

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

As was the case with the 2016 CAPER, the following Goals and Actuals table produced by IDIS represents not a lack of progress in attaining the annual or cumulative goals anticipated for the 2017 program year but rather depicts continued functional issues with the eConPlan system and the requisite online reporting of data into IDIS. Federal Grants Management staff will take this report as produced by HUD's IDIS data system and review our data reporting practices to meet the system's requirements.

From these reports, gleaned from the activity performance numbers we've inputted into IDIS and from other qualitative and quantitative information from providers and City project managers, we assess that our progress in meeting our Consolidated Plan objectives are on track and that our funds are being used for the correct purposes. This assessment is made within the context of the City's overall budget and other resources available to assist low- and moderate-income persons, such as the Families and Education Levy and the Housing Levy, the Seattle Housing Levy and general fund investments that leverage CDBG/HOME/HOPWA/ESG activities.

During this program year the City of Seattle spent a great deal of time and resources on the finalization of the Assessment of Fair Housing (AFH) and the development of the new 2018-2022 Consolidated Plan. The development of the AFH required significant coordination, facilitation, research and production among 16 different city departments plus the Seattle Housing Authority. The AFH was adopted and accepted by HUD in July 2017. The 2018-2022 Consolidated Plan will be finalized and submitted to HUD upon notification of the 2018 allocation amounts from HUD.

HSD began planning for a new performance-based contract approach (Portfolio) designed to eliminate multiple contracts with agencies based upon fund sources. This approach also incentivizes allocations to agencies whose efforts lead to **desired outcomes** for homeless clients and not just performance of contract deliverables. This initiative will be rolled out in 2017 for 2018 contracting which is expected to result in a RFP for all homeless funds available from the City of Seattle, including CDBG and ESG.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Economic and Neighborhood Development	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	104395		0	57150	
Economic and Neighborhood Development	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	138		140	112	80.00%
Economic and Neighborhood Development	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	0	0		0	0	
Economic and Neighborhood Development	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	2875	4436	154.30%	1728	2016	116.67%
Economic and Neighborhood Development	Non-Housing Community Development	CDBG: \$	Other	Other	15	0	0.00%			
Homelessness Prev., Intervention & Hous Stability	Homeless Non-Homeless Special Needs	CDBG: \$ / HOPWA: \$2032386 / ESG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	21124		0	2289	
Homelessness Prev., Intervention & Hous Stability	Homeless Non-Homeless Special Needs	CDBG: \$ / HOPWA: \$2032386 / ESG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	1766		0	477	

Homelessness Prev., Intervention & Hous Stability	Homeless Non-Homeless Special Needs	CDBG: \$ / HOPWA: \$2032386 / ESG: \$	Homeless Person Overnight Shelter	Persons Assisted	30000	15124	50.41%	13285	1785	13.44%
Homelessness Prev., Intervention & Hous Stability	Homeless Non-Homeless Special Needs	CDBG: \$ / HOPWA: \$2032386 / ESG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	318		0	318	
Homelessness Prev., Intervention & Hous Stability	Homeless Non-Homeless Special Needs	CDBG: \$ / HOPWA: \$2032386 / ESG: \$	Homelessness Prevention	Persons Assisted	1200	593	49.42%			
Homelessness Prev., Intervention & Hous Stability	Homeless Non-Homeless Special Needs	CDBG: \$ / HOPWA: \$2032386 / ESG: \$	HIV/AIDS Housing Operations	Household Housing Unit	820	775	94.51%			
Increase Access to Affordable Housing	Affordable Housing Public Housing	CDBG: \$ / HOME: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	672		0	352	
Increase Access to Affordable Housing	Affordable Housing Public Housing	CDBG: \$ / HOME: \$	Rental units constructed	Household Housing Unit	225	266	118.22%	70	41	58.57%
Increase Access to Affordable Housing	Affordable Housing Public Housing	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	0	0		0	0	

Increase Access to Affordable Housing	Affordable Housing Public Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	3150	1273	40.41%	0	0	
Increase Access to Affordable Housing	Affordable Housing Public Housing	CDBG: \$ / HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	60	7	11.67%			

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

Major priorities for the use of Consolidated Plan funds, especially CDBG, has been to provide emergency shelter and services for homeless persons and to preserve and develop affordable housing. All CDBG public service dollars are contracted out to community-based providers of homeless services.

The Office of Economic Development (OED) invests in neighborhood business districts to improve business organization, marketing and promotion, safety and appearance and small business support for each district.

- CDBG supported 9 neighborhood business districts' revitalization work, supporting over 1,700 businesses. A \$95,000 contract with a nonprofit organization, Ventures, provided 146 small businesses, including owners of 24 existing businesses and 4 new businesses, classroom entrepreneurial training and 1-on-1 business coaching. Coaching seeks to train low-income business owners or prospective entrepreneurs to improve their financial and operational management skills. Early stage entrepreneurs receive an initial evaluation of their business and referrals to consultant resources for further assistance. OED disbursed \$55,000 in Business Development Account funds to a nonprofit lender, Mercy Corps NW which provided grants to 17 microenterprises. Each business owner saved \$500 and participated in 12 hours of training and, in exchange, received a \$4,000 matching grant from the City. All 17 businesses are in a major construction area. The BDA grants and training help stabilize these businesses during construction and prepare them for post-construction growth. The Ethnic Business Coalition's (EBC) \$210,000 contract supported immigrant and refugee entrepreneurs by conducting outreach and financial consultations to owners to secure small business loans, develop an effective web presence which highlights customer services stories and engage in special events to boost a business local profile. From July to December 2017, the EBC served a total of 150 businesses, 125 of which were CDBG eligible businesses. The Office of Housing (OH) awarded funding for 65 affordable housing units. CDBG funds were used for the purchase of the YK Building and preserving 34 affordable housing units in the Central District. HOME funds were used in two neighborhood projects, contributing 31 units. Both projects are under construction with the Lake City Family Housing project set to be completed in September of 2018 and the Compass Broadview project set to complete in the Summer of 2019:
- Lake City Family Housing utilizes surplus city property, formerly Fire Station 39. This project will contain 69 units of which 11 are HOME funded. The project will include four pre-school classrooms funded by Seattle's pre-school Levy. The project will provide family sized housing at a range of incomes, 30%-60% AMI.
- Compass Broadview is located in the Broadview area in northwest Seattle. The projects provide 58 total units, 20 are HOME funded, which provide family-sized housing units for a range of

incomes. In addition, the project will serve 12 homeless families.

In 2017, OH completed and leased up 41 HOME units in three previously funded projects: Interbay by DESC, Marion West and Abbey Lincoln both by the Low-Income Housing Institute.

The Parks and Recreation Department used CDBG funding complete capital improvements and renovations, including ADA improvements, at nine (9) neighborhood parks serving low-moderate-income neighborhoods.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME	HOPWA	ESG
White	3,275	26	0	0
Black or African American	2,377	19	0	0
Asian	291	2	0	0
American Indian or American Native	330	1	0	0
Native Hawaiian or Other Pacific Islander	110	0	0	0
Total	6,389	48	0	0
Hispanic	441	5	0	0
Not Hispanic	5,942	43	0	0

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Please note that ESG Race and Ethnicity data is not included in the table above due to the requirement to attach the ESG CAPER which takes the place of the CR-60 and 75 of this report. Additionally, the HOPWA Race and Ethnicity data is not included in the table above due to the requirement to attach the HOPWA CAPER. The ESG and HOPWA reports are attached separately to the CAPER.

Also note that the Race/Ethnicity categories used for this table do not match the racial categories used in IDIS for individual project tracking, especially the category for the multi-racial persons. This data may not be a perfect match between the two sources.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	11,905,881	8,105,134
HOME	HOME	3,308,153	3,136,172
HOPWA	HOPWA	2,032,386	1,258,233
ESG	ESG	808,890	846,799
Other	Other		

Table 3 - Resources Made Available

Narrative

The Resources Made Available address the City's annual Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), Emergency Solutions Grant (ESG) and Housing Opportunities for Persons with AIDS (HOPWA) allocations received by the U.S. Department of Housing and Urban Development. The Amount Expended During the Program Year address the funds from the 2017 allocation and funds from previous allocation years that were expended by the City during this Program Year.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

At present, the City is not implementing any official HUD designated geographic based priority areas such as NRSAs or Empowerment Zone or Brownfields. Allocations and program activities are funded City-wide in accordance with eligibility and program priorities set through partner department policies.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City of Seattle relies on Consolidated Plan funds to provide a foundation for our community and economic development activities. However, they are by no means the only investments the

City or the community at large make in programs and services to support low- and moderate-income populations. Each of the three departments receiving the largest Consolidated Plan fund allocations anticipates sizable amounts of complementary funds from other sources to leverage the investment of HUD funds.

The Office of Housing does not require match for CDBG funds, but the City does not usually fully-fund capital projects. CDBG and HOME are far less than half the cost of any given capital project. HOME match is detailed in the following table. The Office of Housing received \$4.3 million in HUD Consolidated Plan funds in 2017 and received \$18 million from the Seattle Housing Levy for affordable housing projects and activities. In August of 2016, the seven-year housing levy was renewed by Seattle voters which doubled the total effort to provide funds for affordable housing. It is expected to generate \$290 million over the next seven years. The levy's goals are to produce and preserve 2,150 apartments affordable for at least 50 years, reinvest in 350 affordable apartments, provide rent assistance and other supports for 4,500 families to prevent homelessness, assist 280 low-income homeowners, and provide loans for acquisition and rental rehabilitation of existing affordable apartments. Additionally, the pattern of non-City funding from prior years is expected to continue, with tax credit equity investments accounting for roughly half (40% - 60%) of total annual investments in multifamily rental projects involving Office of Housing funding. Other funding sources include incentive zoning payments, the Washington State Housing Trust Fund, private bank and bond financing, and owner contributions and fundraising.

The city leveraged additional funds through its neighborhood business district program which leveraged in 2017 \$640,000 in the City's General Fund. The business districts leveraged \$554,000 in other public funding and \$810,000 in private funding for their projects. While these funds did not have matching requirements, they did help support the City's neighborhood business district program which is largely funding by CDBG funds, thus stretching those federal dollars and expanding the reach of our program.

The Office of Economic Development, for example, in 2017 received an allocation of \$7.9 million from the City's General Fund to support programs dedicated to developing a healthy business environment that empowers businesses to develop, grow, and succeed. This \$7.9 million was supplemented by \$1.4 million in CDBG that was allocated to be used by OED for those same purposes.

The Human Services Department supplements its 2017 allocation of \$8.6 million in Consolidated Plan funds for services supporting homeless and low-income persons and families with approximately \$12 million in federal McKinney funding and nearly \$22 million in local General Fund resources.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	13,628,772
2. Match contributed during current Federal fiscal year	1,173,848
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	14,802,620
4. Match liability for current Federal fiscal year	308,140
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	14,494,480

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
Estelle Supportive Housing	0	0	319,491	0	0	0	0	319,491
Lake City Family Housing	0	0	368,103	267,143	0	0	0	635,246
Operations and Maintenance	0	183,085	0	0	0	0	0	183,085
University Commons	0	0	36,026	0	0	0	0	36,026

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
3,234,832	3,356,244	2,192,239	0	4,398,837

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	39,741,536	0	0	0	0	39,741,536
Number	6	0	0	0	0	6
Sub-Contracts						
Number	34	6	1	0	2	25
Dollar Amount	7,067,025	1,448,098	4,100	0	175,000	5,439,827
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	39,741,536	0	39,741,536			
Number	6	0	6			
Sub-Contracts						
Number	34	15	19			
Dollar Amount	7,067,024	2,651,280	4,415,744			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	3	0	2	0	0	1
Dollar Amount	5,199,739	0	4,199,739	0	0	1,000,000

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		2	3,376,199			
Businesses Displaced		1	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		7	7			
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	7	0	0	1	2	4
Cost	700	0	0	100	200	400

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	25	19
Number of Non-Homeless households to be provided affordable housing units	730	556
Number of Special-Needs households to be provided affordable housing units	0	0
Total	755	575

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	105	41
Number of households supported through Rehab of Existing Units	650	500
Number of households supported through Acquisition of Existing Units	0	34
Total	755	575

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The production of housing units does not happen in a linear fashion, as projects are dependent on permitting and construction schedules. Production is also dependent on developers securing sufficient financing beyond the assistance provided by these federal funds. As mentioned in the section on leveraging, the City is not the exclusive funder of any given capital project. The tables above reflect households and housing units, not individuals.

Compass Broadview – As mentioned in CR-05, Compass Broadview is a family-sized rental housing project in NW Seattle. The project provided 59 affordable units, closed on financing and began construction in the December of 2017.

Lake City Family Housing – Closed with permanent financing in June of 2017 and started construction of 70 multifamily units with 4 pre-school classrooms serving 80 children on the ground floor, as described in CR-05.

YK Building – The project was acquired in August of 2016, when the original term of the OH loan was met, and the project was at-risk of being sold on the open market. The project was purchased by Catholic Housing Services and is proposed to serve 34 new residents half at 30% AMI and half at 50% AMI.

In addition, three projects completed and leased up including: Interbay by DESC, Marion West, by Low Income Housing Institute, and Abbey Lincoln by Low Income Housing Institute. These three projects produced 41 HOME units.

Home Repair Programs – The City funds two home repair programs with Consolidated Plan funds. The first, administered directly by the City's Office of Housing, is the Home Repair Program, provides loans to qualifying homeowners to finance larger home rehabilitation projects. The goal of 2017 to close 30 loans was not reached; 23 loans were closed. OH continues to work on marketing and outreach to increase usage of the program, including hiring a community engagement specialist in the first half of 2018.

The second program, the Minor Home Repair Program, is operated via a contract with Sound Generations by the City's Human Services Department. It provides for repairs small-scale health and safety repairs such as plumbing and electrical outlet repairs and railing replacements. In 2017, a total of 1,531 repairs for 477 low-income homeowners were made under this program.

Discuss how these outcomes will impact future annual action plans.

The outcome related to the production and preservation of 65 units of which 41 were HOME funded and 34 were CDBG, which will thwart family displacement and greatly reduce the potential for homelessness within this population by that same amount. Production of affordable units will further strengthen the support for a continued robust action plan in support of the most vulnerable of the City of Seattle's population.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	232	18
Low-income	213	19
Moderate-income	89	4
Total	534	41

Table 13 – Number of Households Served

Narrative Information

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Coordinated Entry and Assessment (CEA) has been operational now for several years. CEA conducts VI-SPDAT assessments on families, young adults and single adults via a RHAP's or Regional Housing Access Points. Outreach providers working with unsheltered persons also conduct VI-SPDAT's and enter the results in CEA. Once assessments are entered into CEA the households are placed on the community queue for housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Seattle has recently completed a comprehensive assessment of our emergency shelter and transitional housing system. This assessment provided new information regarding a need to improve program entries from homeless situations and to shorten length of stay time for persons residing in these program types. Please see the attached "2016 Homeless Needs Assessment" for detailed results. Efforts continue to increase outreach and coordinated access to shelter beds for persons who are homeless. In 2017 daily shelter bed availability is managed through the City and outreach providers are able to make direct referrals to unsheltered persons.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The Human Services Department has worked closely with institutions and systems of care to reduce the rate of persons being exited from those programs into homelessness. Our partners working at the County jail work closely with housing providers to ensure that people completing their sentence are exiting to housing whenever possible. The State of Washington has increased support for youth aging out of the foster care system to reduce exits to homelessness. Additionally, the CEA system is funded to provide diversion and prevention assistance to households seeking assistance to retain or maintain housing before entering homelessness.

Additionally, the Office of Economic Development, uses over \$2.6 million in General Funds to supports nonprofit service provider programs which train low-income, low-skill individuals, both youth and

adults, to join the workforce and thus avoid homelessness. In addition to these training and worker readiness programs, OED staff work with local high demand industry leaders facing worker shortages and with the Community College District to develop worker training certifications aligned with their workforce needs.

To further develop our workforce and local businesses, OED staff work with a wide range of small business owners directly and indirectly through contract partners. Within our contracts we include a condition which requires our contract partners to engage and serve with at least 20 percent WMBEs (women/minority-owned business enterprises). OED staff encourage WMBE vendors to register and self-identify on the City's Online Business Directory through face to face business contacts, community events, community forums, and chamber events. OED also entered a relationship with a translation phone bank that has allowed OED staff to work with a more diverse public by being accessible via over-the-phone translation of over 200 languages.

The Office of Housing manages the voter approved Seattle Housing Levy that provides affordable housing for Seattle's low-income residents. In August of 2016, the seven-year housing levy was renewed by Seattle voters which doubled the total effort to provide funds for affordable housing. It is expected to generate \$290 million over the next seven years. The levy's goals are to produce and preserve 2,150 apartments affordable for at least 50 years, reinvest in 350 affordable apartments, provide rent assistance and other supports for 4,500 families to prevent homelessness, assist 280 low-income homeowners, and provide loans for acquisition and rental rehabilitation of existing affordable apartments. 2017 is the first year of the awarding the new levy funds; as such no new units have yet been developed under this new levy.

In addition, in 2016, voters approved the 2016 Housing Levy, which generate \$290 million over seven years to support affordable housing development, rental assistance to prevent homelessness, and support for low income home buyers. OH, was engaged in planning around 2016 Housing levy policies and implementation.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

All Home, the CoC lead for Seattle and King County has been measuring system performance for the last several years. The most current performance data can be seen on the website at: <http://allhomekc.org/quarterly-data/>. Through our system transformation efforts known as "Pathways Home" the City of Seattle is working to increase our system performance in terms of the decreasing the length of time households spend homeless. For detail on the Pathways project click on the link below:

<http://www.seattle.gov/pathwayshome>

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

Seattle Housing Authority (SHA) continues to advance its affordable housing goals, which are guided by a strategic plan for 2016-2020:

- Create more affordable housing: Leverage resources to increase rental assistance and housing units for more people in need of affordable housing.
- Advance affordable housing policy: Champion public policies that increase the viability, availability, and accessibility of affordable housing for people with low incomes.
- Diversify housing choice: Expand available housing choices, demonstrate alternative housing models, and preserve and increase access to neighborhoods throughout Seattle that would otherwise be out of reach for people with low incomes.
- Preserve and promote high quality housing: Provide safe, accessible, sustainable, and attractive living environments that contribute to Seattle neighborhoods through preservation and redevelopment of SHA's housing stock.
- Connect people to opportunity: Invest in communities through partnerships so that neighborhoods where participants live support access to opportunities such as good jobs, parks, transit, arts, high-performing schools, and healthy living.
- Strengthen community and service: Facilitate supportive relationships and respectful interactions among participants, staff, partner organizations, and neighbors so that people feel valued, proud, and connected to the community they live in.
- Enhance senior and disabled living: Connect senior and disabled participants to the services they need and facilitate access to other housing choices along a continuum of care as appropriate.
- Economically empower people: Assist participants in benefiting from education and employment to increase their economic security, skills, income, assets, and financial well-being. Support youth achievement: Promote access to high-quality learning opportunities for young children, youth, and young adults that increase educational performance, college and career readiness, and encourage lifelong well-being.

In 2017 SHA employed strategies to address the needs of public housing residents, including job placement and referral services, case management through SHA staff and contracts with agencies such as City of Seattle Aging and Disability Services, individualized planning and assessment to provide connections to training and education, and leadership development through SHA's Community Builders. SHA connected households with educational resources, including tutoring and recruitment for College Bound enrollment. 2017 was an important year for SHA in developing and restructuring employment and education resources for public housing and Housing Choice Voucher households. The redesign integrated employment and education services, formerly known as the Economic Opportunities and Family Self-Sufficiency Programs, into one seamless program, called JobLink. The Workforce Opportunity System (WOS) project ended its three-year pilot and key strategies were integrated into the new JobLink program. Now three programs are combined to serve any adult tenant participating in SHA housing

programs.

In 2017 SHA completed repair and rehabilitation work at a number of properties to extend their useful life. Building upgrades included roofs, exteriors, and elevator design work at multiple properties, including Jefferson Terrace and several Seattle Senior Housing Program (SSHP) buildings. The agency completed security upgrades for a number of SSHP buildings, as well as work on UFAS units at Jefferson Terrace and Tri-Court. Interior upgrades were completed in 12 scattered site locations during a first phase of unit upgrades to single family units in the portfolio.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

In 2017 SHA's Community Builders supported residents interested in becoming involved in management, working with residents to form and sustain elected resident councils and issue-specific work groups to collaborate with management on issues of common interest. In addition, SHA organized and supported representatives from public housing communities to serve on the Joint Policy Advisory Committee and Seattle Senior Housing Program Advisory Council, with which SHA regularly consults on major policy issues. Residents were also involved in planning for the use of HUD's Resident Participation Funds.

Seattle Housing Authority also launched a new Aging in Place Volunteer Initiative to bring activities and educational opportunities to senior communities and to recruit resident volunteers to lead these endeavors. The purpose of the initiative is to keep residents active and engaged and to help them to live independently longer. In 2017 a total of 14 residents and 10 community volunteers brought classes, activities, and presentations to 20 senior communities ranging from mindful meditation to American Sign Language to water color classes.

SHA also supported participants to become homeowners through the Family Self Sufficiency program, including connections to resources such as Habitat for Humanity and Homesight. Family Self Sufficiency participants took a 5-hour homeownership class, worked on building and improving their credit, and established personal savings accounts.

Actions taken to provide assistance to troubled PHAs

Not applicable

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

In 2017, the City continued implementation of the Housing Affordability and Livability Agenda (HALA)—an advisory committee report with 65 recommendations to increase the affordability and availability of housing in Seattle. A key focus of the City's effort was passage of Mandatory Housing Affordability (MHA) - land use policies that will make affordable housing requirements mandatory for nearly all multifamily residential and commercial development in Seattle. MHA requires new development to include affordable homes or contribute to a City fund for affordable housing. In order to put MHA in effect in an area, using a State-approved approach, the City must make zoning changes that add development capacity and expand housing choices. By adding development capacity MHA will also increase the supply of market rate housing in high-opportunity areas of the City, in order to help address the housing shortage.

From 2015 to 2017, City Council adopted legislation establishing MHA requirements and rezones in the University District, Downtown, South Lake Union, Chinatown-International District, and along 23rd Ave in the Central Area, and Uptown. In November of 2017, the City released a Final Environmental Impact Statement (FEIS) that analyzed putting MHA into effect throughout the city. The FEIS included a preferred alternative for implementing MHA in multifamily and commercial zones, urban villages, and urban village expansions studied during the Seattle 2035 Comprehensive Plan process. Key features of the preferred alternative include implementing MHA broadly to help meet the City's goal for affordable housing production, locating more housing in areas with high access to opportunity and low risk of displacement, and expanding urban villages to an approximate 10-minute walk from frequent transit. The City Council is reviewing MHA legislation and is conducting an extensive public engagement process, with the vote regarding implementation in remaining areas expected in the fall of 2018.

Other actions were taken to implement HALA recommendations. The City took steps to prioritize surplus City-owned property for affordable housing development and coordinated with regional transit agencies on developing affordable housing at locations with access to transit. The City Council passed reforms to the design review process in 2017 to reduce costs added to new housing and increase effectiveness of community engagement. Legislation was transmitted to City Council to reform parking regulations to reduce additional costs added to new housing due to parking regulations.

For further detail and to view all 65 recommendations covering a broad set of topics related to affordable housing, see website at <http://www.seattle.gov/hala> .

In addition, the City and Seattle Housing Authority completed extensive development work on their Assessment of Fair Housing, in response to HUD's new Affirmatively Furthering Fair Housing rule due to

be submitted in May 2017 and accepted in July 2017.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

See CR - 20, 25, and 30 earlier in this report.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The City recognizes the need to decrease the level of lead-based paint hazards in residential units improved with City or federal funds. Contractors/workers doing repair or weatherization through one of OH's programs are required to utilize lead-safe work practices. Contractors who perform work for the home repair program are required to complete lead-safe training. The City's primary contractors for weatherization work have pollution occurrence insurance and each contractor's field employees must possess lead-safe renovator certification. OH's property rehabilitation specialists, who specify and subsequently inspect all weatherization work, are all certified in lead-safe work practices. OH owns an X-ray fluorescence spectrum analyzer in order to accurately determine the presence of lead-based paint in buildings receiving OH HomeWise Program (weatherization) services. This equipment allows the identification of lead-based paint whenever it is present in a home. All OH HomeWise Program clients are provided information regarding lead poisoning prevention.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

- Besides on-going programs which help stabilize and create mobility for qualifying households such as child-care subsidies, youth training programs, and homelessness job retraining programs like Seattle Conservation Corp; the City took major steps in 2017 to help households rise above the poverty level. These include:

RRIO: The Rental Registration and Inspection Ordinance focuses on rental housing units' compliance with safety and basic maintenance requirements. The program educates property owners, managers, and renters about their rights and responsibilities, and through a comprehensive inspection process, helps make sure that rental properties meet City housing code. Inspectors use the RRIO Checklist, a set of plain-language requirements developed in consultation with rental property owners, renters, and other community members.

Sustainable Incomes: Seattle's history of legislation in support of stable and sustainable incomes in the community includes the passage of Seattle Paid Sick and Safe Time Ordinance in 2012 and implementing the Minimum Wage Ordinance which took effect on April 1, 2015. The Secure Scheduling requirements for hourly workers in large food and retail businesses to require predictable work schedules passed in 2017. Paid Parental Leave for City employees, many of whom would otherwise qualify as working poor. The intent of C.B. 118356 is to provide critical bonding time for employees of the City to have with their children. This legislation also serves to address gender pay equity initiatives within the City by prioritizing paid parental leave for both women and men, which shifts the perception that women

should be the main child-care provider both in the home and at work.

Job Training: Via the Office of Economic Development, the City's General Funds support over \$2.6 million in contracts with nonprofit service providers for programs targeted to low-income, low-skill youth and adults to gain the training they need to join the workforce. OED staff also work with local industries facing worker shortages and with the Community College District to develop worker training certifications aligned with their workforce needs. OED contracts with small business owners include a condition which requires our contract partners to engage and serve with at least 20 percent WMBEs (women/minority-owned business enterprises) to ensure investment in businesses owned by more vulnerable populations. OED's Language Line account makes OED staff and services more accessible by providing over-the-phone translation services available in over 200 languages.

HSD direct-service affordability programs:

- The Utility Discount Program (UDP) offers eligible LI customers a 60% discount on their Seattle City Light bill and a 50% discount on their Seattle Public Utilities bills.
- Vehicle License Fee Rebate. In 2014, voters in the City of Seattle approved a car tab increase to pay for improved transit service. Car tabs, also known as Vehicle License Fees, increased to \$80 per vehicle on June 1, 2015. However, via the \$20 Car Tab Rebate program, income qualified vehicle owners with a car registered in Seattle are eligible to receive a \$20 rebate check.

Equitable Development Fund: the City's Equitable Development Implementation (EDI) fund fosters community leadership and supports organizations to promote equitable access to housing, jobs, education, parks, cultural expression, healthy food and other community needs and amenities. In 2017, the EDI fund released approved \$6.5 million for five projects:

- Multicultural Community Center
- Rainier Beach Innovation District
- Southeast Economic Opportunity Center
- William Grose Center for Cultural Innovation
- Little Saigon Landmark Project

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The Federal Grants Management Unit, responsible for development of the CAPER, Consolidated Plan, and Annual Action Plan reports, is housed in the Human Services Department of the City of Seattle. While ESG, HOPWA, and public services CDBG funds are retained within the Human Services Department, other CDBG funds are allocated to the Office of Housing, Office of Economic Development, Parks Department, and Office of Immigrant and Refugee Affairs. Extensive technical assistance work, especially on an activity by activity basis, is done across department lines by CDBG Administration staff to ensure program and reporting compliance.

Work continued in 2017 on the Policies and Procedure Manual for the Federal Grants Management Unit (formally known as the CDBG Administration unit). These revisions continue to consolidate in one document vital policies guiding the program.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

City of Seattle and SHA have engaged extensively with both private market housing developers and landlords to increase the availability of affordable housing in Seattle, as well as partnering with health, education, and homeless social service systems and nonprofit partners to improve supports for SHA participants.

Signed an MOA agreeing to develop and submit a joint Assessment of Fair Housing in 2017. A technical workgroup with multiple members of both agencies worked together in 2016 to publish a draft in early 2017. The City of Seattle also continued policy development for the renewed Seattle Housing Levy, including developing policy for levy implementation.

The Yesler Terrace Redevelopment project began in 2006 and continues through 2017. The critical upgrade and infrastructure, business, mixed use and housing improvements going into this project will ultimately benefit many of the 1,200 current residents. It will include 1,800 affordable homes for low and moderate-income residents, 65,000 square feet for neighborhood services, and multiple parks and space for community gardening.

Support youth and educational achievement with multiple contracts and lease space for service providers that provide services such as tutoring. SHA and Seattle Public Schools continue to partner to boost academic outcomes for the 5,000+ students living in SHA-subsidized housing, beginning with raising attendance. This partnership is sustaining successful efforts and implementing innovative approaches that improve attendance through three key levers: family engagement, community supports, and systems level changes.

Work with Seattle's Aging and Disability Services to provide support to older residents, extending their ability to remain in their units.

Committed project-based vouchers to the King County Combined Funders allocation and the Home from School initiative, which provided affordable housing to homeless families with children at Bailey Gatzert Elementary

School in the Yesler neighborhood. This pilot program, developed in partnership with the school system and the City, benefits both families and the school as a whole in decreasing interruptions to students' education.

Continue to engage in regional and agency-level work around the intersection of health and housing;

developing strategies to leverage SHA's role as a housing organization (with scale, geographic proximity, on-site relationships, and community spaces) to improve the health and stability of its participants. Projects support the broader King County Accountable Communities of Health, a regional cross-sector, systems-level partnership focused on improving the health and well-being of King County residents.

Continue to partner with Public Health, Seattle-King County on two Robert Wood Johnson Foundation grants: One accessing data regarding Medicaid claims of SHA participants to better understand health needs and discrepancies between SHA populations and the Medicaid population as a whole; a second studying Yesler Terrace to evaluate the health impacts of community redevelopment strategies on residents' health and well-being.

Funded \$1.2 million in direct health-related programming through contracted services with providers such as Aging and Disability Services, Full Life Care, Neighborcare Health, and Neighborhood House to enhance care coordination as well as nursing, crisis intervention, and social wellbeing programming. In November of 2017, SHA approved a Health Charter including an agency-staffed workgroup and staff to forward our vision and partnerships around health. Through this team, SHA is developing an overarching long-term vision for health that encompasses all participants while also identifying short-term opportunities for SHA to test new strategies, refine its partnerships, and leverage new Medicaid Transformation and King County VSHS Levy funds.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The Seattle Office of Civil Rights (OCR) conducts education and outreach through quarterly fair housing workshops for real estate professionals and housing providers and Civil Rights 101 workshops for renters, social service providers and the public. Workshops are free and language assistance and accommodations for people with disabilities are provided. We also provide grants to the Tenants Union of WA, Solid Ground, Urban League of Metropolitan Seattle, and other organizations to include fair housing training to their members and clients.

OCR conducted fair housing campaigns in 2017 including bus and radio ads as well as ads on social media that provided education on the amended Alternative Sources of Income legislation, with the additions of First-In-Time and Preferred Employer Programs. OCR also held four specific trainings for source of income and 12 additional Fair Housing trainings that included source income.

OCR investigate complaints of discrimination in housing but does not rely solely on individuals to come forward. OCR carries out strategic enforcement via OCR housing testing based on familial status, disability, race, national origin, age, use of a federal Section 8 voucher, and the use of criminal records under disparate impact analysis. OCR completed a total of 198 housing testing and 56 in person tests. OCR is in the process of compiling 2017 housing testing data and will likely finalize a report by the end of April 2018.

In August 2017, Seattle City Council unanimously passed fair chance housing legislation. The law prohibits landlords from unfairly denying applicants housing based on criminal history. It also prohibits the use of advertising language that automatically or categorically excludes people with arrest records, convictions, or criminal history. If there is a legitimate business reason, landlords are permitted to take an adverse action against someone listed on a local, statewide, or national sex offender registry. Prior to Fair Chance Housing going into effect in February 2018, OCR performed over four specific trainings around the use of criminal records in housing, and 11 additional Fair Housing trainings that included the use of criminal records.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Monitoring starts with accurate and adequate documentation of service levels, participant characteristics, specific actions taken to assist participants, service outcomes, project accomplishments, contractor progress payments, and expenditure records. All subrecipient agencies are required to develop and maintain this documentation under the terms of their respective funding agreements. City departments implementing CDBG-funded programs utilize the following documents and means to ensure compliance with documentation requirements:

- Status Reports that are submitted with each invoice
- Narrative Reports
- Mid-Year Progress and Year End Reports
- On-Site Monitoring/Assessment of each agency, depending on nature of activity, some are completed on an ongoing basis, on an annual basis and/or on a 2 to 3-year cycle. On-site monitoring involves verification of reports that have been submitted, a review of organizational fiscal practices, and compliance with contract terms, which routinely include non-discrimination and affirmative marketing clauses.
- On-going monitoring of agency throughout the year associated with the submittal of detailed invoice documentation
- Depending on the program, compliance/eligibility is accomplished through the loan qualification process, including on-site physical inspections and tenant file reviews, in-progress inspections as needed and final inspections are completed before issuing final payment to a contractor
- Whenever an urgent issue is identified, a site visit is scheduled by the Project Manager/Specialist and a singular review is done addressing a specific compliance issue or a more in-depth agency review is done on a case-by-case basis, as needed
- Labor Standards monitoring is conducted when necessary on qualifying projects. Our Labor Standards monitor conducts preconstruction meetings, on-site interviews with workers, and reviews weekly certified payrolls. Enforcement of Davis-Bacon wages and related requirements are enforced by the withholding of retainage from contractors.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The draft CAPER is made available for public review and comment during the month of March. Comments are solicited and due prior to March 30 to ensure they can be included where appropriate into the submitted CAPER. No comments were received.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

No changes in the jurisdiction's program objectives were made during this program year.

SouthEast Effective Development is scheduled to commence construction of Rainier Court IV in May 2018 with a completion date of September 2019. Upon completion, the project will include 81 affordable housing rental units (41 of which will be affordable at 50% area median income and 40 of which will be affordable at 60% area median income). The project lease-up is anticipated to be completed by January 2020.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

Please see attachment with full table of rental housing program activities.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

Seattle's Office of Housing includes a nondiscrimination and affirmative marketing clause in the HOME Agreements executed with Borrowers. This clause states: "Borrower shall comply with all federal and state laws and regulations prohibiting discrimination in housing, including without limitation the Fair Housing Amendments Act of 1988 and the regulations thereunder, as the same may be amended from time to time. Borrower shall comply with the requirements of Seattle Municipal Code Chapter 14.08 and with the following affirmative marketing requirements for advertisement and rental of Units in the Property:

- (1) Borrower shall include a description of affirmative marketing efforts in its Management Plan.
- (2) Borrower shall maintain records documenting affirmative marketing efforts and shall report annually to City on such efforts and their results.
- (3) Notices or signs advertising the availability of vacant Units shall include the Equal Housing Opportunity logo.
- (4) Borrower shall take actions to provide information and otherwise attract eligible persons from all racial, ethnic and gender groups in the housing market area of the Property. Such actions shall include special outreach to inform and solicit applications from persons who are otherwise unlikely to apply for housing in the Property, according to procedures promulgated by the City from time to time pursuant to 24 CFR Section 92.351."

Our annual project monitoring evaluates performance in this area in accordance with the HOME Agreement, as well as the Seattle Housing Levy Administrative and Financial Plan Housing Funding Policies. The A&F Plan policy for affirmative marketing compliance and performance evaluation assesses the following: "The housing is affirmatively marketed, including advertisements in OH-identified listing sites that reach the general population and underserved groups; the population is diverse; and the borrower can demonstrate nondiscriminatory treatment for all applicants and occupants, consistent with federal, state, and local fair housing laws and regulations." To demonstrate compliance, borrowers are required to submit marketing materials or a statement explaining the

project's approach to affirmative marketing, as well as documentation of any fair housing complaints and dispositions (if any) to the Seattle Office of Housing each year.

The Race/Ethnicity composition of households served in our multifamily rental housing program is assessed on an annual basis. We are pleased to see that minority groups and communities of color served by the program generally reflect demographics of Low-Income renters of the city or exceed them. Results consistently demonstrate that households served in the rental housing program is comparable to, or exceed, the Race/Ethnicity of Seattle's Low-Income renter population, based on CHAS American Community Survey 5-year average data. Black/African American households comprise 12% of Seattle's Low-Income renter households but represent 29% of households served in the OH rental housing program. Non-white, non-Hispanic households make up 60% of Seattle's total Low-Income renter households but make up only 43% of households served.

The Seattle Office of Housing continues to engage external stakeholders around our Affirmative Marketing Policy, to ascertain ways it can be strengthened.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

During this Program Year the City of Seattle expended over \$488,000 in HOME Program Income toward the development of 22 new affordable rental housing units in two developments. The Interbay Supportive Housing includes 11 HOME assisted efficiency/studio units occupied by households of 0-30% AMI. The Jackson Workforce includes 4 efficiency/studio units, 4 one-bedroom units and 3 two-bedroom units occupied by households of 30-50% AMI.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

Through Seattle's housing initiatives, over the course of 30 years, the City has established a solid foundation of housing resources used by thousands of households. With each year's newly funded units, the Office of Housing's portfolio grows, meaning even more housing in Seattle remains affordable to low- and modest-income families and individuals. Our office's Asset Management specialists work with housing providers to keep these buildings financially viable and in good condition from year to year.

In 2017, we continued implementing housing programs funded by our local Housing Levy, passed again by Seattle voters by over a 70% margin in August 2016. This is the sixth ballot measure since 1981 that Seattle voters have approved for low-income housing. The Seattle Housing Levy provides \$290 million for affordable housing for seven years (2017-2023). The largest levy component allocates \$201 million for low-income rental production and preservation. Our portfolio dates back 3 decades, with some of the older properties needing recapitalization. Part of our accountability to voters and to supporters of the Housing Levy is that our affordable housing portfolio be maintained in good condition and continue

to serve its intended population.

The Seattle Office of Housing enjoyed another successful year administering the first year of the 2016 Housing Levy. With the completion of 3 affordable housing rental projects, the Office of Housing added 228 units to the portfolio (225 of which are income and rent-restricted; 3 are unrestricted for live-in staff). In total, the Office of Housing's rental housing portfolio in operations as of 12/31/16 (projects submitting reports on 6/30/17 for CY2016 operations) was 13,733 units (12,709 City-funded). With long term affordability secured with these units, the Office of Housing will ensure that there is housing opportunity in Seattle for households at all income levels.

The Asset Management unit within the Office of Housing had another busy year with physical inspections of 95 properties (about one third of our portfolio) and the review of annual reports of 289 projects. This nuts and bolts review process is labor intensive for the staff of the Asset Management unit, but it is vital that the Office of Housing keep a watchful eye on the portfolio to ensure that we continue our financial fiduciary responsibility to the tax payers of the City of Seattle.

CR-55 - HOPWA 91.520(e)

Identify the number of individuals assisted and the types of assistance provided

Table for report on the one-year goals for the number of households provided housing through the use of HOPWA activities for: short-term rent, mortgage, and utility assistance payments to prevent homelessness of the individual or family; tenant-based rental assistance; and units provided in housing facilities developed, leased, or operated with HOPWA funds.

Number of Households Served Through:	One-year Goal	Actual
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	98	70
Tenant-based rental assistance	58	60
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	126	130
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0	0
Total	282	260

Table 14 – HOPWA Number of Households Served

Narrative

See separate HOPWA CAPER attachment

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

ESG Supplement to the CAPER in *e-snaps*

For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	SEATTLE
Organizational DUNS Number	612695425
EIN/TIN Number	916001275
Identify the Field Office	SEATTLE
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Seattle/King County CoC

ESG Contact Name

Prefix	Ms
First Name	Jennifer
Middle Name	0
Last Name	Yost
Suffix	0
Title	Manager, Federal Grants

ESG Contact Address

Street Address 1	P. O. Box 34215
Street Address 2	0
City	Seattle
State	WA
ZIP Code	98124-4215
Phone Number	2066151717
Extension	0
Fax Number	0
Email Address	jennifer.yost@seattle.gov

ESG Secondary Contact

Prefix
First Name
Last Name
Suffix
Title
Phone Number
Extension
Email Address

2. Reporting Period—All Recipients Complete

Program Year Start Date	01/01/2017
Program Year End Date	12/31/2017

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

Subrecipient or Contractor Name: SEATTLE

City: Seattle

State: WA

Zip Code: 98104, 1850

DUNS Number: 612695425

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Unit of Government

ESG Subgrant or Contract Award Amount: 808890

CR-65 - Persons Assisted

4. Persons Served

4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 16 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 17 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 18 – Shelter Information

4d. Street Outreach

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 19 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 20 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	
Female	
Transgender	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 21 – Gender Information

6. Age—Complete for All Activities

	Total
Under 18	
18-24	
25 and over	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 22 – Age Information

7. Special Populations Served—Complete for All Activities

Number of Persons in Households				
Subpopulation	Total	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans				
Victims of Domestic Violence				
Elderly				
HIV/AIDS				
Chronically Homeless				
Persons with Disabilities:				
Severely Mentally Ill				
Chronic Substance Abuse				
Other Disability				
Total (unduplicated if possible)				

Table 23 – Special Population Served

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	71,540
Total Number of bed-nights provided	72,893
Capacity Utilization	102%

Table 24 – Shelter Capacity

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

The CoC performance standard for utilization of emergency shelter is a minimum utilization rate of 85% for single adults/families and 90% for youth/young adults, and a target utilization rate of 95% for all populations. ESG funded one overnight shelter, operating 196 beds. Utilization during 2017 was at 101.89%, which exceeds the systems performance target of 95%.

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Prevention under Emergency Shelter Grants Program			
Subtotal Homelessness Prevention	0	0	0

Table 25 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Expenditures for Rental Assistance			
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance			
Expenditures for Housing Relocation & Stabilization Services - Services			
Expenditures for Homeless Assistance under Emergency Shelter Grants Program			
Subtotal Rapid Re-Housing	0	0	0

Table 26 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Essential Services			
Operations			
Renovation			
Major Rehab			
Conversion			
Subtotal	0	0	0

Table 27 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2015	2016	2017
Street Outreach			
HMIS			
Administration			

Table 28 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2015	2016	2017
0	0	0	0

Table 29 - Total ESG Funds Expended

11f. Match Source

	2015	2016	2017
Other Non-ESG HUD Funds			
Other Federal Funds			
State Government			
Local Government			
Private Funds			
Other			
Fees			
Program Income			
Total Match Amount	0	0	0

Table 30 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2015	2016	2017

Table 31 - Total Amount of Funds Expended on ESG Activities

Attachment: 2017 King/Snohomish HOPWA CAPER



Housing Opportunities for Persons With AIDS (HOPWA) Program

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

OMB Number 2506-0133 (Expiration Date: 01/31/2021)

The CAPER report for HOPWA formula grantees provides annual information on program accomplishments that supports program evaluation and the ability to measure program beneficiary outcomes as related to: maintain housing stability; prevent homelessness; and improve access to care and support. This information is also covered under the Consolidated Plan Management Process (CPMP) report and includes Narrative Responses and Performance Charts required under the Consolidated Planning regulations. Reporting is required for all HOPWA formula grantees. The public reporting burden for the collection of information is estimated to average 41 hours per manual response, or less if an automated data collection and retrieval system is in use, along with 60 hours for record keeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. 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.

Previous editions are obsolete

form HUD-40110-D (Expiration Date: 01/31/2021)

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 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 demonstrating coordination with other Consolidated Plan resources. HUD uses the CAPER data to obtain essential information on grant activities, project sponsors, housing sites, units and households, and beneficiaries (which includes racial and ethnic data on program participants). The Consolidated Plan Management Process tool (CPMP) provides an optional tool to integrate the reporting of HOPWA specific activities with other planning and reporting on Consolidated Plan activities.

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- B. Facility-Based Housing Assistance

Continued Use Periods. Grantees that used HOPWA funding for new construction, acquisition, or substantial rehabilitation of a building or structure are required to operate the building or structure 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 Report of Continued Project Operation throughout the required use periods. This report is included in Part 6 in CAPER. The required use period is three (3) years if the rehabilitation is non-substantial.

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.

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 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, Housing Status or Destination at the end of the operating year, Physical Disability, Developmental Disability, Chronic Health Condition, Mental Health, Substance Abuse, Domestic Violence, Medical Assistance, and T-cell Count. Other HOPWA projects sponsors may also benefit from collecting these data elements. HMIS local data systems must maintain client confidentiality by using a closed system in which medical information and HIV status are only shared with providers that have a direct involvement in the client's case management, treatment and care, in line with the signed release of information from the client.

Operating Year. HOPWA formula grants are annually awarded for a three-year period of performance with three operating years. The information contained in this CAPER must represent a one-year period of HOPWA program operation that coincides with the grantee's program year; this is the operating year. More than one HOPWA formula grant awarded to the same grantee may be used during an operating year and the CAPER must capture all formula grant funding used during the operating year. Project sponsor accomplishment information must also coincide with the operating year this CAPER covers. Any change to the period of performance requires the approval of HUD by amendment, such as an extension for an additional operating year.

Final Assembly of Report. After the entire report is assembled, 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 7248, U.S. Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, D.C., 20410.

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.

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 are 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 criteria described in 2 CFR 200. 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 24 CFR 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 at 24 CFR 200.307.

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

Project Sponsor Organizations: Per HOPWA regulations at 24 CFR 574.3, 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.

SAM: All organizations applying for a Federal award must have a valid registration active at sam.gov. SAM (System for Award Management) registration includes maintaining current information and providing a valid DUNS number.

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.

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: 01/31/2021)

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 24 CFR 574.3.

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 WAH17F001		Operating Year for this report From (mm/dd/yy) 01/01/2017 To (mm/dd/yy) 12/31/2017	
Grantee Name City of Seattle, Human Services Department			
Business Address	700 5th Ave Ste 5800		
City, County, State, Zip	Seattle	King	WA 98104-5017
Employer Identification Number (EIN) or Tax Identification Number (TIN)	91-6001275		
DUN & Bradstreet Number (DUNs):	790597814	System for Award Management (SAM): Is the grantee's SAM status currently active? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide SAM Number: 4NGK9	
Congressional District of Grantee's Business Address	WA-007		
* Congressional District of Primary Service Area(s)	WA-007 WA-002		
* City(ies) and County(ies) of Primary Service Area(s)	Cities: Seattle Everett	Counties: King Snohomish	
Organization's Website Address http://www.seattle.gov/humanservices/	Is there a waiting list(s) for HOPWA Housing Subsidy Assistance Services in the Grantee Service Area? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section what services maintain a waiting list and how this list is administered.		

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

2. Project Sponsor Information

Please complete Chart 2 for each organization designated or selected to serve as a project sponsor, as defined by 24 CFR 574.3. Use this section to report on organizations involved in the direct delivery of services for client households.

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

Project Sponsor Agency Name		Parent Company Name, if applicable		
Catholic Community Services of Western Washington		N/A		
Name and Title of Contact at Project Sponsor Agency		Troy Wall, Housing Manager		
Email Address		TroyW@ccsww.org		
Business Address		1918 Everett Avenue		
City, County, State, Zip,	Everett	Shomish	WA	98201-3607
Phone Number (with area code)	(425) 374-6344			
Employer Identification Number (EIN) or Tax Identification Number (TIN)	91-1585652	Fax Number (with area code) 425-257-2120		
DUN & Bradstreet Number (DUNS):	799006341			
Congressional District of Project Sponsor's Business Address	WA-002			
Congressional District(s) of Primary Service Area(s)	WA-002 WA-001			
City(ies) and County(ies) of Primary Service Area(s)	Cities: Everett Counties: Shomish			
Total HOPWA contract amount for this Organization for the operating year	\$345,457.10			
Organization's Website Address	www.ccsww.org			

Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Does your organization maintain a waiting list? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Please check if yes and a faith-based organization. <input checked="" type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>	If yes, explain in the narrative section how this list is administered.

Project Sponsor Agency Name		Parent Company Name, if applicable		
Downtown Emergency Service Center		N/A		
Name and Title of Contact at Project Sponsor Agency		Dan Burton, Sr. Admin Manager, Housing		
Email Address		dburton@desc.org		
Business Address		515 3rd Avenue		
City, County, State, Zip,	Seattle	King	WA	98104-2304
Phone Number (with area code)	206-515-1521			
Employer Identification Number (EIN) or Tax Identification Number (TIN)	91-1275815	Fax Number (with area code) 206-624-4196		
DUN & Bradstreet Number (DUNS):	165580226			
Congressional District of Project Sponsor's Business Address	WA-007			
Congressional District(s) of Primary Service Area(s)	WA-007			

City(ies) and County(ies) of Primary Service Area(s) Cities: Seattle

Counties: King

Total HOPWA contract amount for this Organization for the operating year \$210,374.04

Organization's Website Address <http://desc.org/>

Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>	If yes, explain in the narrative section how this list is administered.

Project Sponsor Agency Name Harborview Medical Center		Parent Company Name, if applicable University of Washington	
Name and Title of Contact at Project Sponsor Agency Jennifer Magnani			
Email Address jmagnani@uw.edu			
Business Address Box 359760, 325 9th Avenue			
City, County, State, Zip, Phone Number (with area code)	Seattle (206) 744-5159	King WA 98104	
Employer Identification Number (EIN) or Tax Identification Number (TIN) 91-1631806		Fax Number (with area code) (206) 744-8652	
DUN & Bradstreet Number (DUNS): 136578817			
Congressional District of Project Sponsor's Business Address WA-09			
Congressional District(s) of Primary Service Area(s) WA-01, WA-07, WA-08, and WA-09			
City(ies) and County(ies) of Primary Service Area(s) Cities: Seattle Counties: King			
Total HOPWA contract amount for this Organization for the operating year \$46,539.64			
Organization's Website Address http://depts.washington.edu/medclin/			
Is the sponsor a nonprofit organization? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		If yes, explain in the narrative section how this list is administered.	

Project Sponsor Agency Name Lifelong AIDS Alliance		Parent Company Name, if applicable N/A	
Name and Title of Contact at Project Sponsor Agency Laura Jones, Housing Manager			
Email Address lauraj@lifelong.org			
Business Address 210 S. Lucile Street			
City, County, State, Zip, Phone Number (with area code)	Seattle 206-957-1762	King WA 98108-2432	
Employer Identification Number (EIN) or Tax Identification Number (TIN) 91-1275815		Fax Number (with area code) 206-860-6326	
DUN & Bradstreet Number (DUNS): 190494849			

Congressional District of Project Sponsor's Business Address WA-007

Congressional District(s) of Primary Service Area(s)	WA-007 WA-008 WA-009 WA-001 WA-002
City(ies) and County(ies) of Primary Service Area(s)	Cities: Seattle Counties: King
Total HOPWA contract amount for this Organization for the operating year	\$1,182,011.43
Organization's Website Address	http://lifelongaidsalliance.org

Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Does your organization maintain a waiting list? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>	If yes, explain in the narrative section how this list is administered.

Project Sponsor Agency Name Sound Mental Health		Parent Company Name, if applicable N/A	
Name and Title of Contact at Project Sponsor Agency Email Address Business Address		Annemaria Gueco, Program Manager-Supportive Housing annemariad@smh.org 1600 East Olive Street	
City, County, State, Zip,	Seattle	King	WA 98122-2735
Phone Number (with area code)	206-302-2716		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	910818971	Fax Number (with area code) 206-324-9433	
DUN & Bradstreet Number (DUNs):	078201399		
Congressional District of Project Sponsor's Business Address	WA-007		
Congressional District(s) of Primary Service Area(s)	WA-009		
City(ies) and County(ies) of Primary Service Area(s)	Cities: Seattle	Counties: King	
Total HOPWA contract amount for this Organization for the operating year	\$31,547.39		
Organization's Website Address	http://www.smh.org		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		If yes, explain in the narrative section how this list is administered.	

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.

City of Seattle Human Services Department - King County & Snohomish County, WA

The City of Seattle Human Services Department (HSD) is the regional grantee and coordinator of the federally funded Housing Opportunities for Persons with AIDS (HOPWA) Program. In 2017, HSD allocated approximately \$1.8 million for the service area consisting of King County and Snohomish County.

The HOPWA program is an integral part of our HIV/AIDS system of care. HOPWA provides funding for a coordinated continuum of HIV-dedicated housing units designed to place and support people living with HIV and AIDS into the most appropriate housing possible, based on assessment of individual needs. The range of housing options in 2017 included permanent housing in supported and independent units, permanent supportive housing programs, rapid rehousing, and homelessness prevention through Short Term Rent, Mortgage, and Utility Assistance (STRMU).

Funded activities included: tenant based rental assistance for units in the private rental market, project based rental assistance for set-aside units in nonprofit housing developments, facility operating costs, case management, resource identification, housing information and placement, and prevention assistance.

2017 HOPWA Project Sponsors and Overview:

As mentioned in more detail in the System Coordination section, HOPWA and Ryan White issued a combined Request for Applications in 2016 for 2017 contracts. This strengthened HOPWA capacity to fund additional permanent housing, as we shifted from HOPWA to Ryan White funds to support transitional housing and housing stability services. This also resulted in focusing HOPWA funding in four agencies rather than five as in previous years. Investments were allocated to Lifelong AIDS Alliance (Lifelong), Downtown Emergency Service Center (DESC), Harborview Medical Center, and Catholic Community Services of Western Washington (CCS).

These local providers expended approximately \$1.37 million in HOPWA grants and provided housing assistance to 504 households. This included 348 eligible households who received HOPWA housing subsidy assistance. Eligibility for HOPWA housing subsidy assistance includes people living with HIV/AIDS and their families who have household incomes at or below 50% of area median income (not exceeding 80% of area median income for STRMU assistance).

- In King County, Lifelong is the centralized housing intake and referral agency and provides information, assessment, and placement for people who are in need of independent and supportive housing as well as homelessness prevention services. The agency maintains a waiting list for both short term and long term housing assistance. HOPWA provided funding for tenant based and project based rental assistance, STRMU, and permanent housing placement. Low income people with HIV who qualify for permanent supportive housing through a vulnerability assessment are housed through coordinated entry for single adults.
- In Snohomish County, CCS provides a range of housing assistance and supportive services to PLWHA in Snohomish County and maintains a waiting list for both short term and long term housing assistance. HOPWA provides funding for tenant based and project based rental assistance, STRMU, and permanent housing placement.
- DESC operates the Lyon Building, a permanent supportive housing program. The Lyon Building provides a range of on-site supportive and housing stabilization services specifically for residents living with mental health and/or chemical dependency issues. HOPWA provides funding for operating costs in set-aside units.
- Madison Clinic at Harborview Medical Center (the largest medical case management program in King County) ran the Housing Navigator program, launched in May of 2015 and continued through 2017. The navigator position was made available to all medical case management clients who were homeless and unstably housed but focused on housing resources for people of color. Many clients have multiple barriers to accessing and retaining housing, and the

navigator position was able to locate alternative housing resources and successfully negotiate with landlords for housing placement for people traditionally screened out of housing. HOPWA partially funded the navigator position for the Housing Information and the Resource Identification activities and Ryan White funded the remaining position.

System Coordination, Planning and Policy Development:

Several 2017 initiatives involved HOPWA in system coordination and planning:

- King County's Coordinated Entry for All (CEA) includes single adults. HOPWA-funded permanent supportive housing (PSH) is in the countywide mix of permanent supportive housing. This means that low income people with HIV now access this housing resource through CEA rather than Lifelong, and the inventory of housing available to people with HIV is also expanded to include other permanent supportive housing developments.
- All clients needing housing assistance are assessed for a vulnerability score through a tool call the VI-SPDAT. Scores are in "bands" and clients can be matched with the most appropriate housing resource based on their score and band.
- Lifelong restructured its Housing Department and waitlist policies based on a thorough analysis and assessment of their programs from initial referral to placement. That information was used to maximize alignment and collaboration with CEA, housing providers and housing opportunities, and clearly define staff roles and responsibilities. With the implementation of the new system, all clients were quickly banded and active in CEA or placed on Lifelong's waitlist. As of the end of the year, all but 10 clients had been housed from a former waitlist of upwards of 200 people.
- The combined HOPWA and Ryan White Part A Request for Applications for Housing and Stability Services for People with HIV/AIDS was designed to support the direct connection between homelessness prevention and housing stability and access to and retention in medical care and viral suppression. Ryan White funds were allocated to services and case management which freed additional HOPWA funds for rental assistance: about \$530,000 for project based and tenant based rental assistance and \$80,000 for STRMU. Contracts began in March 1, 2017.
- The Housing and Services Stakeholder group met bimonthly in 2017 and began the work of assessing barriers and gaps in the continuum, understanding homelessness among people with HIV, and discussing racial disparity.
- HOPWA staff is a member of the Seattle TGA HIV Planning Council Meeting and regularly attends meeting and participates in discussions about housing and services needs and funding coordination with the Ryan White program.
- HSD is working to align its HOPWA resources with Pathways Home, Seattle's person-centered systemic response to homelessness.

HOPWA Grantee – City of Seattle Human Services Department Contacts:
Jennifer Yost, Federal Grants Manager, Homeless Strategy & Investment Division
Genie Sheth and Amy Brickley, Senior Grants and Contracts Specialists
Kim von Henkle, Planning and Development Specialist

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 operating year among different categories of housing and geographic areas to address needs throughout the grant service area, consistent with approved plans.

Distribution of Funding by Type of Program Services:

HOPWA funding was distributed to Seattle/King County project sponsors based on funding awards made through a competitive process in 2016. Program expenditures in 2017 were \$1,408,332.86, including program administration. The details for funding outcomes are included in Part 3, Chart 1: Accomplishment Data – Planned and Actual Outputs.

Housing Assistance	
36% Tenant Based Rental Assistance	
46% Permanent Housing (operating & leased units)	\$1,176,751.36
0% Transitional Housing (operating & leased units)	
11% Short-Term Rent Mortgage Utility Assistance	
7% Permanent Housing Placement	
Housing Development (Capital Rehabilitation)	\$0.00
Supportive Services & Housing Information Services	\$75,918.23
Resource Identification	\$27,749.24
Administration (Grantee and Project Sponsor Activities)	\$127,914.03

Geographic Distribution of Funding:

HOPWA funds are distributed to agencies to provide services in King County and Snohomish County. Approximately 20% of the annual HOPWA award is allocated to programs in Snohomish County. The funding level is based on the number of HIV/AIDS cases in Snohomish as a proportion of the two-county area.

Number of Households/Housing Units Receiving Assistance:

The total output for all HOPWA programs in 2017 was 504 households, including 348 households that received housing subsidy assistance. These subsidies included short-term rent, mortgage, utility assistance payment, tenant based rental subsidies or assistance in a HOPWA-subsidized permanent housing unit (operating subsidy/leased unit), and permanent housing placement.

Summary Overview of Individuals and Families Receiving HOPWA Rental Assistance:

The HOPWA program is providing rental assistance and support to extremely low-income households, many of whom have histories of homelessness.

- The majority of the households who received housing subsidies in 2017 had extremely low incomes. About 93% percent had incomes that were less than 30% of the area median income.
- Homelessness: In 2017, 52 or 30% of the new individuals enrolled into HOPWA housing subsidy assistance had a history of homelessness and reported their prior living arrangement was emergency shelter, a place not meant for human habitation or a transitional or permanent housing setting for formerly homeless persons.
- Agencies reported that 36 individuals were chronically homeless before receiving HOPWA assistance.
- Housing subsidy assistance beneficiaries included 348 individuals with HIV/AIDS and 153 other persons residing with the eligible HOPWA assisted clients. Among the total 501 individual beneficiaries:

Gender: 66.9% of beneficiaries were male; 31.7% beneficiaries were female; and 1.4% beneficiaries were transgender.

Age: The majority of beneficiaries are between 31 and 50 years old for HOPWA eligible individuals and beneficiaries. However, project sponsors report serving a growing number of aging clients who have been living with HIV for a long time and families.

Under 18 years	11.2%
18 to 30 years	9.8%
31 to 50 years	41.5%
51 years and older	37.5%

Race and Ethnicity of individuals with HIV/AIDS:

Race	HOPWA eligible individuals %	King County Cases ** %
White/Caucasian	57.5%	58%
Black/African American	34.8%	19%
American Indian/Alaskan Native	1.4%	1%
Two or More Races	2.3%	5%
Asian	3.4%	4%
Native Hawaiian/Other Pacific Islander	0.6%	<1%
Ethnicity		
Hispanic/Latino	12.1%	13%

** 2017 HIV/AIDS Epidemiology Report

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.

Housing Stability Outcomes:

The HUD target result for HOPWA housing assistance is that at least 80% of HOPWA clients maintain housing stability, avoid homelessness and access care. Overall, our local outcomes demonstrate that 96.4% of households were in stable housing in 2017 (see table in Part 5, summarized from Outcomes reported in Part 4). A total of 242 clients remained stable with a HOPWA program subsidy in 2017.

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.

System Coordination:

One of the most exciting and notable system coordination changes in 2017 was the restructuring of Lifelong's centralized housing intake, referral, and waitlist programs. By fully engaging with King County's Coordinated Entry for All (CEA), all clients coming through the door receive a vulnerability score and are assigned to a "band" of housing need. The highest scoring and most vulnerable clients were being successfully housed through CEA and lower scoring clients through maximizing the additional resources in HIV housing inventory available to Lifelong. As of the end of the year, all but ten people were in process or had pending housing placements.

2017 outcomes reinforced the system rethinking of the previous year. The combined HOPWA and Ryan White Part A funding process resulted in about \$630,000 additional dollars for tenant based rental assistance and STRMU.

Our combined housing and services advisory committee, the Housing and Services Stakeholder group, tackled topics of barriers and gaps in services, PLWH and homelessness, and some discussions of racial disparity. Participants include nonprofit housing providers, housing and medical case managers, homeless programs, funders, and representation from other systems such as Department of Corrections.

Leveraging Resources: In 2017, project sponsors in King and Snohomish Counties leveraged over \$8 million primarily from federal and state government sources such as Ryan White, Housing Choice Voucher Program, Continuum of Care, and other public and private programs.

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

The main technical assistance that was provided in 2017 was through HUD's The HOPWA Institute, which gave direct guidance for program improves and compliances matters.

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.

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

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.

Housing Affordability, Housing Availability, and Fair Market Rents

Housing availability and affordability continue to be significant issues in this region. 2017 Seattle rent increases were among the sharpest in the country at 13.5% and now average more than \$2,000 per month for a 1-bedroom apartment. The average rent for studios is \$1,440. These rents are unaffordable for most, and many people are having to move further away from services in search of affordability. Additionally, there is an insufficient supply of subsidized housing to meet demand and a shortage of Section-8 rental assistance vouchers and other rental subsidy programs. This impacted the ability of our area agencies to work with clients to find apartments that met fair market rents, as required for HOPWA rental assistance, or affordable housing without a subsidy. The additional HOPWA funding for tenant based rental assistance addressed some of the increase in rent for households.

Criminal History

A proportion of low income people with HIV/AIDS in need of housing continue to struggle with barriers to accessing housing such as criminal history. We are hopeful that legislation passed in 2017 will address this barrier, at least for some criminal records.

In August 2017, the City of Seattle passed Fair Chance Housing legislation to help prevent discrimination in housing against renters with a past criminal record. The new ordinance prevents landlords from unfairly denying applicants housing based on criminal history. It also prohibits the use of advertising language that automatically or categorically excludes people with arrest records, conviction records, or criminal history.

Multiple Diagnosis

The Lifelong housing program restructure and participation in Coordinated Entry for All (CEA) has been and will continue to provide better access to appropriate housing resources. As previously discussed, scores from the vulnerability assessment tool and the organization of HIV-dedicated housing by "bands" supports the success of housing placement and stability. People with HIV and multiple diagnoses and high vulnerability scores will be housed through CEA in permanent supportive housing, and those with lower scores will be matched with housing that has case management and other supports on and off site.

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.

Aging

Providers are encountering increasing numbers of people with HIV who are aging and presenting with age-related health and dementia issues. While the system has not done specific planning around supporting the aging population, there will be opportunity to identify strategies in the Housing and Services Stakeholder group.

Racial Equity

We continued to work to increase racially equitable access to housing and services for low income people with HIV/AIDS through the Housing Navigator Pilot. People of color, including immigrants and refugees, may not know about or choose not to access resources through the centralized system due to cultural or other challenges. Madison Clinic at Harborview Hospital offers alternative, culturally relevant access to housing resources. In addition, all of HSD's funding processes, including HOPWA, incorporate racial equity goals that all applicants must address in their proposals.

Crisis of Homelessness

Homelessness is a crisis in King County, which is impacting people living with HIV/AIDS. 11,643 individuals were experiencing homelessness and 47% of the population was unsheltered, living on the street, in parks, encampments, vehicles, or other places not meant for human habitation based on the 2017 Point-in-Time Count in King County. The total homeless with a disclosed HIV/AIDS status in this report was 213, which is assumed to be very low estimate. Snohomish County reported 8 shelter individuals out of 551 during their 2017 Point-in-Time Count.

Here are some approaches being taken by the City of Seattle and our regional Continuum of Care:

- Expanding funding for program approaches that are most effective at exiting people from homelessness such as diversion, rapid re-housing, and permanent supportive housing.
- Prioritizing shelter and housing access for people living unsheltered and people who have the longest histories of homelessness.
- Orienting all aspects of the homeless response system towards exits to permanent housing.
- Working together urgently and boldly to implement meaningful solutions.

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

- 2013-2016 HOPWA Investment Plan
- 2014 Medical Case Manager Interview Project
- HOPWA Contract Year-End Outcomes Data
- King County & Washington State HIV/AIDS Epidemiology Report 2017
- Seattle/King County Point-in-Time Count of Persons Experiencing Homelessness 2017
- Snohomish County Point-in-Time Count Summary 2017

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	\$897,292	Housing Assistance	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Ryan White-Other	\$1,172,687	Supportive Services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Housing Choice Voucher Program	\$906,159	Housing Assistance	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Low Income Housing Tax Credit			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
HOME			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Continuum of Care	\$1,099,901	Housing Assistance Supportive Services	<input checked="" type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Emergency Solutions Grant			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public: WA Department of Health	\$679,593	Supportive Services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: Title 19 Case Management	\$1,773,143	Supportive Services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Private Funding			
Grants	\$4,000	Supportive Services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
In-kind Resources			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private: United Way	\$4,488	Supportive Services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Private: Contributions	\$40,129	Supportive Services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Funding			
Grantee/Project Sponsor (Agency) Cash	\$353,740	Supportive Services	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Resident Rent Payments by Client to Private Landlord	\$1,190,376		
TOTAL (Sum of all Rows)	\$8,121,508		

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)	\$3,985.00
2.	Resident Rent Payments made directly to HOPWA Program	\$0.00
3.	Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)	\$3,985.00

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	\$3,985.00
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	\$0.00
3.	Total Program Income Expended (Sum of Rows 1 and 2)	\$3,985.00

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.

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	58	60			\$707,118.93	\$425,859.71
2a. Permanent Housing Facilities: Received Operating Subsidies/Leased units (Households Served)	126	130			\$603,735.38	\$542,472.96
2b. Transitional/Short-term Facilities: Received Operating Subsidies/Leased units (Households Served)	0	0			\$0.00	\$0.00
3a. Permanent Housing Facilities: Capital Development Projects placed in service during the operating year (Households Served)	0	0			\$0.00	\$0.00
3b. Transitional/Short-term Facilities: Capital Development Projects placed in service during the operating year (Households Served)	0	0			\$0.00	\$0.00
4. Short-Term Rent, Mortgage and Utility Assistance	96	70			\$148,974.19	\$127,622.43
5. Permanent Housing Placement Services	109	126			\$79,413.61	\$80,796.26
6. Adjustments for duplication (subtract)	0	38				
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)	389	348			\$1,539,242.11	\$1,176,751.36
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)	0	0			\$0.00	\$0.00
9. Stewardship Units subject to 3- or 10- year use agreements	0	0				
10. Total Housing Developed (Sum of Rows 8 & 9)	0	0			\$0.00	\$0.00
Supportive Services	[1] Output: Households				[2] Output: Funding	
11a. Supportive Services provided by project sponsors that also delivered HOPWA housing subsidy assistance	351	324			\$56,846.11	\$52,836.03
11b. Supportive Services provided by project sponsors that only provided supportive services	18	15			\$31,547.39	\$10,173.66
12. Adjustment for duplication (subtract)	0	0				
13. Total Supportive Services (Columns a – d equals the sum of Rows 11 a & b minus Row 12; Columns e and f equal the sum of Rows 11a & 11b)	369	339			\$88,393.50	\$63,009.69
Housing Information Services	[1] Output: Households				[2] Output: Funding	
14. Housing Information Services	83	81			\$33,742.54	\$12,908.54
15. Total Housing Information Services	83	81			\$33,742.54	\$12,908.54

Grant Administration and Other Activities					[1] Output: Households		[2] Output: Funding	
16. Resource Identification to establish, coordinate and develop housing assistance resources							\$32,256.67	\$27,749.24
17. Technical Assistance (if approved in grant agreement)							\$0.00	\$0.00
18. Grantee Administration (maximum 3% of total HOPWA grant)							\$53,508.00	\$38,822.81
19. Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)							\$122,294.78	\$89,091.22
20. Total Grant Administration and Other Activities (Sum of Rows 16 – 19)							\$208,059.45	\$155,663.27
Total Expended							[2] Outputs: HOPWA Funds Expended	
							Budget	Actual
21. Total Expenditures for operating year (Sum of Rows 7, 10, 13, 15, and 20)							\$1,869,437.60	\$1,408,332.86

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			
3. Case management	339		\$61,488.91
4. Child care and other child services			
5. Education			
6. Employment assistance and training			
Health/medical/intensive care services, if approved			
7. Note: Client records must conform with 24 CFR §574.310			
8. Legal services			
9. Life skills management (outside of case management)	53		\$1,520.78
10. Meals/nutritional services			
11. Mental health services			
12. Outreach			
13. Transportation			
Other Activity (if approved in grant agreement).			
14. Specify:			
Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)	392		
15. Adjustment for Duplication (subtract)	53		
TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)	339		\$63,009.69

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	\$127,622.43
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.	1	\$1,535.19
c.	Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs.	0	\$0.00
d.	Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.	55	\$94,994.69
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.	11	\$25,962.71
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.	3	\$1,369.11
g.	Direct program delivery costs (e.g., program operations staff time)		\$3,760.73

End of PART 3

Part 4: Summary of Performance Outcomes

In Column [1], report the total number of eligible households that received HOPWA housing subsidy assistance, by type. In Column [2], enter the number of households that continued to access each type of housing subsidy assistance into next operating year. In Column [3], report the housing status of all households that exited the program. Data Check: The sum of Columns [2] (Number of Households Continuing) and [3] (Exited Households) equals the total reported in Column [1]. Note: Refer to the housing stability codes that appear in Part 5: Worksheet - Determining Housing Stability Outcomes.

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

A. Permanent Housing Subsidy Assistance

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
Tenant-Based Rental Assistance	60	55	1 Emergency Shelter/Streets	0	Unstable Arrangements
			2 Temporary Housing	0	Temporarily Stable, with Reduced Risk of Homelessness
			3 Private Housing	1	Stable/Permanent Housing (PH)
			4 Other HOPWA	2	
			5 Other Subsidy	0	
			6 Institution	0	Unstable Arrangements
			7 Jail/Prison	0	
			8 Disconnected/Unknown	0	Life Event
			9 Death	2	
Permanent Supportive Housing Facilities/ Units	130	111	1 Emergency Shelter/Streets	1	Unstable Arrangements
			2 Temporary Housing	0	Temporarily Stable, with Reduced Risk of Homelessness
			3 Private Housing	3	Stable/Permanent Housing (PH)
			4 Other HOPWA	3	
			5 Other Subsidy	4	
			6 Institution	0	Unstable Arrangements
			7 Jail/Prison	1	
			8 Disconnected/Unknown	0	Life Event
			9 Death	7	

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	0	0	1 Emergency Shelter/Streets	0	Unstable Arrangements
			2 Temporary Housing	0	Temporarily Stable with Reduced Risk of Homelessness
			3 Private Housing	0	Stable/Permanent Housing (PH)
			4 Other HOPWA	0	
			5 Other Subsidy	0	
			6 Institution	0	Unstable Arrangements
			7 Jail/Prison	0	
			8 Disconnected/Unknown	0	Life Event
			9 Death	0	

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'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)	22	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)	27	
	Other HOPWA Housing Subsidy Assistance	5	
	Other Housing Subsidy (PH)	5	
	Institution (e.g. residential and long-term care)	0	
	Likely that additional STRMU is needed to maintain current housing arrangements	1	Temporarily Stable, with Reduced Risk of Homelessness
	Transitional Facilities/Short-term (e.g. temporary or transitional arrangement)	0	
	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)	3	
	Emergency Shelter/street	0	Unstable Arrangements
	Jail/Prison	0	
	Disconnected	7	
	Death	0	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).			15
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).			3

Section 3. HOPWA Outcomes on Access to Care and Support

1a. Total Number of Households

Line [1]: For project sponsors 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 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 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	386
b. Case Management	324
c. Adjustment for duplication (subtraction)	221
d. Total Households Served by Project Sponsors with Housing Subsidy Assistance (Sum of Rows a and b minus Row c)	489
2. For Project Sponsors that did NOT provide HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded service:	
a. HOPWA Case Management	19
b. Total Households Served by Project Sponsors without Housing Subsidy Assistance	19

1b. Status of Households Accessing Care and Support

Column [1]: Of the households identified as receiving services from project sponsors 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 operating year.

Column [2]: Of the households identified as receiving services from project sponsors 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 operating 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 that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors 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	368	15	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)	482	15	Access to Support
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	419	15	Access to Health Care
4. Accessed and maintained medical insurance/assistance	441	15	Access to Health Care
5. Successfully accessed or maintained qualification for sources of income	367	15	Sources of Income

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

<ul style="list-style-type: none"> MEDICAID Health Insurance Program, or use local program name MEDICARE Health Insurance Program, or use local program name 	<ul style="list-style-type: none"> Veterans Affairs Medical Services AIDS Drug Assistance Program (ADAP) State Children's Health Insurance Program (SCHIP), or use local program name 	<ul style="list-style-type: none"> Ryan White-funded Medical or Dental Assistance
--	--	--

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

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

1c. Households that Obtained Employment

Column [1]: Of the households identified as receiving services from project sponsors 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 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 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 that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors 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	14	0

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)	58	0	0	2
Permanent Facility-based Housing Assistance/Units	121	0	2	7
Transitional/Short-Term Facility-based Housing Assistance/Units	0	0	0	0
Total Permanent HOPWA Housing Subsidy Assistance	179	0	2	9
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)	59	4	7	0
Total HOPWA Housing Subsidy Assistance	238	4	9	9

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 Report of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY)

The Annual Report of Continued 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) WAH17001	Operating Year for this report From 01/01/17 To 12/31/17 <input type="checkbox"/> Final Yr <input type="checkbox"/> Yr 1; <input type="checkbox"/> Yr 2; <input checked="" type="checkbox"/> Yr 3; <input type="checkbox"/> Yr 4; <input type="checkbox"/> Yr 5; <input type="checkbox"/> Yr 6; <input type="checkbox"/> Yr 7; <input type="checkbox"/> Yr 8; <input type="checkbox"/> Yr 9; <input type="checkbox"/> Yr 10
Grantee Name City of Seattle, Human Service Department	Date Facility Began Operations (mm/dd/yy) 12/09/15

2. Number of Units and Non-HOPWA Expenditures

Facility Name: Interbay Place	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)	6	\$106,390.26

3. Details of Project Site

Project Sites: Name of HOPWA-funded project	Interbay Place
Site Information: Project Zip Code(s)	98119
Site Information: Congressional District(s)	WA-007
Is the address of the project site confidential?	<input type="checkbox"/> Yes, protect information; do not list <input checked="" type="checkbox"/> Not confidential; information can be made available to the public
If the site is not confidential: Please provide the contact information, phone, email address/location, if business address is different from facility address	Downtown Emergency Service Center Administrative Office 515 3rd Avenue, Seattle, WA 98104 (206) 464-1570; info@desc.org

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

The Annual Report of Continued 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) WAH17001	Operating Year for this report From 01/01/17 To 12/31/17 <input type="checkbox"/> Final Yr <input type="checkbox"/> Yr 1; <input type="checkbox"/> Yr 2; <input type="checkbox"/> Yr 3; <input type="checkbox"/> Yr 4; <input type="checkbox"/> Yr 5; <input type="checkbox"/> Yr 6; <input type="checkbox"/> Yr 7; <input type="checkbox"/> Yr 8; <input checked="" type="checkbox"/> Yr 9; <input type="checkbox"/> Yr 10
Grantee Name City of Seattle, Human Service Department	Date Facility Began Operations (mm/dd/yy) 02/23/09

2. Number of Units and Non-HOPWA Expenditures

Facility Name: Rainier House	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)	2	\$44,301.24

3. Details of Project Site

Project Sites: Name of HOPWA-funded project	Rainier House
Site Information: Project Zip Code(s)	98118
Site Information: Congressional District(s)	WA-009
Is the address of the project site confidential?	<input type="checkbox"/> Yes, protect information; do not list <input checked="" type="checkbox"/> Not confidential; information can be made available to the public
If the site is not confidential: Please provide the contact information, phone, email address/location, if business address is different from facility address	Downtown Emergency Service Center Administrative Office 515 3rd Avenue, Seattle, WA 98104 (206) 464-1570; info@desc.org

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

The Annual Report of Continued 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) WAH17001	Operating Year for this report From 01/01/17 To 12/31/17 <input type="checkbox"/> Final Yr <input type="checkbox"/> Yr 1; <input type="checkbox"/> Yr 2; <input type="checkbox"/> Yr 3; <input checked="" type="checkbox"/> Yr 4; <input type="checkbox"/> Yr 5; <input type="checkbox"/> Yr 6; <input type="checkbox"/> Yr 7; <input type="checkbox"/> Yr 8; <input type="checkbox"/> Yr 9; <input type="checkbox"/> Yr 10
Grantee Name City of Seattle, Human Service Department	Date Facility Began Operations (mm/dd/yy) 05/05/14

2. Number of Units and Non-HOPWA Expenditures

Facility Name: Pacific Hotel	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)	8	\$72,566.69

3. Details of Project Site

Project Sites: Name of HOPWA-funded project	Pacific Hotel
Site Information: Project Zip Code(s)	98104
Site Information: Congressional District(s)	WA-007
Is the address of the project site confidential?	<input type="checkbox"/> Yes, protect information; do not list <input checked="" type="checkbox"/> Not confidential; information can be made available to the public
If the site is not confidential: Please provide the contact information, phone, email address/location, if business address is different from facility address	Plymouth Housing Group Administrative Office 2113 3rd Avenue, Seattle, WA 98121 (206) 374-9409

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.	348

Chart b. Prior Living Situation

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

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

Category	Total HOPWA Eligible Individuals Receiving Housing Subsidy Assistance
1. <u>Continuing</u> to receive HOPWA support from the prior operating year	177
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)	13
3. Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	30
4. Transitional housing for homeless persons	9
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)	52
6. Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	1
7. Psychiatric hospital or other psychiatric facility	0
8. Substance abuse treatment facility or detox center	0
9. Hospital (non-psychiatric facility)	0
10. Foster care home or foster care group home	0
11. Jail, prison or juvenile detention facility	0
12. Rented room, apartment, or house	40
13. House you own	14
14. Staying or living in someone else's (family and friends) room, apartment, or house	26
15. Hotel or motel paid for without emergency shelter voucher	0
16. Other	0
17. Don't Know or Refused	38
18. TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)	348

c. Homeless Individual Summary

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

Category	Number of Homeless Veteran(s)	Number of Chronically Homeless
HOPWA eligible individuals served with HOPWA Housing Subsidy Assistance	7	36

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)	348
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	25
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	128
4. TOTAL number of ALL <u>beneficiaries</u> served with Housing Subsidy Assistance (Sum of Rows 1, 2, & 3)	501

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	0	0	0	0	0
2.	18 to 30 years	10	14	0	0	24
3.	31 to 50 years	113	51	0	0	164
4.	51 years and Older	128	34	0	0	164
5.	Subtotal (Sum of Rows 1-4)	251	90	0	0	341
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	31	25	0	0	56
7.	18 to 30 years	14	20	0	0	34
8.	31 to 50 years	24	15	0	0	39
9.	51 years and Older	19	0	0	0	19
10.	Subtotal (Sum of Rows 6-9)	84	60	0	0	144
Total Beneficiaries (Chart a, Row 4)						
11.	TOTAL (Sum of Rows 5 & 10)	335	150	0	0	485

c. Race and Ethnicity*

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

Category		HOPWA Eligible Individuals		All Other Beneficiaries	
		[A] Race [all individuals reported in Section 2, Chart a, Row 1]	[B] Ethnicity [Also identified as Hispanic or Latino]	[C] Race [total of individuals reported in Section 2, Chart a, Rows 2 & 3]	[D] Ethnicity [Also identified as Hispanic or Latino]
1.	American Indian/Alaskan Native	0	0	0	0
2.	Asian	12	0	0	0
3.	Black/African American	121	0	89	0
4.	Native Hawaiian/Other Pacific Islander	0	0	0	0
5.	White	200	38	57	0
6.	American Indian/Alaskan Native & White	0	0	0	0
7.	Asian & White	0	0	0	0
8.	Black/African American & White	0	0	0	0
9.	American Indian/Alaskan Native & Black/African American	0	0	0	0
10.	Other Multi-Racial	0	0	0	0
11.	Column Totals (Sum of Rows 1-10)	348	42	153	0
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 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 <https://www.huduser.gov/portal/datasets/il.html> 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)	324
2.	31-50% of area median income (very low)	21
3.	51-80% of area median income (low)	3
4.	Total (Sum of Rows 1-3)	348

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 should complete Part 6: 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 Agency Name (Required)

Catholic Community Services of Western Washington (CCS)

2. Capital Development

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

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

Type of Development this operating year	HOPWA Funds Expended this operating year (if applicable)	Non-HOPWA funds Expended (if applicable)	Name of Facility:
<input type="checkbox"/> New construction	\$	\$	Type of Facility [Check <u>only one</u> box.] <input type="checkbox"/> Permanent housing <input type="checkbox"/> Short-term Shelter or Transitional housing <input type="checkbox"/> Supportive services only facility
<input type="checkbox"/> Rehabilitation	\$	\$	
<input type="checkbox"/> Acquisition	\$	\$	
<input type="checkbox"/> Operating	\$	\$	
a. Purchase/lease of property:			Date (mm/dd/yy):
b. Rehabilitation/Construction Dates:			Date started: Date Completed:
c. Operation dates:			Date residents began to occupy: <input type="checkbox"/> Not yet occupied
d. Date supportive services began:			Date started: <input type="checkbox"/> Not yet providing services
e. Number of units in the facility:			HOPWA-funded units = Total Units =
f. Is a waiting list maintained for the facility?			<input type="checkbox"/> Yes <input type="checkbox"/> No 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?			<input type="checkbox"/> Yes, protect information; do not publish list <input type="checkbox"/> No, can be made available to the public

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

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

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

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

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: CCS-PBRA Scattered Sites

Type of housing facility operated by the project sponsor		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		6	2			
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 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
a.	Leasing Costs		
b.	Operating Costs		
c.	Project-Based Rental Assistance (PBRA) or other leased units	8	\$53,622.07
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)	8	\$53,622.07

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)

Downtown Emergency Service Center (DESC)

2. Capital Development

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

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

Type of Development this operating year	HOPWA Funds Expended this operating year (if applicable)	Non-HOPWA funds Expended (if applicable)	Name of Facility:
<input type="checkbox"/> New construction	\$	\$	Type of Facility [Check <u>only one</u> box.] <input type="checkbox"/> Permanent housing <input type="checkbox"/> Short-term Shelter or Transitional housing <input type="checkbox"/> Supportive services only facility
<input type="checkbox"/> Rehabilitation	\$	\$	
<input type="checkbox"/> Acquisition	\$	\$	
<input type="checkbox"/> Operating	\$	\$	
a.	Purchase/lease of property:		Date (mm/dd/yy):
b.	Rehabilitation/Construction Dates:		Date started: Date Completed:
c.	Operation dates:		Date residents began to occupy: <input type="checkbox"/> Not yet occupied
d.	Date supportive services began:		Date started: <input type="checkbox"/> Not yet providing services
e.	Number of units in the facility:		HOPWA-funded units = Total Units =
f.	Is a waiting list maintained for the facility?		<input type="checkbox"/> Yes <input type="checkbox"/> No 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?		<input type="checkbox"/> Yes, protect information; do not publish list <input type="checkbox"/> No, can be made available to the public

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

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

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

3. Units Assisted in Types of Housing Facility/Units Leased by Project Sponsor or Subrecipient
Charts 3a, 3b, and 4 are required for each facility. In Charts 3a. and 3b., indicate the type and number of housing units in the facility, including master leased units, project-based or other scattered site units leased by the organization, categorized by the number of bedrooms per unit.

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

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

3a. Check one only

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

3b. Type of Facility

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

Name of Project Sponsor/Agency Operating the Facility/Leased Units: DESC-Lyon Building

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: Permanent Supportive Housing	41	10				

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	59	\$147,995.57
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.)	59	\$147,995.57

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)
Lifelong AIDS Alliance (Lifelong)

2. Capital Development

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

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

Type of Development this operating year	HOPWA Funds Expended this operating year (if applicable)	Non-HOPWA funds Expended (if applicable)	Name of Facility:
<input type="checkbox"/> New construction	\$	\$	Type of Facility [Check only one box.] <input type="checkbox"/> Permanent housing <input type="checkbox"/> Short-term Shelter or Transitional housing <input type="checkbox"/> Supportive services only facility
<input type="checkbox"/> Rehabilitation	\$	\$	
<input type="checkbox"/> Acquisition	\$	\$	
<input type="checkbox"/> Operating	\$	\$	
a.	Purchase/lease of property:		Date (mm/dd/yy):
b.	Rehabilitation/Construction Dates:		Date started: Date Completed:
c.	Operation dates:		Date residents began to occupy: <input type="checkbox"/> Not yet occupied
d.	Date supportive services began:		Date started: <input type="checkbox"/> Not yet providing services
e.	Number of units in the facility:		HOPWA-funded units = Total Units =
f.	Is a waiting list maintained for the facility?		<input type="checkbox"/> Yes <input type="checkbox"/> No 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?		<input type="checkbox"/> Yes, protect information; do not publish list <input type="checkbox"/> No, can be made available to the public

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

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

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

3. Units Assisted in Types of Housing Facility/Units Leased by Project Sponsor or Subrecipient
Charts 3a, 3b, and 4 are required for each facility. In Charts 3a and 3b, indicate the type and number of housing units in the facility, including master leased units, project-based or other scattered site units leased by the organization, categorized by the number of bedrooms per unit.

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

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

3a. Check one only

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

3b. Type of Facility

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

Name of Project Sponsor/Agency Operating the Facility/Leased Units: Lifelong-PBRA Scattered Site

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	20	38	2			
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	63	\$340,855.32
d.	Other Activity (if approved in grant agreement) <u>Specify:</u>		
e.	Adjustment to eliminate duplication (subtract)		
f.	TOTAL Facility-Based Housing Assistance (Sum Rows a. through d. minus Row e.)	63	\$340,855.32

Attachment: 2017 Seattle HOME Inspection Inventory CR-50

Project Name and Address	Home Units	Total Units	Owner - Borrower	Last Inspection Date	Passed Inspection?	Annual Report recv'd	Performance Letter sent to Owner	Comments
10355 Wallingford Ave*	2	3	Parkview Services	10/21/15	YES	6/30/17	8/21/17	HOME period of affordability expired 2014. State Commerce conducted site inspection in 2015.
11545 30th Avenue NE	2	3	Parkview Services	4/18/17	YES	6/30/17	8/23/17	HOME period of affordability expired 2016.
13736 Meridian Ave N	2	3	Parkview Services	10/21/15	YES	6/30/17	10/18/17	HOME period of affordability expired 2014. State Commerce conducted site inspection in 2015.
14010 Courtland Place N	2	3	Parkview Services	4/19/17	YES	6/30/17	9/22/17	HOME period of affordability expired 2016.
1811 Eastlake*	11	75	DESC	4/30/15	YES	6/30/17	10/25/17	
18th Ave Apts	5	9	CHH	3/29/16	YES	6/30/17	9/20/17	
2500 East Union*	6	7	YWCA Seattle/KC	1/31/17	YES	6/30/17	7/26/17	HOME period of affordability expired in 2007.
3512 NE 140th Street*	2	3	Parkview Services	3/20/2014* and 10/21/15	YES	6/30/17	9/25/17	HOME period of affordability expired 2014. *HOME tenant file review only. State Commerce conducted site inspection in 2015.
500 N. 141st Street	2	3	Parkview Services	4/19/17	YES	6/30/17	9/27/17	
814 Hiawatha Place S.	1	3	Parkview Services	4/18/17	YES	6/30/17	9/14/17	

8217 5th Ave. NE	1	2	Parkview Services	4/18/17	YES	6/30/17	9/29/17	HOME period of affordability expired 2016.
Abbey Lincoln Court (aka Jackson Street Workforce Housing)	11	68	LIHI	10/4/16	YES	6/30/17	8/25/17	Certificate of Occupancy 9/29/16. IDIS Project Completion 1/18/17.
Aki Kurose II- 11520 Stone Ave N	7	36	LIHI	2/25/15	YES	6/30/17	9/7/17	
Albion Place - 3521 Albion Place N	3	12	CPC	5/11/16	YES	6/30/17	reviewed 9/20/17	Rent charged over maximum allowed in non-HOME unit. Letter pending receipt of refund.
Alder Crest - 6520 35th Ave SW	4	36	SHA	3/30/17	YES	6/30/17	8/1/17	
Ambassador II Condos* - 506 E. Howell	6	6	T.H.S. ONE	5/27/15	YES	6/30/17	8/8/17	HOME period of affordability expired in 2012.
Avalon Way Mutual Hsg.*- 2980 SW Avalon Way	10	15	Transitional Resources	6/2/15	YES	6/30/17	8/23/17	
Bakhita Gardens* - N 118 Bell St.	11	90	Catholic Housing Services	4/11/17	YES	6/30/17	11/16/17	
Bergan Place - 101 N 104th St	28	38	Compass Housing Alliance	8/29/17	YES	6/30/17	9/7/17	
Brierwood* - 11020 Greenwood Ave N	5	24	Community House M.H.	4/20/17	YES	6/30/17	9/8/17	
Broadway Crossing - 1531 Broadway	9	44	CHH	2/7/17	YES	6/30/17	9/27/17	
Cal Anderson House - 400 Broadway	23	24	Plymouth Housing Grp	2/24/15	YES	6/30/17	8/21/17	HOME period of affordability expired 2014.

Canaday House*- 424 Minor Ave N	7	83	DESC	4/26/17	YES	6/30/17	10/31/17	
Cannon House - 113 23rd Ave S	11	120	SeaMar	5/16/17	YES	6/30/17	7/14/17	
Cate Apartments - 312 NW 85th St	6	31	LIHI	5/19/16	YES	6/30/17	9/12/17	
Centerwood Apartments - 8427 Delridge Way SW	1	12	DNDA	5/5/16	YES	6/30/17	10/26/17	
Claremont Apts - 3333 Rainier Ave S	11	68	SEED	3/31/16	YES	6/30/17	1/10/18	
Columbia City Station Apts - MLK Jr Way S	13	52	Mercy Housing NW	2/10/16	YES	6/30/17	10/31/17	
Columbia Hotel - 4900 Rainier Ave S	8	8	SEED	2/17/17	YES	6/30/17	1/8/18	HOME period of affordability expired in 2005.
Croft Place - 6701 21st Ave SW	4	21	DNDA	4/1/17	Minor Fail	6/30/17	10/26/17	Maintaining on annual inspection cycle (risk-based monitoring) until all deficiencies corrected.
Delridge Heights Apts - 8630 Delridge Way SW	2	12	DNDA	2/9/17	Minor Fail	6/30/17	10/26/17	Owner is developing scope of work and financing plan for near- term capital improvement needs. Maintaining on annual inspection cycle (risk-based monitoring) until capital improvements completed. Inspected on 2/9/17.

Denice Hunt Townhomes- 620 N 85th St	20	30	LIHI	4/20/16	YES	6/30/17	9/14/17	
Domingo Viernes - 721 S Lane St	7	57	SCIPDPA	5/30/17	YES	6/30/17	11/7/17	
Ernestine Anderson Place - 2010 S. Jackson St	11	61	LIHI	3/3/16	YES	6/30/17	9/15/17	
Firwood - 10751 2nd Ave NW	8	28	Community House M.H.	4/12/17	YES	6/30/17	9/8/17	
Frye Hotel - 223 Yesler Way	233	234	LIHI	5/10/17	YES	6/30/17	7/11/17	HOME period of affordability expired in 2007.
Glen Hotel - 1413 3rd Ave	37	38	LIHI	4/6/16	YES	6/30/16	10/26/16	HOME period of affordability expired in 2009.
Good Shephard Center - 4649 Sunnyside Ave N	5	6	Historic Seattle	2/11/15	YES	6/30/17	10/16/17	
Gossett Place - 4719 12th Ave. NE	11	63	LIHI	2/19/15	YES	6/30/17	9/15/17	
Helen V Apartments - 1319 E Union St	7	38	CHH	2/24/16	YES	6/30/17	9/27/17	HOME period of affordability expired in 2007.
Hiawatha Artists Lofts - 843 Hiawatha Pl S	11	61	ArtSpace	2/25/15	YES	6/30/17	9/14/17	
Historic Cooper School - 4408 Deldridge Way SW	5	36	DNDA	4/1/15	YES	6/30/17	10/27/17	
Holden Manor - 1213 SW Holden St	4	10	DNDA	5/12/16	YES	6/30/17	10/27/17	
Humphrey House - 2630 1st Ave	11	84	Plymouth Housing Grp	5/19/17	YES	6/30/17	8/21/17	
Interbay Place*	11	97	DESC	7/14/16	YES	6/30/17	11/7/17	Certificate of Occupancy 11/17/15. ISIS Project

								Completion Date 1/18/17.
Jordan House* - 13340 3rd Ave NE	8	8	SMH	6/32/17	YES	6/30/17	8/11/17	HOME period of affordability expired in 2010.
Julie Apts - 1922 9th Ave	24	47	LIHI	2/26/16	YES	6/30/17	9/19/17	HOME period of affordability expired in 2012.
Katherine's Place - 3512 S Juneau St	6	26	Catholic Housing Services	5/20/15	YES	6/30/17	10/25/17	
Kenyon Housing - 3936 S Kenyon St	11	18	SMH	2/18/15	YES	6/30/17	9/26/17	
Las Brisas Del Mar* - 501 S Sullivan St	10	11	Consejo	3/14/17	YES	6/30/17	9/6/17	HOME period of affordability expired 2016. Additional site visit to assess and discuss near- term capital needs 6/29/16.
Leroy Helms - 416 2nd Ave S	11	11	Catholic Housing Services	2/5/15	YES	6/30/17	10/25/17	HOME period of affordability expired 2015.
Longfellow/Westwood Court - 9413 27th Ave SW	9	45	Compass Housing Alliance	6/10/15	YES	6/30/17	9/5/17	
Marion West	19	49	LIHI	6/23/16	YES	6/30/17	10/19/17	Certificate of Occupancy date 7/13/16. IDIS Project Completion Date 3/8/17.
Martin Court - 6188 4th Ave S	24	42	LIHI	4/5/17	YES	6/30/17	9/21/17	HOME period of affordability expired 2015. Owner is developing scope of work and financing plan for near- term capital improvement

								needs. Maintaining on annual inspection cycle (risk-based monitoring) until capital improvements completed.
McDermott Place* - 12730 33rd Ave NE	11	76	LIHI	3/2/16	YES	6/30/17	9/20/17	
McKinney Manor - 1916 E Madison St	40	64	Mt Zion	5/26/16	YES	6/30/17	8/14/17	
Meadowbrook View - 11032 Lake City Way NE	7	50	LIHI	3/2/16	YES	6/30/17	10/19/17	
Monica's Village Place I - 100 23rd Ave S	11	51	Catholic Housing Services	2/3/15	YES	6/30/17	11/16/17	
New Holly II - 7001 32nd Ave S	19	96	SHA	4/12/16	YES	6/30/17	7/18/17	
New Holly III - 7001 32nd Ave S	30	219	SHA	4/26/17	YES	6/30/17	7/18/17	
Pacific Hotel - 317 Marion St	111	112	Plymouth Housing Grp	6/3/15	YES	6/30/17	8/22/17	HOME period of affordability expired in 2002.
Phinney Place* - 11021 Phinney Ave N	8	8	Community House M.H.	4/20/17	YES	6/30/17	9/8/17	
Plaza Roberto Maestas	11	112	El Centro de la Raza	12/8/16	YES	6/30/17	9/18/17	Certificate of Occupancy date 7/22/16. IDIS Project Completion Date 12/20/16.
Rainier House* - 5270 Rainier Ave S	11	50	DESC	4/29/15	YES	6/30/17	11/3/17	
Rose Street Apts - 8124 Rainier Ave. S	23	71	Bellwether	3/24/15	YES	6/30/17	9/7/17	

Santa Teresita del nino Jesus - 2427 SW Holden St	10	26	Catholic Housing Services	3/21/16	YES	6/30/17	11/8/17	
Security House - 2225 4th Ave	13	107	Bellwether	5/24/16	YES	6/30/17	9/11/17	
Simons Senior Apts - 2119 3rd Ave	9	95	Plymouth Housing Grp	5/20/15	YES	6/30/17	8/23/17	
Stoneway Apartments - 1215 N 45th St	8	70	Bellwether	2/10/16	YES	6/30/17	9/14/17	
Tyree Scott Apartments - 4000 ML King Jr Way S	2	21	LIHI	3/17/16	YES	6/30/17	9/5/17	
Villa Park Townhomes - 9111 50th Ave S	42	43	SHA	4/29/15	YES	6/30/17	8/8/17	
Vivian McLean Place - 5423 Delridge Way SW	4	19	DNDA	4/1/15	YES	6/30/17	10/27/17	
72 completed projects with total units:	1,089	3,304						
53 projects in operations within HOME affordability period	570	2,701						

Notes:

*16 also funded with Seattle Levy O & M Subsidy

Bellwether previously known as/aka Housing Resources Group (HRG).

Catholic Housing Services previously known as/aka Archdiocesan Housing Authority (AHA).

LATCH (listed owner in 2009 for Bergan Place and Longfellow/Westwood Court) merged with Compass Housing Alliance.

Other changes in listed Owner/Borrower from 2009 to 2010 report relate to 2010 report listing General Partner name rather than LLC or LP.

2009 CAPERS report included Lake City Village - 12536 33rd Ave NE as "under development." This project did not end up receiving HOME funding from City of Seattle.

2012 CAPERS report included Ballard Senior Apts. This project, re-named Cheryl Chow Court, did not end up receiving HOME funding from City of Seattle.

Attachment: 2017 Seattle Fiscal Summary

City of Seattle CAPER – March 31, 2018

2017 CDBG PR26 Financial Summary			
Consolidated Annual Performance Evaluation Report			
Community Development Block Grant Program	U.S. Department of Housing Urban Development		
1. Name of Grantee	2. Grant Number	3. Reporting Period	
CITY OF SEATTLE	B-17-MC-53-0005	FROM 1/1/2017	TO 12/31/2017
Part I: Summary of CDBG Resources			
1. Unexpended CDBG Funds at end of previous reporting period			8,729,052.08
2. Entitlement Grant			8,848,381.00
3. Surplus urban Renewal Funds			
4. Section 108 Guaranteed Loan Funds			
5. IDIS Program Income Received	Grantee	Subrecipient	
a. Revolving Funds			
b. Other (Identify below)			
Homewise Program Income			
Other Program Income			
Miscellaneous Revenue			
c. Total Program Income	3,596,781.06		3,596,781.06
6. Returns			
7. Adjustment to compute Total Available			
8. Total CDBG Funds available for use during this reporting period (1+...+7)			21,174,214.14
Part II: Summary of CDBG Expenditures			
9. IDIS Disbursements other than 108 Repayments or Planning/Admin			6,655,163.23
10. Adjustment to compute total amount subject to LowMod Benefit			
11. Amount Subject to LowMod Benefit (9+11)			6,655,163.23
12. Disbursed in IDIS for Planning and Administration			1,457,051.20
13. Disbursed in IDIS for 108 Repayments			
14. Adjustment to compute Total Expenditures			
15. Total Expenditures (Sum 11+...+14)			8,112,214.43
16. Unexpended Balance (8 - 15)			13,061,999.71
Part III: Low/Mod Benefit			
17. IDIS Expended for Low/Mod Housing in Special Areas			
18. IDIS Expended for Low/Mod Multi-Unit Housing			
19. IDIS Disbursed for Other Low/Mod Activities			6,655,163.23
20. Adjustment to Compute Total Low/Mod Credit			
21. Total Low/Mod Credit (17+...+20)			6,655,163.23
22. Percent low/Mod Credit (21/11)			100%
Low/Mod Benefit for Multi-Year Certification			
23. Program Years (PY) Covered in Certification			Not Applicable
24. Cumulative Net Expenditures Subject to Low/Mod Benefit			Not Applicable

25. Cumulative Expenditures Benefiting Low/Mod Persons			Not Applicable
26. Percent Benefit to Low/Mod Persons (Line 25/Line 24)			Not Applicable
Part IV: Public Service (PS) Cap Calculations			
27. PS Disbursements in IDIS			4,070,783.12
28. PS Unliquidated Obligations at end of Current PY			0.00
29. PS Unliquidated Obligations at end of Previous PY			0.00
30. Adjustment to Compute Total PS Obligations			
31. Total PS Obligations (27+28-29+30)			4,070,783.12
32. Entitlement Grant			8,848,381.00
33. IDIS Prior Year Program Income			1,559,972.34
34. Adjustment to Compute Total Subject to PS Cap			(455,158.93)
35. Total Subject to PS Cap (32+33+34)			10,408,353.34
36. Percent Funds Obligated for PS Activities (31/35)			34.74%
See Footnote(s): Note 1			
Part V: Planning and Program Administration (PA) Cap			
37. PA Disbursements in IDIS			1,457,051.20
38. PA Unliquidated Obligations at end of Current PY from IDIS			
39. PA Unliquidated Obligations at end of Previous PY			184,702.21
40. Adjustment to Compute Total PA Obligations			
41. Total PA Obligations (37+38-39+40)			1,272,348.99
42. Entitlement Grant			8,848,381.00
43. Current Year Program Income from IDIS			3,596,781.06
44. Adjustment to Compute Tot Subject to PA Cap			
45. Total Subject to PA Cap (42+43+44)			12,445,162.06
46. Percent Funds Obligated for PA Activities (37/41)			10.22%

Footnote(s):

Note 1: The maximum amount of funds that can be obligated for public services according to (24 CFR Part 570.201(e)(ii)(a-d)) is based on the City of Seattle's 1982 and 1983 program year. The City's obligations were as follows:

Year	Grant Amount	Obligated Amount	% of Grant
1982	13,714,000	4,974,800	34.96%
1983	13,348,000	4,974,800	35.92%

The regulations at 570.201 (e) stipulate that a recipient that obligated more than 15% from its 1982 or 1983 grant may continue to obligate more CDBG funds than allowable as long as the total amount obligated in any program year does not exceed:

- 1) 15% of the program income it received during the preceding year, plus
- 2) the highest of the following amounts:
 - A. The amount determined by applying the percentage of the grant it obligated in 1982 or 1983 against its current program year; or
 - B. The amount of funds obligated for public services in the 1982 or 1983 program year.