

FY 2019 Minneapolis
HUD Consolidated Annual Performance and Evaluation
Report (CAPER) DRAFT
Comment Period: August 12-August 26, 2020

- Community Development Block Grant
- Emergency Solutions Grant
- Housing Opportunities for Persons with AIDS
- HOME Investment Partnerships



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.

The FY 2019 Consolidated Annual Performance and Evaluation Report (CAPER) is a consolidated report on activities in the following U.S. Department of Housing and Urban Development (HUD) entitlement formula grants received by the City of Minneapolis: Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), HOME Investment Partnerships (HOME), and Housing Opportunities for Persons with AIDS (HOPWA). The FY 2019 CAPER covers the 12-month program year June 1, 2019 - May 31, 2020 which is the fifth and final year of the Five Year Consolidated Plan Strategy 2015-2019.

With reductions in overall Consolidated Plan funding since 2010, the City has continued to be challenged in its efforts to address community development priorities, goals and strategies with HUD resources. The City continues to seek expanded economic opportunities that benefit its low and moderate income citizens, preserve and create decent and affordable housing opportunities, address the needs faced by those who are homeless or are threatened with homelessness, provide accessible public services for vulnerable populations, affirmatively further fair housing, and leverage its federal HUD funding with other funds to make significant, sustainable change in the community. During the second half of the program year, the country was hit by the COVID-19 pandemic. Although the pandemic has affected residents of the city, it did not slow down delivery of CDBG, HOME, ESG or HOPWA programs.

Specifically during the 2019 Program Year, CDBG funds were directed to increased affordable housing investments to preserve existing affordable housing that is at risk of being lost for guaranteed affordability and to creating new affordable housing in an attempt to increase available supply. This year, the Adult Training and Placement program, Minneapolis Works, served 286 income qualified Minneapolis residents who were either unemployed or underemployed. Minneapolis Works is meeting the overwhelming demand of residents looking for increasing their wages and contributes significantly to the overall economic health of their families and the City.

The City can point to its efforts as success, however, great need still exists in the community, especially for those at the lowest of incomes. Housing costs in the city have continued to rise at a rate higher than personal income. Rental vacancy rates are historically low, units that are priced at the most affordable levels and exhibiting quality still incur great demand. Low income renters continue to be shut out of limited rental market opportunities.

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
Community Economic Development	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2595	875	33.72%	154	147	95.45%
Community Economic Development	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	1875	1728	92.16%	394	286	72.59%
Community Economic Development	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	500	887	177.40%	100	223	223.00%
Safe, Equitable, Livable Environment	Homeless Non-Homeless Special Needs Non-Housing Community Development Public Services	CDBG: \$ / HOPWA: \$ / ESG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	9853	330475	3,354.05%	229412	229412	100%

Safe, Equitable, Livable Environment	Homeless Non- Homeless Special Needs Non-Housing Community Development Public Services	CDBG: \$ / HOPWA: \$ / ESG: \$	Buildings Demolished	Buildings	0	0		20	0	0.00%
Sustainable, Affordable Housing	Affordable Housing Public Housing Non- Homeless Special Needs	CDBG: \$ / HOPWA: \$ / HOME: \$ / ESG: \$922657	Rental units constructed	Household Housing Unit	475	2240	471.58%	95	807	849.47%
Sustainable, Affordable Housing	Affordable Housing Public Housing Non- Homeless Special Needs	CDBG: \$ / HOPWA: \$ / HOME: \$ / ESG: \$922657	Rental units rehabilitated	Household Housing Unit	775	2610	336.77%	155	221	142.58%
Sustainable, Affordable Housing	Affordable Housing Public Housing Non- Homeless Special Needs	CDBG: \$ / HOPWA: \$ / HOME: \$ / ESG: \$922657	Homeowner Housing Added	Household Housing Unit	50	51	102.00%	15	4	26.67%

Sustainable, Affordable Housing	Affordable Housing Public Housing Non-Homeless Special Needs	CDBG: \$ / HOPWA: \$ / HOME: \$ / ESG: \$922657	Homeowner Housing Rehabilitated	Household Housing Unit	150	104	69.33%	30	5	16.67%
Sustainable, Affordable Housing	Affordable Housing Public Housing Non-Homeless Special Needs	CDBG: \$ / HOPWA: \$ / HOME: \$ / ESG: \$922657	Direct Financial Assistance to Homebuyers	Households Assisted	50	47	94.00%			
Sustainable, Affordable Housing	Affordable Housing Public Housing Non-Homeless Special Needs	CDBG: \$ / HOPWA: \$ / HOME: \$ / ESG: \$922657	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	375	864	230.40%	270	169	62.59%
Sustainable, Affordable Housing	Affordable Housing Public Housing Non-Homeless Special Needs	CDBG: \$ / HOPWA: \$ / HOME: \$ / ESG: \$922657	Homeless Person Overnight Shelter	Persons Assisted	250	0	0.00%	5500	4291	78.02%

Sustainable, Affordable Housing	Affordable Housing Public Housing Non-Homeless Special Needs	CDBG: \$ / HOPWA: \$ / HOME: \$ / ESG: \$922657	Housing for Homeless added	Household Housing Unit	0	111		0	0	0%
Sustainable, Affordable Housing	Affordable Housing Public Housing Non-Homeless Special Needs	CDBG: \$ / HOPWA: \$ / HOME: \$ / ESG: \$922657	Housing for People with HIV/AIDS added	Household Housing Unit	30	72	240.00%			
Sustainable, Affordable Housing	Affordable Housing Public Housing Non-Homeless Special Needs	CDBG: \$ / HOPWA: \$ / HOME: \$ / ESG: \$922657	HIV/AIDS Housing Operations	Household Housing Unit	36	36	100.00%	36	40	111.11%
Sustainable, Affordable Housing	Affordable Housing Public Housing Non-Homeless Special Needs	CDBG: \$ / HOPWA: \$ / HOME: \$ / ESG: \$922657	Buildings Demolished	Buildings	100	84	84.00%			

Sustainable, Affordable Housing	Affordable Housing Public Housing Non-Homeless Special Needs	CDBG: \$ / HOPWA: \$ / HOME: \$ / ESG: \$922657	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	430	137	31.86%			
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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.

The City has determined to use its CDBG funding to address the following issues: making affordable housing investments to stimulate or stabilize housing markets, assisting emerging employment sectors through local technical assistance business providers and with residents who are trained to take advantage of job openings, and dedicating public service funds to early childhood development and community safety initiatives. The City invests its HOME funds in first-time homeownership opportunities and the creation of new long-term affordable rental housing. ESG funds programming initiatives that address basic shelter and housing stabilization needs of those who are homeless. Finally, HOPWA funds are used to serve the housing needs of medically fragile, low-income households throughout the metropolitan region.

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)

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

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

	CDBG	HOME	ESG	HOPWA
Race:				
White	670	12		39
Black or African American	1644	32		143
Asian	111	5		6
American Indian or American Native	189	0		15
Native Hawaiian or Other Pacific Islander	14	0		2
Total	2628	49	0	205
Ethnicity:				
Hispanic	56	8		11
Not Hispanic	2572	41		206

Narrative

The HUD reporting tool for ESG grant provides race/ethnicity status by households assisted.

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	public - federal	12,495,823	9,854,401
HOME	public - federal	2,725,031	3,108,921
HOPWA	public - federal	1,538,539	1,187,880
ESG	public - federal	947,515	1,363,826

Table 3 - Resources Made Available

Narrative

Resources made available through 2019 grant agreements and receipted program income by Minneapolis as the grantee are shown in the above table as resources made available. It does not include unexpended prior year funding which may result in the amount expended exceeding the available resources amount. The City received \$1,441,101.48 of CDBG program income during PY 2019. All CDBG program income was expended for immediate needs within the program year, and the program-income balance remaining at 5/31/20 is zero. The City is in compliance with 24 CFR 570.504(b)(iii), by not having program income remaining in excess of one twelfth (1/12th) of the most recent grant ($1/12\text{th} \times 11,054,722 = 921,226.83$). HOME program income of \$100,000 is detailed below in this report. There was no program income received with ESG and the HOPWA programs.

The City did not meet its CDBG expenditure timeliness target with a draw ratio of 1.69, above the threshold ratio of 1.5. Due to the COVID-19 pandemic, this timeliness issue is not being enforced by HUD as communities had difficulty in expending funds.

The City does use CDBG funds to acquire residential parcels to hold for redevelopment as housing or interim uses qualifying as low- and moderate-income benefit (i.e. community garden) until a qualifying redevelopment is realized. In program year 2019, no parcels were acquired.

Narrative

CDBG is directed on an area basis to census tracts in the city where the majority of residents are of low- and moderate-income. ESG funds are expended for eligible activities within the Hennepin County Continuum of Care for projects benefiting Minneapolis residents. HOPWA funds programs serving site-based initiatives and providing tenant based rental assistance throughout the metropolitan area. HOME rehabilitation funds are spent throughout the City for income-eligible units. If a new construction project receives HOME funds, that project is sited in an area that is a non-concentrated area of race or poverty. New affordable housing is targeted for designated growth areas and commercial and transit corridors that can benefit from and support increased housing density.

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.

Other resources made available to support Consolidated Plan strategies include General Fund dollars; federal grants made available from the U.S. Departments of Justice, Housing and Urban Development, Commerce, Health and Human Services, Environmental Protection Agency; state grants made available by Trade and Economic Development; Human Services; Children, Families and Learning; Metropolitan Council; and local resources through foundations, financial institutions, the Family Housing Fund, and subrecipient in-kind goods and services.

Match requirements for the HOME and Emergency Solutions Grant (ESG) programs are met through funding provided by the project, Hennepin County or other government bodies. HOME match consisted of \$0 put toward projects in 2019. Match provided to the ESG program is met by funded programs and composed primarily of state pass through and private funding to covered programs. All RFPs for these projects specify the need of committed match in order to qualify for funding.

As part of its compliance with the need to pursue all available resources to support its Consolidated Plan, the City is required to provide Certifications of Consistency to its Consolidated Plan to organizations seeking federal HUD funding. These certifications testify to the fact that the proposed funding application meets strategies identified in the City's Consolidated Plan. City staff reviews certification requests against Consolidated Plan strategies and recommends certification of eligible proposals. All requests for certifications received by the City during the past year were certified as addressing Consolidated Plan strategies.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	36,133,766
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	36,133,766
4. Match liability for current Federal fiscal year	76,539
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	36,057,227

Table 4 – Fiscal Year Summary - HOME Match Report

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning 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 \$
696,585	1,179,873	684,960	0	1,191,497

Table 5 – 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	60,580,243	0	0	0	0	60,580,243
Number	3	0	0	0	0	3
Sub-Contracts						
Number	178	5	4	5	4	160
Dollar Amount	48,512,225	2,235,110	456,557	1,230,810	1,069,453	43,520,295
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	60,580,243	0	60,580,243			
Number	3	0	3			
Sub-Contracts						
Number	178	30	148			
Dollar Amount	48,512,225	4,183,973	44,328,252			

Table 6 - 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	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 7 – 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		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 8 – 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	275	133
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	153	116
Total	428	249

Table 9 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	353	169
Number of households supported through The Production of New Units	95	811
Number of households supported through Rehab of Existing Units	155	226
Number of households supported through Acquisition of Existing Units	20	5
Total	623	1206

Table 10 – Number of Households Supported

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

No problems were encountered in addressing goals. Ongoing challenges in creation of affordable housing include the shortage of project-based Section 8 rental assistance to make units affordable at <30% MMI, shortage of large family rental housing units (and the rising costs to produce those larger units), and the continuing challenge in providing location choice. Due to the deep subsidy required for new production, preservation of existing units is easier than creation of new units. It is a continuing

challenge to the City and its development partners to leverage enough resources to meet this commitment.

Discuss how these outcomes will impact future annual action plans.

The City will continue to budget approximately half of its CDBG resources to the support of affordable housing creation and stabilization and use its HOME funds to creatively bring new affordable housing into the market. Rental assistance will be provided through ESG and HOPWA resources.

The City continues its work with housing foreclosures with funding for its foreclosure prevention program, stepped up enforcement of vacant properties, and the addition of new financing products for households threatened with foreclosure. Even though foreclosure numbers have stabilized, the concentration of foreclosed properties threatens to undo past community efforts at stabilizing neighborhoods. The City received Neighborhood Stabilization Program (NSP) funds from HUD and the State of Minnesota. These funds will assist local communities in dealing with the market effects caused by foreclosed properties.

Over the past year, the City has started the Emergency Stabilization Pilot Program which served seven properties with CDBG assistance in the program year. The goal of the five-year Emergency Stabilization Pilot Program is to provide up to 12 units of affordable and appropriately sized rental housing in north Minneapolis that were vacant and recently renovated under either a Minneapolis or Hennepin County housing program to help stabilize Minneapolis households facing imminent displacement. Financial counseling services will be offered to participating households and enrollment in a Family Assets for Independence in Minnesota (FAIM) program is recommended. Eligible applicants are households that face imminent displacement (within 90 days) from their rental unit due to the revocation of the landlord's rental license or condition of the property. Applicants must be at or below 60% of area median income at the time of application and appropriately sized for the number of bedrooms available in the unit.

The City of Minneapolis conducted a study through the program year to inform the expansion of capacity for long term affordability ownership housing (LTA) models. LTA housing is currently defined by the City Council as housing that is affordable for a minimum 30-year period to households below 80% of area median income (\$80,000 in 2019 for a family of four). LTA models typically fund the difference between what a homebuyer can afford as monthly payments on a first mortgage and a home's sale price. LTA models typically include an equity sharing provision to ensure that when the first homebuyer sells the home, it is affordable for the next homebuyer. Current LTA models in the City of Minneapolis include Twin Cities Habitat for Humanity and City of Lakes Community Land Trust (CLCLT). The study engaged community members and analyzed market data, resulting in a recommendation to make program changes to increase focus on serving extremely low-income, low-income, and moderate-income households through the City's homebuyer programs, which the City is implementing in 2020-2021.

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	38	19
Low-income	32	5
Moderate-income	37	5
Total	107	29

Table 11 – Number of Households Served

Narrative Information

Numbers of persons served by activity is pulled from IDIS reports of CDBG and HOME summary of accomplishments.

There were 6 first time homebuyers assisted with HOME funds with 4 of them minority. 28 renter households were assisted with HOME funds.

Over the past program year 200 multifamily and 70 single family affordable housing units were put into service. Preservation activities are just as important in holding an inventory of available, affordable housing units. During the program year, the City financed with HOME funds the Great River Landing Apartments with 72 total units – 13 financed from HOME funds. These units are for males exiting incarceration from the justice system who traditionally have had difficulty finding, and retaining, housing. These residents can use these units to build up rental history or choose to live there indefinitely.

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

The City of Minneapolis participates in the local Continuum of Care model. The lead administrative entity for the Continuum of Care in Hennepin County and the City of Minneapolis is the Hennepin County Office to End Homelessness. The Heading Home Hennepin Executive Committee is responsible for planning and implementing the Continuum of Care in the County with support of the Heading Home Hennepin Operations Board. The County Office to End Homelessness provides staff support for the overall Continuum of Care; soliciting, reviewing and recommending applications for HUD funding; providing certifications of consistency with other HUD and state funding programs and development of Continuum of Care documentation materials required for applicants for HUD homeless program funding.

The City of Minneapolis works closely with a number of local and state agencies to ensure that Federal entitlement opportunities such as HOPWA, HOME, and ESG meet the funding priorities supporting the Continuum of Care. For instance, the City works to direct funding to increasing the number of housing units, as well as expansion of the scope of services provided to homeless persons. Entitlement funds were used to assist the local Continuum of Care in 2019 by: continuing to coordinate outreach and assessment at shelter entrance points, emphasizing permanent supportive housing and prevention services versus continuing emergency shelter, and combining housing with appropriate supportive services. The City funds the St. Stephen's Outreach Team with ESG. Street outreach services serve individuals meeting Category 1 and 4 definitions of homelessness with high barriers according to an assessment. Outreach services consist of engagement, case management, emergency and mental health services, transportation and unique services that work to connect users to housing opportunities and support services for which they are eligible.

Addressing the emergency shelter and transitional housing needs of homeless persons

ESG funding is used for rehabilitation and development of quality emergency shelter space, rapid re-housing and homelessness prevention service options, and for street outreach services for the chronically homeless. Initial barriers seen in the program are both environmental and system issues. With an extremely low vacancy rate in the City of Minneapolis, it can be difficult to find appropriate and affordable housing for clients with multiple barriers including those with a past criminal history or a history of housing evictions. There can be program restrictions realized when attempting to find a range of housing resources for clients. Additionally there are implementation concerns raised with instituting the new program requirements of the Emergency Solutions Grant with existing and newly developed

programs. The City in coordination with the County Office to End Homelessness continues to explore ways in which to effectively address these barriers. The City instituted a tenant protection ordinance to increase the ability of those who have trouble accessing rental opportunities to realize appropriate housing.

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

Hennepin County is the provider of programming to serve institutionalized persons being discharged from public health and correctional facilities and systems. The County and its Healthcare for the Homeless team has added a discharge specialist staff person to work on preventing discharges from the Hennepin County Medical Center to homelessness. In 2019, Hennepin Health partnered with Hennepin Healthcare to develop a targeted program to connect Hennepin Health members who are experiencing homelessness and inpatient at Hennepin Healthcare to housing and other resources, and this work has shown a significant decrease in hospital readmissions among the engaged population. The County has also instituted training and capacity building through a 'Housing Resource Specialist' within Hennepin County's Housing Stability Area. Their focus is specifically on building capacity of front line workers across the County, including Corrections and Adult Behavioral health as well as Child Protection, to ensure that housing options are made known and available. While Hennepin County is the primary provider of most non-housing social services, the City does provide for some of these needs through use of its CDBG funds devoted to public services, workforce development and early childhood programming. As well, the City works to assist low-income individuals and families avoid becoming homeless through the homelessness prevention delivery of services described above. The City will continue to work with the County and other partners to address system gaps that may result in a household finding themselves homeless.

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

The City prioritizes funding rapid re-housing over homeless prevention. Rapid re-housing serves Minneapolis residents -- homeless families and single adults without children who reside in a Hennepin County sited homeless shelter (previous permanent address was within Minneapolis) as well as unaccompanied youth who are verifiably homeless according to the HUD definition. City of Minneapolis

ESG funding for rapid re-housing is delivered through service providers selected under Hennepin County's request for proposals process that is combined with other family homelessness assistance funds to maximize coordination and results.

In 2019 the City started the Stable Homes, Stable Schools initiative which is an innovative partnership with Minneapolis Public Housing Authority (MPHA), Minneapolis Public Schools, Hennepin County, and rental housing owner-operators to prevent or reduce homelessness for families in Minneapolis Public Pre-K-8th Grade Schools by providing housing subsidies and supports for families that lead to students graduating from high school. As of early 2020, 175 families including 500 children were housed with this program.

Rapid Re-housing and homelessness prevention funds can be for short-term or medium-term rental assistance for no longer than to obtain permanent housing. The rental assistance can be tied to the recipient or consist of project-based assistance that can “float” within a development serving eligible recipients. Housing relocation and stabilization services can also be provided consisting of financial assistance or services. Financial assistance is rental application fees, security deposits, last months rent, utility deposits, utility payments and moving costs. Financial services can include housing search and placement, housing stability case management, landlord-tenant mediation, legal services, and credit repair. In program year 2019 the City used Emergency Solutions Grant funding to provide rapid rehousing for 45 households. ESG supported street outreach services to 1,093 persons. Emergency shelters supporting 4,291 persons in 4,055 households were provided with rehabilitation improvements.

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

Actions taken to address the needs of public housing

In the past the City has contributed CDBG funding to the Minneapolis Public Housing Authority (MPHA) for improvements to the housing inventory and support for resident initiatives. Funding for resident participation enables resident councils to promote resident citizen participation in the review of public housing programs, policies and community building activities. Federal funding reductions realized for the 2011 program year eliminated the use of CDBG for rehabilitation programming at MPHA public housing, and through 2012, remaining CDBG dollars funded additional rehabilitation work on two MPHA single family scattered site residences. Due to budget cuts there were no CDBG funds provided to MPHA and no accomplishments to report since 2013. The City does coordinate with the MPHA to site project-based vouchers in city-assisted affordable housing developments. The number of projects supported by the city that had section 8 project-based vouchers is 3 projects with 60 project-based vouchers. An example is the Minehaha Commons project which is a 44-unit special needs housing development for seniors exiting homelessness.

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

The MPHA will continue its work in supporting public housing resident involvement and participation in agency activities that impact residents and their homes. MPHA will work with established resident councils and representation systems such as its resident committees including, Resident Advisory Board, Tenant Advisory Committee, Security Advisory Committee and the Maintenance, Modernization and Management Committee to support this goal.

Actions taken to provide assistance to troubled PHAs

The local PHA, Minneapolis Public Housing Authority is not considered a troubled PHA.

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)

Minneapolis is sensitive to the effects that public policies have on the cost of housing, or serve to dissuade development, maintenance or improvement of affordable housing. Although some of the barriers to the cost of producing affordable housing are beyond the control of local government, it is hoped that city policies do not create more barriers. The city works to establish positive marketing strategies and program criteria increasing housing choices for households with limited incomes, to provide geographical choice in assisted housing units, and to improve the physical quality of existing affordable housing units. As of 2018, the Minneapolis Civil Rights Ordinance prohibits discrimination against Housing Choice Vouchers (also known as “Section 8”) as a form of income for tenants seeking housing in the city. The City has adopted and implemented policies to provide lifecycle housing throughout the City, providing all residents with safe, quality and affordable housing, as a priority, in cooperation with public and private partners.

In the area of regulatory controls, the city has administratively reformed its licensing and examining boards to ensure objectivity and eliminate unnecessary regulation in housing development. The city continues to update unnecessary regulation in housing development. The city no longer limits the pool of contractors that can enter the city to facilitate housing development, which encourages a more competitive pricing environment.

In response to other regulatory controls and life safety issues that may affect the cost of affordable housing, the city’s housing agency continues to work with various regulatory departments to cancel special assessments and outstanding water charges on properties during the acquisition process. Construction Code Services waives the deposit on condemned buildings when the housing agency or the county requests to rehabilitate these buildings. The Minnesota Conservation Code has given the building official the opportunity to extend greater discretion when rehabilitating existing buildings.

The City’s land acquisition programs, (Higher Density Corridor Housing Program for multifamily housing projects and Capital Acquisition Revolving Fund for mixed-use projects) address a key barrier to affordable housing – the need to assemble sites for development. These initiatives allow the city to gain control of land for disposition to developers for affordable and mixed-income development on the city’s corridors, creating a critical linkage between affordable housing, jobs and transit.

The Department of Regulatory Services works to facilitate the rehabilitation of vacant homes through the Restoration Agreement program. These agreements suspend or hold in abeyance the Vacant Building Registration fee in exchange for completing the rehabilitation in a timely manner. In addition, this process pairs property owners with an inspector who is able to help them through the rehabilitation

process. Through the suspension of fees and the assistance of staff, this program makes it easier for low to moderate income property owners to rehabilitate and reoccupy vacant homes in Minneapolis.

In the area of Zoning, the City of Minneapolis in 2018 passed its updated Comprehensive Plan, the document that drives land use and zoning throughout the City for the next ten years (2019-2029). The 2040 Comprehensive Plan addresses barriers to developing affordable housing by elimination of restrictive zoning codes in residential areas. In 2019, the Minneapolis City Council voted to make inclusionary zoning permanent.

With the onset of COVID-19, the loss of income for residents has affected their ability to retain housing. In response, the City is helping residents in the form of rental assistance and other measures.

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

Consolidated Plan resources to address priority needs are identified in the city goals of 1) Sustainable Affordable Housing; 2) Community Economic Development; and 3) Safe, Equitable, Livable Environment. The City has sought additional funding for both its entitlement resources and complementary funding efforts. For example, the City holds a Promise Zone designation and is working on focusing leveraged resources for the communities within the zone, the City also continues to maintain and grow its lead reduction efforts through competitive HUD grants.

In areas of public services and public facilities, the City still seeks to address its priority areas. Over the past several years national CDBG budgets have been reduced which has reduced funding available for Public Services (up to 15 percent of CDBG can be used on public service programming). Annually the City budgets the maximum of 15 percent of its CDBG grant for public services to address the needs of its residents.

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

The City has worked for years to institute a comprehensive lead-based paint strategy to address the issue of lead hazards in the city's housing stock with the goal of eliminating these hazards from the overall City Housing stock. The City may not realistically be able to reach the goal of zero poisoned children; however, it will continue to sustain its goal through partnerships with rehab agencies, education, enforcing current lead law and community engagement. In 2014 the State changed the definition of when the City was allowed to respond to lead poisoning from 10ug/dl to 5ug/dl to align with the Center for Disease Controls change in level of concern.

The City of Minneapolis has taken a two pronged approach towards the goal of eliminating childhood lead poisoning. In 2018 the elevated blood lead (EBL) response program performs risk assessments, writes corrective orders and issues administrative citations for non-compliance for all homes where a child with an EBL of > 5ug/dl resides. The program also combines CDBG funds with a HUD lead hazard

control grant which is performing risk assessments and making properties lead safe in a targeted neighborhoods traditionally high for lead poisoning. Using resources from the City, Hennepin County and HUD, this office addresses lead-based paint hazards through:

- Identification and mitigation of lead hazards from units occupied by children with elevated blood lead levels.
- Education and outreach to the parents/guardians of children most impacted by lead hazards in dwellings.
- Lead-based paint hazard awareness training for housing inspectors and education materials on the disclosure rules and lead safe work practices distributed to rental property owners.
- Prevention of lead poisoning by incorporating lead hazard reduction into the maximum numbers of dwelling units undergoing rehabilitation activities.

These efforts have seen the level of child screening for lead vary over time while at the same time the number of children diagnosed with an elevated blood lead level has decreased.

In 2019, under the City's Childcare Facilities Loan & Grant program, 2 home daycares were made lead-safe using interim controls and abatement methods. In the City's Lead Hazard Reduction Program, CDBG funds were used for lead risk assessments, clearances, or rehab activities on 104 properties (60 rental properties and 44 owner households), all of which were properties belonging to households at or below 80% of the Area Median income.

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

The City of Minneapolis continued its efforts to reduce the number of poverty-level families in the city through focusing its development resources on programs and activities that facilitate the creation or retention of job opportunities.

Improved housing and human development activities are essential components of the City's anti-poverty strategy. Various programs are utilized by the City in this effort, including among others CPED programs and initiatives of the Minneapolis Public Housing Authority. In areas of economic development, the City has worked with private and non-profit partners to create an environment to develop opportunities for residents to leave poverty through workforce and business development assistance.

Businesses provided with public funds for economic assistance from the City are required to post job openings with the City's Employment and Training Program in an attempt to link City residents with these jobs. In PY 2019, CDBG supported vocational training incentive efforts assisted 286 adults in obtaining private sector, permanent jobs.

The City also funds programs that prepare youth for their future by equipping them with job and career building skills. Youth employment training programs funded through CDBG public service funds enabled 147 youth to receive job training skills and experience in PY 2019 through summer youth job training.

The City works to clean up polluted industrial sites in order to attract new light industrial businesses, or to site new housing or commercial development opportunities. Minneapolis CPED is the key public agency in coordinating the cleanup of sites. Funding assistance is received from the Environmental Protection Agency, the Minnesota Pollution Control Agency and Department of Trade and Economic Development, the Metropolitan Council and other local sources. The benefits to Brownfield's redevelopment is an increase in the tax base, provision of job opportunities to city residents, improvement in the environment, and recycling of city land to productive uses.

The City addresses economic development needs by providing business development assistance. Recognizing that jobs paying a living wage and strong, growing, local businesses are the cornerstone of economic stability in the Central Business District and neighborhood business districts throughout the City, the City of Minneapolis' CPED provides assistance to businesses with identifying locations for expansion or relocation and understanding and navigating various city regulatory processes, and establishes business-to-business connections in key economic sectors. CPED also funds local business organizations to provide assistance to entrepreneurs and small businesses with developing a business plan, accounting, marketing, merchandising and gaining access to capital. The City has a number of business financing programs for purchasing equipment and property, real estate development and tenant improvements, working capital and micro loans. CDBG supported 150 of these small businesses through neighborhood-based technical assistance.

In 2017, the City of Minneapolis City Council approved a municipal minimum wage ordinance that requires large employers to pay Minneapolis workers \$15 an hour in five years and gives small employers seven years to reach the target wage. Increasing the municipal minimum wage is one tool that the city has used to assist in reducing the number of Minneapolis families living in poverty.

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

The institutional structure through which the city carries out its housing and community development plan consists of public, private and nonprofit partners. The primary public entities are the city of Minneapolis, the Minneapolis Public Housing Authority, Hennepin County, and the Minnesota Housing. Nonprofit organizations include nonprofit developers and community housing development organizations, the Family Housing Fund, and the Funder's Council. Private sector partners include local financial institutions, for-profit developers and the foundation community.

These partnerships have allowed the city to realize progress on its housing and community development work. However, much remains to be done especially in the area of delivering the benefits of progress equitably throughout the community. Communities of color and very low-income continue to realize unequal outcomes in housing and service delivery compared with the broader community. How institutional actors work to address these gaps will be a focus of the city over this five year planning cycle.

Actions taken to enhance coordination between public and private housing and social service

agencies. 91.220(k); 91.320(j)

The institutional structure through which the City carries out its housing and community development plan consists of public, private and nonprofit partners. Many have worked with and supported the city in carrying out the affordable and supportive housing strategy for the community.

The primary public entities are the City of Minneapolis, Minneapolis Community Planning and Economic Development (CPED), the Minneapolis Public Housing Authority (MPHA), Hennepin County, and the Minnesota Housing Finance Agency. Nonprofit organizations include nonprofit developers, community housing development organizations, and the Family Housing Fund. The federal government and the state are key funding source for rental and ownership housing projects. Local funds are available for housing and non-housing activities. Private sector partners such as local financial institutions, community development finance institutions, for-profit developers, faith-based organizations and the philanthropic community continue to be valuable in assisting Minneapolis meet its housing and community development goals and strategies.

The City works with these partners to design programs that effectively work to better the conditions present in the city. However, gaps in program delivery still occur whether through funding shortfalls, differing timetables, and contrary regulations. The City seeks to resolve these gaps through its commitment to its institutional relationships evidenced by its close working relations with its partners. The city will continue to meet with and inform its partners of its housing and community development needs, goals and strategies as well as strengthen interagency program coordination.

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

According to the Minneapolis Department of Civil Rights, during the 2019 program year, 28 fair housing discrimination complaints were filed with the city. Of that number, 7 cases were closed prior to the filing of a charge; 15 resulted in a charge filing; and 6 remain at the preliminary investigation stage.

Actions undertaken to address identified impediments in the 2014 Regional Analysis of Impediments to Fair Housing and its 2017 Addendum is found in the appendix.

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

The City Grants Office within the Finance and Property Services Department provides overall assurance that Consolidated Plan grant programs implemented through the City, its Subrecipient programs, and other community-based organizations are being carried-out as required. Each department who manages grant-funded programming is responsible for monitoring their respective program activity for compliance with City, OMB, and HUD program standards. The Grants Office will monitor these activities in cooperation with the department implementing Consolidated Plan programming.

Programmatic, regulatory and contract compliance is achieved through the City's administrative structure, its offices of contract management, and through the Grants Office. Structured reviews are conducted on-site to ensure consistency with the contract, for determining the adequacy of program performance and to ensure that reported information is accurate. The Grants Office monitors for program compliance and performance, as well as provide technical assistance to grant-funded program managers. This framework allows for an effective oversight of the monitoring and technical assistance process. This communication link, together with guidance offered from the Minneapolis HUD Field Office, provides the capacity to identify potential risk. The Grants Office uses a monitoring checklist which includes standard HUD monitoring guidelines; the Finance department monitors compliance using a checklist specific to minimum standards determined by the City, State and Federal government. If potential issues of non-compliance are identified a corrective action is implemented based on City policy to prevent continuance of a violation and to mitigate adverse effects of violation.

The objectives of the City's monitoring system are, to satisfy the statutory requirements of grantor agencies, to assist contractors in properly administering grant-funded programs implemented on behalf of the City, to minimize the City's liability by identifying and correcting major program deficiencies before they result in financial penalties and/or funding sanctions, and to provide City management and grantor agencies with performance information to guide them in making future funding decisions (i.e. verify the quantity and assess the quality of the services being delivered).

HOME is a critical source of funding in several of the City's affordable housing programs managed through CPED. A third-party contracted provider monitors all HOME-funded rental projects, including on-site property and property management file inspections, on at least an annual basis to verify compliance with HOME requirements including tenant income, rent restrictions, unit mix and occupancy, lease provisions, and affirmative marketing.

The Civil Rights Department monitors City-funded projects (including HOME) through its Contract

Compliance unit for Davis Bacon and Section 3 and sets development participation goals for women/minority-owned businesses through its Small and Underutilized Business Program.

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 2019 CAPER was made available for a 15-day review period before its August 31, 2020 submission to HUD. The City's Consolidated Plan citizen participation plan encourages the inclusion of all City residents throughout the Consolidated Plan development process--especially low-income residents who are the primary clients for HUD programs, non-profit organizations and other interested parties. At least three public hearings are held each year to address housing and community development needs, development of proposed activities, and review of program performance.

To ensure broad-based participation, extensive communication efforts are used during the implementation of the City's Consolidated Plan citizen participation plan. A mailing distribution list of approximately 200 names is revised continuously. The list includes public, private and social service agencies and individuals requesting notification of Consolidated Plan meetings, hearings and materials. Public notices for public hearings are published in Finance and Commerce, following City notification practices. The various printed notices notify where copies of the Consolidated Plan and CAPER are available and invite persons to either speak at the public hearings and/or submit written comments. Public hearings are accessible and sign language interpretation is available for public hearings.

The public comment period for the 2019 CAPER was August 12-26, 2020. The City's Housing Policy and Development Committee held a public hearing on the 2019 CAPER on August 20, 2020. Comments received during the comment period or at the public hearing are to be included in the final CAPER provided to HUD.

Normally, copies of the draft CAPER would be made available at the Office of Grants & Special Projects, Community Planning and Economic Development, Hennepin County Public Libraries located in the City of Minneapolis, Mid-Minnesota Legal Aid offices and upon request. However, due to the COVID-19 pandemic, physical copies will not be available. The draft report was posted at the following website: www.minneapolismn.gov/grants. Digital copies of the final 2019 CAPER submitted to HUD on August 31, 2020 are available for public review by emailing Matthew Bower at matthew.bower@minneapolismn.gov who manages the Office of Grants & Special Projects (301M City

Hall) or Dustin Leslie at dustin.leslie@minneapolismn.gov, upon request and when approved by HUD, posted on the above noted website.

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 programming objectives have been made

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.

The City of Minneapolis contracts with Affordable Housing Connections, Inc. (AHC) to provide ongoing compliance monitoring of its HOME funded rental projects. The current contract between the City and AHC runs through December 2020.

During calendar year 2020, AHC will review a total of 64 annual reports (CHART) for HOME compliance. A CHART, or Consolidated Housing Annual Reporting Tool, collects move in/move out, income and rent information of each household residing in a HOME unit in a HOME assisted property.

If a HOME assisted property is due for a site visit as dictated by its inspection schedule, AHC will review at least 20% (minimum of 4, or all if less than 4 HOME units) of the tenant files of HOME assisted units. A tenant file review consists of reviewing the documentation provided by the tenant household and the information collected and verified by the owner/manager to determine if the household is income eligible under the HOME Program. Leasing documents and rent ledgers are also reviewed to determine that gross rents are within the HOME rent limits.

Due to COVID-19, physical inspections of occupied HOME assisted units is postponed until it is safe for all parties involved, mainly management and the residents. AHC does have a process in place to conduct inspections of vacant units using the Zoom platform. However, there have not been enough vacant HOME units to efficiently conduct virtual inspections. AHC will continue working with management companies to gather vacancy information and schedule virtual inspections where and when appropriate. Once it is safe to enter occupied units, AHC will work with management companies to schedule unit inspections either in person or virtually.

At the completion of the 2020 inspection season, AHC will have completed 55 site visits and reviewed the tenant files of 235 of the 699 Minneapolis HOME units due for a site visit for PY2019. It is AHC's goal to have all unit inspections completed by 12/31/2020 either virtually or in person. If it is not safe to do so, AHC will make every attempt to complete unit inspections in a timely manner.

Three HOME assisted projects completed HOME POAs in 2019 and one completed its HOME POA in the first quarter of 2020. If these projects are found to be compliant, AHC will recommend releasing these projects of their HOME obligations.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units.

92.351(b)

Prior to properties being held open to the public, CPED-contracted marketing agents mail out information to their mailing lists. In addition, properties are advertised for sale in various community newspapers as well as the Minneapolis Star Tribune and marketing signs on the property. Open houses are held allowing prospective buyers a review of the home interiors. All buyers are given the option of being represented by their choice of agent, who is paid by seller at time of closing. All interested in purchasing a property may submit purchase offers with accompanying documentation by a specified date. When multiple offers are received, an impartial in-house lottery is used to rank order offers.

Affirmative marketing actions and outreach to minority- and women-owned businesses continue to be performed in a satisfactory manner. It indicates continued efforts on the parts of owners to affirmatively market available units.

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

The city expended \$539,695.03 of HOME program income in support of 5 projects in 2019. Three single family homes projects are currently in progress and under new construction to be sold to a HOME-qualified homebuyer. Two multifamily projects were completed during the program year. The Louis Apartments were completed with 6 HOME units and the Great River Landing Apartments were completed with 13 HOME units. Another \$145,265.40 of HOME program income was used for administration.

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)

The City continues to pursue the following actions for the development of rental housing to grow the population and to have no net loss of affordable housing across all income levels. City housing policy is the positive gain on affordable housing units through:

- Annually seeking to create more units affordable at 30-60% of Area Median Income (AMI) through new construction/positive conversion than the number of habitable units affordable to 30-60% of AMI that are demolished as a result of City sponsored projects.
- Funding housing programs serving those above 60% of Area Median Income shall continue and those programs will remain a vital part of the City's housing policy.
- Twenty percent (20%) of the units of each City assisted housing project of ten or more units will be affordable to households earning 60% or less of the Area Median Income. It is understood that these affordable units may include any mix of rental and/or homeownership, and can be located on the

project site or anywhere within the City of Minneapolis.

- Projects which utilize any funding from the Affordable Housing Trust Fund (CDBG/HOME) must have 20% of the housing units available to households at or below 50% of area median income.

In the past year the City has provided financing for the development and preservation of affordable ownership housing by;

- Preserving and improving the physical condition of existing ownership housing through home improvement offerings.
- Supporting in-fill development of new three or more bedroom houses for large families through a combination of construction gap financing and affordability loans.
- Promoting and supporting first-time homeownership opportunities and outreach for traditionally underserved populations.

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	0	0
Tenant-based rental assistance	140	124
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	36	40
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0	0

Table 12 – HOPWA Number of Households Served

Narrative

City of Minneapolis HOPWA resources are designated for the provision of tenant-based rental assistance, client advocacy and case management services, based on the needs identified by responses to its annual request for proposal (RFP) and by the recommendations from the MN HIV Housing Coalition. Project Sponsors under the grant are the Metropolitan Council HRA, JustUs Health and Clare Housing. Periodically, HOPWA entitlement funding is provided for capital projects developing permanent housing units. In program year 2019, 124 households with persons with HIV/AIDS were supported with HOPWA grant funding for rental assistance. Additionally, the City provides HOPWA supportive services funding to the Marshall Flats housing project which served 40 individuals in 2019.

The City of Minneapolis works with project sponsors, funding partners and the Minnesota HIV/AIDS Housing Coalition to identify and develop its funding plans and priorities for HOPWA expenditures. The need to obtain or keep affordable housing is great, and the programming design for HOPWA assistance helps meet the housing needs of families and persons with HIV/AIDS. Stable housing situations are often second only to health care in importance for this population – and it is widely asserted that “housing is healthcare.” JustUs Health and Metropolitan Council Housing and Redevelopment Authority (Metro HRA) coordinate to offer continued rental assistance to persons with HIV/AIDS when they expire their time limits in JustUs Health’s transitional housing program. Clare Housing provides community located

permanent housing units and supportive services for these units.

More information on HOPWA accomplishments is found in the HOPWA CAPER in the appendix.

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	MINNEAPOLIS
Organizational DUNS Number	066530411
EIN/TIN Number	416005375
Identify the Field Office	MINNEAPOLIS
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Minneapolis/Hennepin County CoC

ESG Contact Name

Prefix	Mr
First Name	MATTHEW
Middle Name	A
Last Name	BOWER
Suffix	0
Title	Manager Resource Coordination

ESG Contact Address

Street Address 1	350 South Fifth St.
Street Address 2	307M City Hall
City	Minneapolis
State	MN
ZIP Code	-
Phone Number	6126732188
Extension	0
Fax Number	0
Email Address	matthew.bower@minneapolismn.gov

ESG Secondary Contact

Prefix	Ms
---------------	----

First Name Tiffany
Last Name Glasper
Suffix 0
Title Senior Project Coordinator
Phone Number 6126735221
Extension 0
Email Address tiffany.glasper@minneapolismn.gov

2. Reporting Period—All Recipients Complete

Program Year Start Date 06/01/2019
Program Year End Date 05/31/2020

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

Subrecipient or Contractor Name: SALVATION ARMY (MINNEAPOLIS)
City: Minneapolis
State: MN
Zip Code: 55403, 1309
DUNS Number:
Is subrecipient a victim services provider: N
Subrecipient Organization Type: Faith-Based Organization
ESG Subgrant or Contract Award Amount: 0

Subrecipient or Contractor Name: CATHOLIC CHARITIES
City: Minneapolis
State: MN
Zip Code: 55404, 1604
DUNS Number: 108504168
Is subrecipient a victim services provider: N
Subrecipient Organization Type: Faith-Based Organization
ESG Subgrant or Contract Award Amount: 0

Subrecipient or Contractor Name: ST. STEPHEN'S HUMAN SERVICES

City: Minneapolis

State: MN

Zip Code: 55404, 3315

DUNS Number: 607313850

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Faith-Based Organization

ESG Subgrant or Contract Award Amount: 0

Subrecipient or Contractor Name: The Bridge for Youth

City: Minneapolis

State: MN

Zip Code: 55405, 2705

DUNS Number: 097091243

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 0

Subrecipient or Contractor Name: Institute for Community Alliances

City: Minneapolis

State: MN

Zip Code: 55404,

DUNS Number: 046826826

Is subrecipient a victim services provider: N

Subrecipient Organization Type: Other Non-Profit Organization

ESG Subgrant or Contract Award Amount: 0

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	0
Total Number of bed-nights provided	0
Capacity Utilization	0.00%

Table 24 – Shelter Capacity

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

The following ESG performance standards for evaluation are approved by the Heading Home Hennepin Continuum of Care and are reviewed and revisited by the Continuum of Care periodically.

Street Outreach

- ◆ HMIS data will be entered in accordance with local HMIS data quality policies on timeliness, completeness and accuracy, per the community’s Data Quality Plan
 - Timeliness
 - Workflow
- ◆ At least 50% of persons contacted and who are eligible for the street outreach project, will be engaged within 30 days of initial contact by the outreach team
- ◆ All clients who become engaged will be offered a coordinated entry assessment completed within 30 days of their date of engagement^[1]
- ◆ At least 50% of engaged Street Outreach clients will be referred to a housing program within 90 days of their date of engagement, including:
 - emergency shelter
 - transitional housing
 - permanent housing, including permanent supportive housing

Emergency Shelter

- ◆ HMIS data will be entered in accordance with local HMIS data quality policies, per the community’s Data Quality Plan
- ◆ After 14 days, 100% of emergency shelter clients should be connected to the coordinated entry system to ensure that they are assessed.

^[1] Per the 2017 HMIS Data Standards, the date of engagement is defined as: “...the date when an interactive client relationship results in a deliberate client assessment or beginning of a case plan.”

(<https://www.hudexchange.info/resources/documents/HMIS-Data-Standards-Manual.pdf>)

- ◆ Single adult emergency shelter clients (persons 18 years of age and older) should be offered a referral to the local coordinated entry system within 45 days of their entry into the emergency shelter
- ◆ Decrease length of time homeless: 1047 days (baseline – decrease over time)
- ◆ Increase exits to stable housing (TH, PSH, RRH): 7.2% (baseline – increase to 10%)

Rapid Re-housing

- ◆ HMIS data will be entered in accordance with local HMIS data quality policies, per the community's Data Quality Plan
- ◆ Exits to Permanent destinations: Permanent Housing Exits > 84 %
- ◆ Maintain or increase Employment Income: Qualifying adult participants > 41%
- ◆ Maintain or increase Non-Employment Income: Qualifying adult participants > 53%
- ◆ Maintain or Increase Total Income: Qualifying adult participants > 78%
- ◆ Number of days from program start to housing move in date 54 days

Homelessness Prevention

- ◆ HMIS data will be entered in accordance with local HMIS data quality policies, per the community's Data Quality Plan
- ◆ No shelter entry within 6 months > 97%
- ◆ No shelter entry within 12 months > 95%
- ◆ Reduce First time homeless

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
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		
	2017	2018	2019
Expenditures for Rental Assistance	51,165	276,136	70,841
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
Subtotal Rapid Re-Housing	51,165	276,136	70,841

Table 26 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Essential Services	0	0	0
Operations	0	0	0
Renovation	0	0	0

Major Rehab	398,640	175,086	0
Conversion	0	0	0
Subtotal	398,640	175,086	0

Table 27 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Street Outreach	39,769	150,000	84,165
HMIS	0	18,442	0
Administration	33,422	39,415	26,744

Table 28 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2017	2018	2019
	522,996	659,079	181,750

Table 29 - Total ESG Funds Expended

11f. Match Source

	2017	2018	2019
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	0	0
Local Government	0	0	0

Private Funds	0	0	0
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
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	2017	2018	2019
	522,996	659,079	181,750

Table 31 - Total Amount of Funds Expended on ESG Activities



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.

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

PART 7: Summary Overview of Grant Activities

- A. Information on Individuals, Beneficiaries and Households Receiving HOPWA Housing Subsidy Assistance (TBRA, STRMU, PHP, Facility Based Units, Master Leased Units ONLY)
- 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 2 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 MNH19-F001		Operating Year for this report From (mm/dd/yy) 06/01/2019 To (mm/dd/yy) 05/31/2020		
Grantee Name City of Minneapolis				
Business Address		350 S. Fifth Street, 301M City Hall		
City, County, State, Zip		Minneapolis	Hennepin	MN 55415
Employer Identification Number (EIN) or Tax Identification Number (TIN)		41-6005375		
DUN & Bradstreet Number (DUNs):		066530411	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:	
Congressional District of Grantee's Business Address		MN-005		
*Congressional District of Primary Service Area(s)		N/A		
*City(ies) and County(ies) of Primary Service Area(s)		Cities: N/A		Counties: N/A
Organization's Website Address www.minneapolismn.gov		Is there a waiting list(s) for HOPWA Housing Subsidy Assistance Services in the Grantee Service Area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section what services maintain a waiting list and how this list is administered.		

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

2. Project Sponsor Information

Please complete Chart 2 for each organization designated or selected to serve as a project sponsor, as defined by 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 Clare Housing		Parent Company Name, if applicable N/A	
Name and Title of Contact at Project Sponsor Agency		Michele Boyer, Director of Supportive Housing	
Email Address		Michele.boyer@clarehousing.org	
Business Address		929 Central Ave NE	
City, County, State, Zip,		Minneapolis, Hennepin County, MN 55413	
Phone Number (with area code)		612-236-9526	
Employer Identification Number (EIN) or Tax Identification Number (TIN)		41-1794924	Fax Number (with area code) 612-236-9520
DUN & Bradstreet Number (DUNs):		92-782-0233	
Congressional District of Project Sponsor's Business Address		MN-005	
Congressional District(s) of Primary Service Area(s)		MN-005	
City(ies) and County(ies) of Primary Service Area(s)		Cities: Minneapolis	Counties: Hennepin
Total HOPWA contract amount for this Organization for the operating year		\$180,589	
Organization's Website Address		www.clarehousing.org	
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		Does your organization maintain a waiting list? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

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 Metropolitan Council and Redevelopment Authority		Parent Company Name, if applicable State of Minnesota	
Name and Title of Contact at Project Sponsor Agency	Tammy Wiger, Program Operations Supervisor		
Email Address	Tammy.wiger@metc.state.mn.us		
Business Address	390 Robert St N		
City, County, State, Zip,	St. Paul, Ramsey County, MN 55101		
Phone Number (with area code)	651-602-1600		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	41-6008898	Fax Number (with area code) 651-602-1313	
DUN & Bradstreet Number (DUNs):	030018576		
Congressional District of Project Sponsor's Business Address	MN-004		
Congressional District(s) of Primary Service Area(s)	MN-002, MN-003, MN-004, MN-005, MN-006		
City(ies) and County(ies) of Primary Service Area(s)	Cities: Anoka, Columbia Heights, Coon Rapids, Fridley, Ramsey, Chaska, Carver, Chanhassessn, Waconia Eagan, Burnsville, Apple Valley, Hastings, Lakeville, Rosemount, Farmington, Inver Grove Heights, West St Paul, South St Paul, Mendota Heights, Bloomington, Brooklyn Park, Brooklyn Center, Crystal, Hopkins, Maple Grove, Minneapolis, Richfield, Robbinsdale, St. Louis Park, Edina, Eden Prairie, Plymouth, Golden Valley, New Hope, Minnetonka, Maplewood, New Brighton, St. Paul, White Bear Lake, Roseville, Arden hills, Vadnais Heights, Falcon Heights, North Oaks, Shoreview, Prior lake, Shakopee, Savage, Belle Plaine, Jordan, New Prague, Mahtomedi, Stillwater, Woodbury, Cottage Grove, Lake Elmo, Forest Lake, Oakdale, Mahtomedi, Hugo	Counties: Anoka, Hennepin, Ramsey, Washington, Dakota, Scott, Carver	
Total HOPWA contract amount for this Organization for the operating year	\$542,000		
Organization's Website Address	www.metropolitancouncil.org		
Is the sponsor a nonprofit organization? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

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 JustUs Health		Parent Company Name, if applicable N/A	
Name and Title of Contact at Project Sponsor Agency		Asneth Omare, Director of Client Services	
Email Address		Asneth.omare@justushealth.org	
Business Address		2577 Territorial Rd.	
City, County, State, Zip,		St. Paul, Ramsey County, MN 55114	
Phone Number (with area code)		612-341-2060	
Employer Identification Number (EIN) or Tax Identification Number (TIN)		41-1524746	Fax Number (with area code) 612-341-4057
DUN & Bradstreet Number (DUNs):		15446111743	
Congressional District of Project Sponsor's Business Address		MN-004	
Congressional District(s) of Primary Service Area(s)		MN-002, MN-003, MN-004, MN-005, MN-006, WI-003, WI-007	
City(ies) and County(ies) of Primary Service Area(s)		Cities: Anoka, Columbia Heights, Coon Rapids, Fridley, Ramsey, Apple Valley, Burnsville, Eagan, Inver Grove Heights, South Saint Paul Minneapolis, Richfield, Robbinsdale, St Louis Park Maplewood, New Brighton, St Paul, White Bear Lake Prior Lake, Hudson, Mahtomedi	Counties: Sherburne, Isanti, Chisago, Wright, Anoka, Hennepin, Ramsey, Washington, Dakota, Scott, Carver Wisconsin Counties: St Croix, Pierce
Total HOPWA contract amount for this Organization for the operating year		\$575,000	
Organization's Website Address www.justushealth.org			
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		Does your organization maintain a waiting list? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

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.*

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.

With the opening and operation of Marshall Flats, the City of Minneapolis awarded additional HOPWA dollars allowing for the provision of core supportive services to 40 very low-income people living with HIV/AIDS at the facility. Relating to the Minnesota HIV Housing Coalition's goal of developing more affordable housing units for low-income persons with HIV, the completion of Marshall Flats' 36 units brings the number of HIV-specific housing units in Minneapolis to 159 subsidized units. Funding for tenant-based rental assistance continues to be a priority of Minneapolis and the HIV Housing Coalition to assist eligible households with housing options centered on geographic presence and client preferences. This program option served 124 households over the year. Challenges to achieving these results continue to be the tight housing market meaning it takes longer and longer to get TBRA clients housed. Where it used to take 2 months to get a household into housing, with current market area rents, that is now 3-4 months for a client to obtain housing.

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.

In JustUs Health's Transitional Housing Program, 96% of clients maintained contact with their HIV Medical Case Manager, 100% of clients-maintained contact with their HIV Physician and 94% of clients maintained their medical insurance though THP clients are not denied services if they do not engage in medical care, case management or other services. The program continues to coordinate services with clients' HIV medical case manager, medical providers and benefits counselors so that appropriate interventions take place to assist clients in maintaining their housing and meeting their health goals.

In FY 2019-20 more than 95% of THP clients stated that they were satisfied with their current housing, and felt confident they could work out problems with their landlords and maintain current housing.

Currently 100% of current participants in the Metropolitan Council HRA Housing Assistance Payments (HAP) program have maintained their housing for one year or more. Further, 19% of total participants have an adult(s) in the household that are employed. All participants are encouraged and guided through JustUs Health when on the Temporary Housing Program (THP) to apply for any programs or income sources they qualify for, such as SSI, Food Support, etc. By working with participants to obtain all benefits they qualify

for, Metropolitan Council HRA can keep HAP payments at a minimum and assist more households than the project funding identifies.

The new TBRA programming expansion with Clare Housing Scattered Site program leased up ten households in the seven-county metropolitan area. Preference was to households whose incomes do not exceed 50% of the area median income – all ten of the households are extremely low income and under 30% area median income. Regarding program evaluation, 100% of residents are linked and retained in care. 90% (9/10) of heads of households had undetectable viral loads. At Marshall Flats 100% of residents are linked up with and retaining health care services.

With the Marshall Flats supported services project, a total of 40 low-income, formerly homeless HIV+ clients were served in a building which is a newly constructed (2017) and provides a safe, decent, and stable living environment. Clare Housing provided 24/7 supportive services which assists clients in stabilizing their housing longevity in the program and enhance the health and wellness of clients. During the reporting year, only six clients left their housing for another setting. Of an examination of the 34 clients in housing at Marshall Flats on 5/31/2020 at the end of the reporting period, 17 of them (50%) have lived there since the building opened in the summer of 2017 and therefore have 2.5 years of housing stability and counting. Importantly, providing stable affordable housing also provides an opportunity for HIV+ clients to focus their energies on stabilizing and improving their health outcomes. In this reporting period, 92% of all clients served at Marshall Flats had undetectable HIV viral loads and that same 92% saw their HIV physician/provider during the reporting year. These outcomes exceed goals of a 90% rate on those two markers.

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.

All Project Sponsors continue to leverage community resources to provide a full array of supportive service and housing coordination options to assisted households. JustUs Health has committed leveraged funding from Hennepin County that supports the THP program. The leveraged funds support administrative and support positions and pay for other costs not allowable under HOPWA funding allowing for the provision of comprehensive services to THP clients. In addition, in partnership with Hennepin County – Ryan White Program, in the last 3 years JustUs Health has increased the number of RWP-funded THP units from ten (10) in 2016 to 60 in 2020. While in THP, the client and their assigned Housing Specialist work to apply for section 8 vouchers and public housing waitlists that come open. We have an established Memorandum of Understanding with Metro HRA that manages long term HOPWA funds in the metropolitan area. The agency also works with St Paul Public Housing (PHA) and Mental Health Resources to get clients into units funded by long-term housing subsidies and vouchers. Recent partnerships with St. Paul PHA and Mental Health Resources allowed for 25 clients to transition to long term subsidies. All THP clients are required to have a HIV Medical Case Manager to provide support services while in the program and to ease transition off the program at discharge. The Housing Specialists also work with landlords, supportive housing projects and other providers to help enhance the housing opportunities for clients. Housing Specialists also refer clients to other housing support services like Bridging and Salvation Army for furniture and household items; The Aliveness Project for services such as onsite meals, food shelf and complementary care, Open Arms for home delivered meals, and other community organizations for telephone, economic and energy assistance as well as other community food shelves.

The HIV system in the Twin Cities is extensive and comprehensive and Housing Specialists and HIV Medical Case Managers successfully coordinate services both within the system as well as the corrections, mental health/chemical dependency, and child welfare systems to assist clients in meeting their needs.

Marshall Flats continued to utilize the GRH Demo program for rental assistance and funding for services enhancement for the clients of Marshall Flats.

As another example, Clare Housing coordinated with HIV medical case management programs, clinic social workers, substance abuse treatment discharge workers, etc. to receive referrals in addition to its own waiting list.

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

No specific technical assistance needs are identified by project sponsors at this time, however, the agencies are in discussions on how waiting list information can be furthered coordinated to address placement efficiencies.

c. Barriers and Trends Overview

Provide a narrative addressing items 1 through 3. Explain how barriers and trends affected your program’s ability to achieve the objectives and outcomes discussed in the previous section.

1. Describe any barriers (including regulatory and non-regulatory) encountered in the administration or implementation of the HOPWA program, how they affected your program’s ability to achieve the objectives and outcomes discussed, and, actions taken in response to barriers, and recommendations for program improvement. Provide an explanation for each barrier selected.

Key barriers identified by project sponsors are administrative, resources, and housing market conditions. In terms of administrative issues, the timing of release of HUD grant funding and current practice of an annual request for proposal process has affected agencies ability to efficiently administer their awards. In response, while the community cannot control the release of HUD funding, the City is working to more accurately identify what new resources may be made available and using that as a base amount for award determinations. Beginning with the 2019 grant, the City moved toward allowing for project award renewals for up to three years to provide project sponsors with a more predictable schedule of funding.

With resources the community is recognizing that current funding levels cannot serve as many households as in the past due to the tight housing market and lack of new permanent housing subsidies. The interim strategy is to dedicate more of the increase in the local HOPWA formula base amount to tenant-based rental assistance. Additionally, the community is approaching new housing project developers with dedicating project-based assistance units to HOPWA clientele to reduce reliance on future HOPWA funding to have to be a source for future capital projects.

Housing market conditions are the third barrier. This consists of long waitlists for permanent subsidized housing; adverse housing, credit and legal histories for clients affecting their ability to access housing in an extremely tight rental housing market; and the tight rental housing market itself marked by low vacancy rates, increasing rental rates and limitations on location choice due to affordability. To address this barrier project sponsors work to foster relationships with landlords in the community, which assist in finding

<input type="checkbox"/> HOPWA/HUD Regulations	<input type="checkbox"/> Planning	<input type="checkbox"/> Housing Availability	<input type="checkbox"/> Rent Determination and Fair Market Rents
<input type="checkbox"/> Discrimination/Confidentiality	<input 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 type="checkbox"/> Criminal Justice History
<input type="checkbox"/> Housing Affordability	<input type="checkbox"/> Geography/Rural Access	<input type="checkbox"/> Other, please explain further	

housing for those with poor credit or criminal history.

Finally, the effect of COVID-19 has been a disruption to typical means of communication and meeting with clients. However, through technology and HUD waivers, project sponsors have been able to maintain contact with clients and as of June 2020 be able to start taking in new clients into the programming.

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.

As treatments for HIV continue to improve and result in healthier, longer lives for PLWHA, the need for affordable housing units continues to increase. Many of the new HIV infections (an average of 300 per year in MN for the past several years) occur in low-income, marginalized communities where affordable housing is a tremendous need. Therefore, increased funding and/or partnerships for long-term housing subsidies is needed. It is also known that the population of persons living with HIV and/or AIDS has a high prevalence of dual-diagnosis issues such as mental health issues and substance abuse disorders. Addiction issues as well as mental health challenges are at constant interplay when working to achieve housing stability and positive health outcomes with our clients. It is important that supportive housing providers understand and implement trauma-informed principles in delivering services to clients in HIV-specific housing.

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

Project sponsor program evaluations and impact of work on health outcomes of clients are shared with the Minnesota HIV Housing Coalition.

End of PART 1

PART 2: Sources of Leveraging and Program Income

1. Sources of Leveraging

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

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

A. Source of Leveraging Chart

[1] Source of Leveraging	[2] Amount of Leveraged Funds	[3] Type of Contribution	[4] Housing Subsidy Assistance or Other Support
Public Funding			
Ryan White-Housing Assistance			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Ryan White-Other			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Housing Choice Voucher Program			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Low Income Housing Tax Credit			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
HOME			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Continuum of Care			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Emergency Solutions Grant			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public: GRH demo room & board	227,689		<input checked="" type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public: housing supports services funds	176,315		<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: MN DHS HIV services	86,824	Scattered site housing manager salary/benefits	<input type="checkbox"/> Housing Subsidy Assistance <input checked="" type="checkbox"/> Other Support
Other Public: Hennepin County	146,000	Administrative and unallowable HOPWA costs	<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
Private Funding			
Grants			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
In-kind Resources			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Funding			
Grantee/Project Sponsor (Agency) Cash			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Resident Rent Payments by Client to Private Landlord	52,918		
TOTAL (Sum of all Rows)	689,746		

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)	583,149
2.	Resident Rent Payments made directly to HOPWA Program	102,379
3.	Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)	685,528

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	430,054
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	255,474
3.	Total Program Income Expended (Sum of Rows 1 and 2)	685,528

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	140	124			1,104,505	1,039,194
2a.	Permanent Housing Facilities: Received Operating Subsidies/Leased units (Households Served)						
2b.	Transitional/Short-term Facilities: Received Operating Subsidies/Leased units (Households Served) (Households Served)						
3a.	Permanent Housing Facilities: Capital Development Projects placed in service during the operating year (Households Served)						
3b.	Transitional/Short-term Facilities: Capital Development Projects placed in service during the operating year (Households Served)						
4.	Short-Term Rent, Mortgage and Utility Assistance						
5.	Permanent Housing Placement Services						
6.	Adjustments for duplication (subtract)						
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)	140	124			1,104,505	1,039,194
Housing Development (Construction and Stewardship of facility based housing)		[1] Output: Housing Units				[2] Output: Funding	
8.	Facility-based units; Capital Development Projects not yet opened (Housing Units)						
9.	Stewardship Units subject to 3- or 10- year use agreements						
10.	Total Housing Developed (Sum of Rows 8 & 9)						
Supportive Services		[1] Output: Households				[2] Output: Funding	
11a.	Supportive Services provided by project sponsors that also delivered HOPWA housing subsidy assistance						
11b.	Supportive Services provided by project sponsors that only provided supportive services.	36	40			0	84,365
12.	Adjustment for duplication (subtract)						
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)	36	40			0	84,365
Housing Information Services		[1] Output: Households				[2] Output: Funding	
14.	Housing Information Services						
15.	Total Housing Information Services						

Grant Administration and Other Activities		[1] Output: Households				[2] Output: Funding	
16.	Resource Identification to establish, coordinate and develop housing assistance resources						
17.	Technical Assistance (if approved in grant agreement)						
18.	Grantee Administration (maximum 3% of total HOPWA grant)					46,156	26,118
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					83,134	70,827
20.	Total Grant Administration and Other Activities (Sum of Rows 16 – 19)					129,290	96,945
Total Expended						[2] Outputs: HOPWA Funds Expended	
						Budget	Actual
21.	Total Expenditures for operating year (Sum of Rows 7, 10, 13, 15, and 20)					1,233,795	1,220,504

2. Listing of Supportive Services

Report on the households served and use of HOPWA funds for all supportive services. Do NOT report on supportive services leveraged with non-HOPWA funds.

Data check: Total unduplicated households and expenditures reported in Row 17 equal totals reported in Part 3, Chart 1, Row 13.

Supportive Services		[1] Output: Number of <u>Households</u>	[2] Output: Amount of HOPWA Funds Expended
1.	Adult day care and personal assistance		
2.	Alcohol and drug abuse services		
3.	Case management	40	77,511
4.	Child care and other child services		
5.	Education		
6.	Employment assistance and training		
7.	Health/medical/intensive care services, if approved Note: Client records must conform with 24 CFR §574.310		
8.	Legal services		
9.	Life skills management (outside of case management)		
10.	Meals/nutritional services		
11.	Mental health services		
12.	Outreach		
13.	Transportation		
14.	Other Activity (if approved in grant agreement). Specify:		
15.	Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)	40	
16.	Adjustment for Duplication (subtract)		
17.	TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)	40	77,511

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		
b.	Of the total STRMU reported on Row a, total who received assistance with mortgage costs ONLY.		
c.	Of the total STRMU reported on Row a, total who received assistance with mortgage and utility costs.		
d.	Of the total STRMU reported on Row a, total who received assistance with rental costs ONLY.		
e.	Of the total STRMU reported on Row a, total who received assistance with rental and utility costs.		
f.	Of the total STRMU reported on Row a, total who received assistance with utility costs ONLY.		
g.	Direct program delivery costs (e.g., program operations staff time)		

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	124	101	1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing	1	<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing	6	<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy	10	
			6 Institution		<i>Unstable Arrangements</i>
			7 Jail/Prison		
			8 Disconnected/Unknown	6	
			9 Death		<i>Life Event</i>
Permanent Supportive Housing Facilities/ Units			1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing		<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing		<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		<i>Unstable Arrangements</i>
			7 Jail/Prison		
			8 Disconnected/Unknown		
			9 Death		<i>Life Event</i>

B. Transitional Housing Assistance

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

B1: Total number of households receiving transitional/short-term housing assistance whose tenure exceeded 24 months

Section 2. Prevention of Homelessness: Assessment of Client Outcomes on Reduced Risks of Homelessness (Short-Term Housing Subsidy Assistance)

Report the total number of households that received STRMU assistance in Column [1].

In Column [2], identify the outcomes of the households reported in Column [1] either at the time that they were known to have left the STRMU program or through the project sponsor’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	
	Maintain Private Housing without subsidy <i>(e.g. Assistance provided/completed and client is stable, not likely to seek additional support)</i>		<i>Stable/Permanent Housing (PH)</i>	
	Other Private Housing without subsidy <i>(e.g. client switched housing units and is now stable, not likely to seek additional support)</i>			
	Other HOPWA Housing Subsidy Assistance			
	Other Housing Subsidy (PH)			
	Institution <i>(e.g. residential and long-term care)</i>			
	Likely that additional STRMU is needed to maintain current housing arrangements		<i>Temporarily Stable, with Reduced Risk of Homelessness</i>	
	Transitional Facilities/Short-term <i>(e.g. temporary or transitional arrangement)</i>			
	Temporary/Non-Permanent Housing arrangement <i>(e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days)</i>			
	Emergency Shelter/street		<i>Unstable Arrangements</i>	
	Jail/Prison			
	Disconnected			
	Death		<i>Life Event</i>	
	1a. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the prior operating year (e.g. households that received STRMU assistance in two consecutive operating years).			
	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).			

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	124
b. Case Management	56
c. Adjustment for duplication (subtraction)	56
d. Total Households Served by Project Sponsors with Housing Subsidy Assistance (Sum of Rows a and b minus Row c)	124
2. For Project Sponsors did NOT provide HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded service:	
a. HOPWA Case Management	40
b. Total Households Served by Project Sponsors without Housing Subsidy Assistance	40

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	114	40	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)	122	38	Access to Support
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	124	38	Access to Health Care
4. Accessed and maintained medical insurance/assistance	121	40	Access to Health Care
5. Successfully accessed or maintained qualification for sources of income	112	40	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)

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

Column [1]: Of the households identified as receiving services from project sponsors 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	12	15

End of PART 4

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

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

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

Background on HOPWA Housing Stability Codes

Stable Permanent Housing/Ongoing Participation

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

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

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

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

Temporary Housing

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

Unstable Arrangements

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

7 = Jail /prison.

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

Life Event

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

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

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

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

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

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

End of PART 5

PART 6: Annual 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) MNH14F001	Operating Year for this report <i>From (mm/dd/yy) To (mm/dd/yy)</i> <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 Minneapolis	Date Facility Began Operations (mm/dd/yy) 12/02/15

2. Number of Units and Non-HOPWA Expenditures

Facility Name: Clare Terrace	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	\$22,128

3. Details of Project Site

Project Sites: Name of HOPWA-funded project	Clare Terrace
Site Information: Project Zip Code(s)	55422
Site Information: Congressional District(s)	MN-05
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	Michele Boyer, (612) 236-9526, michele.boyer@clarehousing.org 3555 France Ave. N, Robbinsdale MN 55422

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.	124

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	101
New Individuals who received HOPWA Housing Subsidy Assistance support during Operating Year		
2.	Place not meant for human habitation (such as a vehicle, abandoned building, bus/train/subway station/airport, or outside)	2
3.	Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	
4.	Transitional housing for homeless persons	
5.	Total number of new Eligible Individuals who received HOPWA Housing Subsidy Assistance with a Prior Living Situation that meets HUD definition of homelessness (Sum of Rows 2 – 4)	2
6.	Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	
7.	Psychiatric hospital or other psychiatric facility	
8.	Substance abuse treatment facility or detox center	
9.	Hospital (non-psychiatric facility)	
10.	Foster care home or foster care group home	
11.	Jail, prison or juvenile detention facility	
12.	Rented room, apartment, or house	17
13.	House you own	
14.	Staying or living in someone else's (family and friends) room, apartment, or house	4
15.	Hotel or motel paid for without emergency shelter voucher	
16.	Other	
17.	Don't Know or Refused	
18.	TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)	124

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		1

Section 2. Beneficiaries

In Chart a, report the total number of HOPWA eligible individuals living with HIV/AIDS who received HOPWA housing subsidy assistance (as reported in Part 7A, Section 1, Chart a), and all associated members of their household who benefitted from receiving HOPWA housing subsidy assistance (resided with HOPWA eligible individuals).

Note: See definition of HOPWA Eligible Individual

Note: See definition of Transgender.

Note: See definition of Beneficiaries.

Data Check: The sum of each of the Charts b & c on the following two pages equals the total number of beneficiaries served with HOPWA housing subsidy assistance as determined in Chart a, Row 4 below.

a. Total Number of Beneficiaries Served with HOPWA Housing Subsidy Assistance

Individuals and Families Served with HOPWA Housing Subsidy Assistance	Total Number
1. Number of individuals with HIV/AIDS who qualified the household to receive HOPWA housing subsidy assistance (equals the number of HOPWA Eligible Individuals reported in Part 7A, Section 1, Chart a)	124
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	2
3. Number of ALL other persons NOT diagnosed as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefitted from the HOPWA housing subsidy	91
4. TOTAL number of ALL <u>beneficiaries</u> served with Housing Subsidy Assistance (Sum of Rows 1, 2, & 3)	217

b. Age and Gender

In Chart b, indicate the Age and Gender of all beneficiaries as reported in Chart a directly above. Report the Age and Gender of all HOPWA Eligible Individuals (those reported in Chart a, Row 1) using Rows 1-5 below and the Age and Gender of all other beneficiaries (those reported in Chart a, Rows 2 and 3) using Rows 6-10 below. The number of individuals reported in Row 11, Column E, equals the total number of beneficiaries reported in Part 7, Section 2, Chart a, Row 4.

HOPWA Eligible Individuals (Chart a, Row 1)						
		A.	B.	C.	D.	E.
		Male	Female	Transgender M to F	Transgender F to M	TOTAL (Sum of Columns A-D)
1.	Under 18					
2.	18 to 30 years	5	6			11
3.	31 to 50 years	19	31	1		51
4.	51 years and Older	33	27	2		62
5.	Subtotal (Sum of Rows 1-4)	57	64	3		124
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	26	37			63
7.	18 to 30 years	11	10			21
8.	31 to 50 years	2	2			4
9.	51 years and Older	3	2			5
10.	Subtotal (Sum of Rows 6-9)	42	51			93
Total Beneficiaries (Chart a, Row 4)						
11.	TOTAL (Sum of Rows 5 & 10)	99	115	3		217

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	6	1	9	
2.	Asian	3		3	
3.	Black/African American	77	1	66	1
4.	Native Hawaiian/Other Pacific Islander	1	1	1	
5.	White	32	2	7	3
6.	American Indian/Alaskan Native & White	2	1		
7.	Asian & White				
8.	Black/African American & White			7	
9.	American Indian/Alaskan Native & Black/African American	2			
10.	Other Multi-Racial	1	1		
11.	Column Totals (Sum of Rows 1-10)	124	7	93	4
<p>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.</p>					

*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)	118
2.	31-50% of area median income (very low)	6
3.	51-80% of area median income (low)	
4.	Total (Sum of Rows 1-3)	124

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)

--

2. Capital Development

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

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

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

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

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

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

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

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

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

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

3a. Check one only

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

3b. Type of Facility

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

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

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

4. Households and Housing Expenditures

Enter the total number of households served and the amount of HOPWA funds expended by the project sponsor 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		
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)		

CR-35 Affirmatively Furthering Fair Housing 2019

Since the issuance of the 2015 Regional Analysis of Impediments, the City had been subject to a fair housing complaint brought by community interests that allege in summary that the City has adopted, maintained, and enforced policies and practices in its housing programs, land use and financing that have had the effect of limiting development of affordable housing in high-opportunity, majority-white communities and locating affordable housing units in low-opportunity, high-poverty communities with effect of furthering racial and ethnic segregation in Minneapolis. In response to the complaint the City partnered with other local communities to complete a revised Analysis of Impediments (called the Addendum to the 2015 Analysis of Impediments) in May 2017. The full addendum and its attachments are located at the following website <https://www.ramseycounty.us/FHIC>. The Addendum outlines a series of recommended actions to affirmatively further fair housing. The following recommendations as identified by their number in the Addendum have been acted upon by the City of Minneapolis over the past program year.

2A Research state law regarding just cause eviction ordinances. As possible, work toward and advocate state, regional, and/or local adoption of just cause eviction ordinances.

Action: City adopted a renter protection ordinance that caps security deposits and creates inclusive screening criteria. The City has advocated for changes to eviction process as part of its state legislative agenda.

2D Promote policies that provide for rehabilitation and preservation of existing affordable housing in areas where displacement is known to be occurring.

Action: The City's Affordable Housing Trust Fund allows for preservation of existing affordable housing through its competitive application process; the City has created several Naturally Occurring Affordable Housing (NOAH) programs that allow for preservation of NOAH housing; City budget included funding for acquisition and funding for properties in need of immediate repairs; provide ongoing funding to HOMELine for tenant information and referral hotline and legal services; provide funding to Mid-Minnesota Legal Aid for eviction representation and habitability cases.

3D Work with public and non-profit agencies to expand information and services related to fair lending and foreclosure prevention, such as: Affirmative marketing for quality lending products including financial options for Muslim homebuyers and identifying subprime mortgage products, increased fair lending enforcement, and increased foreclosure prevention and defense advocacy services that are accessible to non-English speaking residents, including oral presentation of information.

Action: The City of Minneapolis, through its Minneapolis Homes suite of programs, strives to reduce income disparities by building the capacity of underrepresented homebuyers, homeowners and developers to participate in City programs. Minneapolis Homes provides financing for financial wellness, homebuyer education and foreclosure prevention counseling. The City provides financial support to the Minnesota Homeownership Center to provide services through a network of providers for one-on-one counseling, online tutorials and in-person classes in a variety of languages, including Hmong, Spanish, Somali and English.

The city also participated in the Minnesota Homeownership Opportunity Alliance, which specifically looks at barriers to homeownership experienced by different cultural communities, affirmative marketing to

overcome culturally specific barriers, and product development to fill the gaps in service experienced by underserved communities. Focus to date included Black/African-American, Black immigrant (Somali, Ethiopian, etc.), and Muslim households. Focus in 2020 is Hispanic/Latinx households. Participated in a study with the Twin Cities Local Initiatives Support Corporation to assess product development options to better serve borrowers whose faith is averse to mortgage loans with interest. Provides funding to the Minnesota Homeownership Center, which provides homebuyer education in multiple languages through multiple organizations that have cultural competencies servicing communities of color and new American communities.

3E Conduct code enforcement to make sure that lender-owned, post-foreclosure properties have effective repair, maintenance, and security services, especially in areas of concentrated poverty where a majority of residents are people of color.

Action: City budgeted for Tenant Legal Services for County Housing Court, a program to support free legal services for low income Minneapolis renters to protect and enforce their right to live in safe, quality housing in compliance with city code. The City adopted a Renter First policy to ensure that code enforcement is approached from the lens of prioritizing the experience of renters.

4A Develop an overarching strategy to increase funding for affordable housing that includes: identifying more resources for affordable housing both regional and local; raise community awareness about housing and affordability and its relation to education, jobs and other infrastructure.

Action: Supporting member of the Homes for All Coalition; \$21 million of funding allocated for affordable housing in 2019 budget; Made permanent the 4D Pilot Expansion Project; Approval of \$500,000 in one-time funding for a new pilot initiative to create an Affordable Missing Middle Housing Program in city budget; Extended period of affordability from 15 to 20-30 years; created Stable Homes Stable Schools initiative, a collaboration of city, county, Minneapolis Public Housing Authority and Minneapolis Public Schools (MPS) to provide rental assistance to families with children in MPS schools who are experiencing homelessness.

6A Adopt zoning code amendments to either (1) have the definition of “family” more closely correlate to neutral maximum occupancy restrictions found in safety and building codes; (2) increase the number of unrelated persons who may reside together to better allow for nontraditional family types; or (3) create an administrative process that allows for a case-by-case approach to determining whether a group that does not meet the code’s definition of family or housekeeping unit is nonetheless a functionally equivalent family.

Action: Minneapolis adopted a new occupancy ordinance in December of 2019. The previous ordinance restricted family to those who are related by blood or legally (adoption, marriage, domestic partnership). This ordinance also eliminates the maximum occupancy requirements in each zoning district. The new ordinance removes these restrictions on the definition of family.

6H Consider adoption of inclusionary zoning ordinance requiring set-asides of affordable housing units or payments-in-lieu into a designated affordable housing fund for developments requiring city funding, site location assistance, or planning approvals.

Action: The Minneapolis City Council adopted a permanent, comprehensive Inclusionary Zoning policy in December 2019 that is now in effect. The policy applies to all new housing development projects in the

City with 20 or more units. It will phase in over time for smaller projects (20-49 units) and ownership projects (condos). Developers must include affordable units in their projects or choose a compliance alternative, such as paying an in-lieu fee or producing affordable units off-site. The City is encouraging innovation to increase housing supply and diversity in other ways. In 2019, the City Council approved changes to the zoning code to allow for the development of intentional communities and cluster developments to provide more housing options for residents experiencing housing instability.

10B Ensure local code enforcement departments are trained to minimize substandard housing conditions without creating vulnerability to tenants. Ensure staff are trained to maintain communication and status updates with complainants as well as property owners.

Action: The City has adopted a “Renter First” policy that centers renters in rental licensing enforcement action, including hiring new tenant navigators to help renters resolve problems with building owners and managers. In addition, the City has increased investment to provide legal services to renters facing eviction and to represent low-income renters in habitability cases.

The City is piloting an Emergency Housing Stabilization Program to stabilize 1-4 unit rental housing by providing financial assistance for acquisition, rehabilitation, and tenant stabilization.

10E Review affirmative marketing plans and enact as appropriate policies or provisions that ensure non-discrimination in the lease of publicly-subsidized rental housing

Action: City revised affirmative marketing requirements and monitoring to require that housing providers on all city-assisted projects submit and keep current an Affirmative Fair Housing Marketing Plan and Annual Survey and Certification.