	www.evergreenhs.org		
Is the sponsor a nonprofit organization? ☒ **Yes** ☐ **No** *Please check if yes and a faith-based organization.* ☐ *Please check if yes and a grassroots organization.* ☐		**Does your organization maintain a waiting list?** ☒ Yes ☐ 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	Derek Miller, Operations Adherence Coordinator			
Email Address	dmiller@benedicthouse.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) <u>and</u> 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	**$183,055**			
Organization's Website Address	www.benedicthouse.org			
Is the sponsor a nonprofit organization? ☒ **Yes** ☐ **No** *Please check if yes and a faith-based organization.* ☐ *Please check if yes and a grassroots organization.* ☐			**Does your organization maintain a waiting list?** ☒ Yes ☐ 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) and 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 and 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) and 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
Evergreen Health Services, Inc.	$179,786	206 South Elmwood	Buffalo NY	14201	Brian Planty	716-847-0212	Erie and Niagara Counties	TBRA, STRMU and Support Services
Benedict House	$183,055	2211 Main Street	Buffalo NY	14214	Derek Miller	716-834-4940	Erie, Niagara and Monroe Counties	Support Services
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 Heath 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 though 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 are all under the umbrella of the Division of Residential Development. The Emergency Shelter Grant services and the HOPWA Program have been transferred to the City's Department of Community Services.

   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.

☐ HOPWA/HUD Regulations	☒ Planning	☒ Housing Availability	☒ Rent Determination and Fair Market Rents
☒ Discrimination/Confidentiality	☐ Multiple Diagnoses	☒ Eligibility	☐ Technical Assistance or Training
☒ Supportive Services	☒ Credit History	☐ Rental History	☐ Criminal Justice History
☒ Housing Affordability	☒ Geography/Rural Access	☐ Other, please explain further	

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.	19

2. From the total reported in Row 1, identify the number of households with unmet housing needs by type of housing subsidy assistance:	19
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	☒Housing Subsidy Assistance ☒Other Support
Ryan White-Other	$150,000	Transportation assistance to medical and related appointments	☐Housing Subsidy Assistance ☒Other Support
Housing Choice Voucher Program			☐Housing Subsidy Assistance ☐Other Support
Low Income Housing Tax Credit			☐Housing Subsidy Assistance ☐Other Support
HOME			☐Housing Subsidy Assistance ☐Other Support
Shelter Plus Care			☐Housing Subsidy Assistance ☐Other Support
Emergency Solutions Grant			☐Housing Subsidy Assistance ☐Other Support
Other Public: NYSDOHAI	$193,735	Supportive Services	☐Housing Subsidy Assistance ☒Other Support
Other Public: NYSDOHAI	$75,000	Training for Staff and Clients	☐Housing Subsidy Assistance ☒Other Support
Other Public: NYS OTDA	$111,120	TBRA, STRMU	☒Housing Subsidy Assistance ☒Other Support
Other Public: NYS Supportive Housing (NYSSHP)	$81,600	Salaries/Fringe	☐Housing Subsidy Assistance ☒Other Support
Other Public: NYS Dept. of Health-Chronic Care	$98,569	Salaries/Fringe	☐Housing Subsidy Assistance ☒Other Support
Other Public: Erie County Dept. of Social Services (ECDSS)	$283,075	Room & Board	☐Housing Subsidy Assistance ☒Other Support

Private Funding			
Grants			☐Housing Subsidy Assistance ☐Other Support
In-kind Resources-Volunteer Hours @$10/hour			☐Housing Subsidy Assistance ☐Other Support
Other Private: Fundraising	$16,313		☐Housing Subsidy Assistance ☒Other Support
Other Private: Donations	$104,872		☐Housing Subsidy Assistance ☒Other Support
Other Funding			
Grantee/Project Sponsor/Subrecipient (Agency) Cash			☐Housing Subsidy Assistance ☐Other Support
Resident Rent Payments by Client to Private Landlord – Benedict House	$105,645		
TOTAL (Sum of all Rows)	**$1,489,929**		

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)	$602,000
2.	Resident Rent Payments made directly to HOPWA Program	$0
3.	**Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)**	$602,000

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	$0
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	$602,000
3.	**Total Program Income Expended (Sum of Rows 1 and 2)**	$602,000

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	29			$110,236	$109,377
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	51	70			$68,413	$68,412.48
5.	Permanent Housing Placement Services	33	44			$41,532	$41,532
6.	Adjustments for duplication (subtract)		10				
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)**	84	104			$220,181	$219,321.48
	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	109	147			$110,963	$110,963.04
11b.	Supportive Services provided by project sponsors/subrecipient that only provided supportive services.	50	46			$183,055	$183,055
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.)**	159	193			$294,018	$294,018.04
	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)			$19,983	$19,661.48
20.	**Total Grant Administration and Other Activities (Sum of Rows 16 – 19)**			$19,983	$19,661.48

	Total Expended		[2] Outputs: HOPWA Funds Expended	
			Budget	Actual
21.	**Total Expenditures for program year (Sum of Rows 7, 10, 13, 15, and 20)**		$534,182	$533,001

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 Households	[2] Output: Amount of HOPWA Funds Expended
1.	Adult day care and personal assistance		
2.	Alcohol and drug abuse services	37	$22,353.30
3.	Case management	150	$78,028.56
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	$27,790.52
10.	Meals/nutritional services	46	$27,790.52
11.	Mental health services	36	$21,749.10
12.	Outreach		
13.	Transportation	46	$27,790.52
14.	Other Activity (if approved in grant agreement). **Specify**: property maintenance, housekeeping; landlord svcs.	89	$88,515.52
15.	**Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)**	450	
16.	**Adjustment for Duplication (subtract)**	257	
17.	**TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)**	193	$294,018.04

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	70	$68,412.48
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.	3	$4,854.74
c.	Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs.	1	$1,768.56
d.	Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.	51	$49,985.44
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.	3	$4,059.12
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.	12	$7,744.62
g.	Direct program delivery costs (e.g., program operations staff time)		$0

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	29	22	1 Emergency Shelter/Streets		*Unstable Arrangements*
			2 Temporary Housing		*Temporarily Stable, with Reduced Risk of Homelessness*
			3 Private Housing		*Stable/Permanent Housing (PH)*
			4 Other HOPWA		
			5 Other Subsidy	5	
			6 Institution		
			7 Jail/Prison		*Unstable Arrangements*
			8 Disconnected/Unknown		
			9 Death	2	*Life Event*
Permanent Supportive Housing Facilities/ Units			1 Emergency Shelter/Streets		*Unstable Arrangements*
			2 Temporary Housing		*Temporarily Stable, with Reduced Risk of Homelessness*
			3 Private Housing		*Stable/Permanent Housing (PH)*
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		
			7 Jail/Prison		*Unstable Arrangements*
			8 Disconnected/Unknown		
			9 Death		*Life Event*

B. Transitional Housing Assistance

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

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
70	**Maintain Private Housing <u>without</u> subsidy** (*e.g. Assistance provided/completed and client is stable, not likely to seek additional support*)	68	*Stable/Permanent Housing (PH)*
	Other Private Housing without subsidy (e.g. client switched housing units and is now stable, not likely to seek additional support)		
	Other HOPWA Housing Subsidy Assistance		
	Other Housing Subsidy (PH)		
	Institution (*e.g. residential and long-term care*)		
	Likely that additional STRMU is needed to maintain current housing arrangements		*Temporarily Stable, with Reduced Risk of Homelessness*
	Transitional Facilities/Short-term (e.g. *temporary or transitional arrangement*)	1	
	Temporary/Non-Permanent Housing arrangement (*e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days*)		
	Emergency Shelter/street	1	*Unstable Arrangements*
	Jail/Prison		
	Disconnected		
	Death		*Life Event*

1a. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the prior operating year (e.g. households that received STRMU assistance in two consecutive operating years).	18
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).	13

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	143
b. Case Management	104
c. Adjustment for duplication (subtraction)	114
d. Total Households Served by Project Sponsors/Subrecipients with Housing Subsidy Assistance (Sum of Rows a.b. minus Row c.)	133
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	**46**
b. Total Households Served by Project Sponsors/Subrecipients without Housing Subsidy Assistance	**46**

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	133	46	*Support for Stable Housing*
2. Had contact with case manager/benefits counselor consistent with the schedule specified in client's individual service plan (may include leveraged services such as Ryan White Medical Case Management)	133	46	*Access to Support*
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	133	46	*Access to Health Care*
4. Accessed and maintained medical insurance/assistance	133	46	*Access to Health Care*
5. Successfully accessed or maintained qualification for sources of income	131	46	*Sources of Income*

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

- MEDICAID Health Insurance Program, or use local program name
- MEDICARE Health Insurance Program, or use local program name
- Veterans Affairs Medical Services
- AIDS Drug Assistance Program (ADAP)
- State Children's Health Insurance Program (SCHIP), or use local program name
- Ryan White-funded Medical or Dental Assistance

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

- Earned Income
- Veteran's Pension
- Unemployment Insurance
- Pension from Former Job
- Supplemental Security Income (SSI)
- Child Support
- Social Security Disability Income (SSDI)
- Alimony or other Spousal Support
- Veteran's Disability Payment
- Retirement Income from Social Security
- Worker's Compensation
- General Assistance (GA), or use local program name
- Private Disability Insurance
- Temporary Assistance for Needy Families (TANF)
- Other Income Sources

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	

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)* ☐ Final Yr ☐ Yr 1; ☐ Yr 2; ☐ Yr 3; ☐ Yr 4; ☐ Yr 5; ☐ Yr 6; ☐ Yr 7; ☐ Yr 8; ☐ Yr 9; ☐ 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?	☐ *Yes, protect information; do not list* ☐ *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.	133

Chart b. Prior Living Situation

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

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

	Category	Total HOPWA Eligible Individuals Receiving Housing Subsidy Assistance
1.	Continuing to receive HOPWA support from the prior operating year	41
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)	2
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)**	4
6.	Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	
7.	Psychiatric hospital or other psychiatric facility	
8.	Substance abuse treatment facility or detox center	
9.	Hospital (non-psychiatric facility)	
10.	Foster care home or foster care group home	
11.	Jail, prison or juvenile detention facility	1
12.	Rented room, apartment, or house	80
13.	House you own	6
14.	Staying or living in someone else's (family and friends) room, apartment, or house	1
15.	Hotel or motel paid for without emergency shelter voucher	
16.	Other	
17.	Don't Know or Refused	
18.	**TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)**	133

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	5	1

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.)	133
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	3
3. Number of ALL other persons **NOT diagnosed** as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefited from the HOPWA housing subsidy	106
4. TOTAL number of ALL beneficiaries served with Housing Subsidy Assistance (Sum of Rows 1,2, & 3)	242

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	1	0	0	0	1
2.	18 to 30 years	5	10	0	0	15
3.	31 to 50 years	33	44	1	0	78
4.	51 years and Older	17	22	0	0	39
5.	**Subtotal (Sum of Rows 1-4)**	56	76	1	0	133
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	30	38	0	0	68
7.	18 to 30 years	13	18	0	0	31
8.	31 to 50 years	5	4	0	0	9
9.	51 years and Older	0	1	0	0	1
10.	**Subtotal (Sum of Rows 6-9)**	48	61	0	0	109
Total Beneficiaries (Chart a, Row 4)						
11.	**TOTAL (Sum of Rows 5 & 10)**	104	137	1	0	242

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			
2.	Asian	0		0	
3.	Black/African American	74	2	69	2
4.	Native Hawaiian/Other Pacific Islander				
5.	White	41	12	27	10
6.	American Indian/Alaskan Native & White				
7.	Asian & White				
8.	Black/African American & White	2			
9.	American Indian/Alaskan Native & Black/African American				
10.	Other Multi-Racial	14	5	13	4
11.	Column Totals (Sum of Rows 1-10)	133	19	109	16
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)	108
2.	31-50% of area median income (very low)	25
3.	51-80% of area median income (low)	0
4.	**Total (Sum of Rows 1-3)**	133

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:
☐ New construction	$	$	**Type of Facility [Check only one box.]** ☐ Permanent housing ☐ Short-term Shelter or Transitional housing ☐ Supportive services only facility
☐ Rehabilitation	$	$	
☐ Acquisition	$	$	
☐ 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: ☐ Not yet occupied
d.	Date supportive services began:	Date started: ☐ 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?	☐ Yes ☐ No *If yes, number of participants on the list at the end of operating year*
g.	What is the address of the facility (if different from business address)?	
h.	Is the address of the project site confidential?	☐ *Yes, protect information; do not publish list* ☐ *No, can be made available to the public*

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

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

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

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

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

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

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

3a. Check one only

☐ Permanent Supportive Housing Facility/Units

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

3b. Type of Facility

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

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

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

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) **Specify:**		
e.	**Adjustment to eliminate duplication (subtract)**		
f.	**TOTAL Facility-Based Housing Assistance (Sum Rows a. through d. minus Row e.)**		