

# *2009 State of Texas Consolidated Plan Annual Performance Report Reporting on Program Year 2008*



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Prepared by

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## **INTRODUCTION**

The Texas Department of Housing and Community Affairs (TDHCA), which administers the HOME Investment Partnerships and Emergency Shelter Grants programs and the Office of Rural Community Affairs (ORCA), which administers the Community Development Block Grant Program, have completed the *2009 State of Texas Consolidated Plan Annual Performance Report: Reporting on Program Year 2008* (APR). The Department of State Health Services (DSHS), which administers the Housing Opportunities for Persons with AIDS Program, completed its Consolidated Annual Performance and Evaluation Report, which is incorporated in this document.

This report is required as part of the US Department of Housing and Urban Development's (HUD's) state Consolidated Planning process, and is outlined specifically in 24 CFR 91.520. The Consolidated Planning process covers four HUD formula grant programs: Community Development Block Grant (CDBG), Emergency Shelter Grants Program (ESGP), HOME Investment Partnerships (HOME) Program, and the Housing Opportunities for Persons with AIDS (HOPWA) Program.

This report is an integral part of HUD's Consolidated Planning process, which requires TDHCA and ORCA, and DSHS (the Departments) to evaluate their accomplishments over the past program year. The information contained in the APR helps the Departments evaluate how well they met stated goals and objectives when developing future plans. In March 2009, the Departments completed the 2009 One-Year Action Plan (OYAP), which specifically covered Program Year (PY) 2009 activities. PY 2009 will run from February 1, 2009, through January 21, 2010.

The *Consolidated Plan Annual Performance Report* is organized into the following sections:

- Introduction. This section includes an overview of the report and the outlining federal legislation.
- Part I: Consolidated Plan Annual Performance Report for CDBG, ESGP & HOME
  - Program Performance. This section includes PY 2008 performance data for the CDBG, ESGP, and HOME programs, as outlined in 24 CFR 91.520(a). Program-specific sections of legislation, including 24 CFR 91.520(c) for CDBG and 24 CFR 91.520(d) for HOME are included in this section. This does not include CFR 91.520(e) for HOPWA which is reported separately in Part II.
  - Other Actions. This section reports in the "other actions indicated in the strategic plan and the action plan," as directed by 24 CFR 91.520(a). These actions include Meeting Underserved Needs and Developing Affordable Housing, Public Housing Resident Initiatives, Lead-Based Paint Hazards, Poverty-Level Households, Compliance, and Institutional Structure. This does not include HOPWA which is reported separately in Part II.
  - Goals and Objectives. This section reports on the goals and objectives for each program area except for HOPWA.
- Part II: Consolidated Annual Performance and Evaluation Report for HOPWA
  - HOPWA Consolidated Annual Performance and Evaluation Report.
- Part III: Citizen Participation
  - Citizen Participation. This section describes the citizen participation for the document, Part I and II.

## LEGISLATION

### Sec. 91.520 Performance reports.

(a) *General.* Each jurisdiction that has an approved consolidated plan shall annually review and report, in a form prescribed by HUD, on the progress it has made in carrying out its strategic plan and its action plan. The performance report must include a description of the resources made available, the investment of available resources, the geographic distribution and location of investments, the families and persons assisted (including the racial and ethnic status of persons assisted), actions taken to affirmatively further fair housing, and other actions indicated in the strategic plan and the action plan. This performance report shall be submitted to HUD within 90 days after the close of the jurisdiction's program year.

(b) *Affordable housing.* The report shall include an evaluation of the jurisdiction's progress in meeting its specific objective of providing affordable housing, including the number and types of families served. This element of the report must include the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

(c) *CDBG.* For CDBG recipients, the report shall include a description of the use of CDBG funds during the program year and an assessment by the jurisdiction of the relationship of that use to the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities that were identified. This element of the report must specify the nature of and reasons for any changes in its program objectives and indications of how the jurisdiction would change its programs as a result of its experiences. This element of the report also must 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.

(d) *HOME.* For HOME participating jurisdictions, the report shall 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, an assessment of the jurisdiction's affirmative marketing actions and outreach to minority-owned and women-owned businesses, and data on the amount and use of program income for projects, including the number of projects and owner and tenant characteristics.

(e) *HOPWA.* For jurisdictions receiving funding under the Housing Opportunities for Persons With AIDS program, the report must include the number of individuals assisted and the types of assistance provided.

(f) *Evaluation by HUD.* HUD shall review the performance report and determine whether it is satisfactory. If a satisfactory report is not submitted in a timely manner, HUD may suspend funding until a satisfactory report is submitted, or may withdraw and reallocate funding if HUD determines, after notice and opportunity for a hearing, that the jurisdiction will not submit a satisfactory report.

(g) The report will include a 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.

## **PART I: Consolidated Plan Annual Performance Report for CDBG, ESGP & HOME**

### **PROGRAM PERFORMANCE**

This section reports on the PY 2008 performance in the Community Development, Homeless and Housing categories, excluding Non-Homeless Special Needs which will be reported in Part II of this publication. Each section reports on the following subjects, as required by 24 CFR 91.520(a):

- Description of the resources made available
- Investment of the available resources
- Geographic distribution and location of investments
- Families and persons assisted
- Actions taken to affirmatively further fair housing

The Community Development section reporting on the CDBG program includes the additional provisions of 24 CFR 91.520(c), which requires that the report include (1) a description of the use of CDBG funds during the program year, (2) an assessment of the relationship of that use to the priorities and specific objectives identified in the plan, (3) the nature of and reasons for any changes in program objectives, and (4) indications of how ORCA would change the program as a result of its experiences. The description of the use of CDBG funds is included in the “Investment of Available Resources” part of the CDBG program section.

The Housing section reporting on the HOME program includes the additional provisions of 24 CFR 91.520(d), which requires that the report include (1) the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations, (2) an assessment of the jurisdiction’s affirmative marketing actions and outreach to minority-owned and women-owned businesses, and (3) data on the amount and use of program income for projects, including the number of projects and owner and tenant characteristics. The data on the use of program funds and number of projects is included in the “Investment of Available Resources” part of the HOME program section, while owner and tenant characteristics is included in the “Families and Persons Assisted” part.

In accordance with the guidelines from HUD, the Departments now comply with the new CPD Outcome Performance Measurement System. The performance measures targets, including the objectives and outcomes addressed are described in the *2008 State of Texas Consolidated Plan One-Year Action Plan*. The Departments’ performance regarding the new targets for PY 2008 is reported in this document.

## COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

The objective of the Community Development Block Grant Program (CDBG) is “the development of viable communities by providing decent housing, suitable living environments, and expanding economic opportunities, principally for persons of low and moderate income (0-80 percent of Area Median Family Income (AMFI)).” ORCA administers the “non-entitlement” or “states and small cities program.” Under this program, HUD allocates CDBG funds directly to the State, which, in turn, allocates funds to small, non-metropolitan cities (populations of less than 50,000) and rural counties. Large metropolitan communities (populations of 50,000 or more), known as “entitlement areas,” receive their CDBG funding directly from HUD. The demographics and rural character of Texas have shaped a state CDBG program that focuses on providing basic sanitary infrastructure to small rural communities in outlying areas. Eligible activities include sanitary sewer systems, water treatment improvements, disaster relief and urgent needs projects, housing, drainage and flood control, street improvements, and economic development.

### DESCRIPTION OF RESOURCES

This section describes CDBG funding that was available for PY 2008.

#### **PY 2008 Funding**

The following table lists the amount of funds available for PY 2008 through the HUD allocation, distributed according to the CDBG 2008 Action Plan. 2008 Total State Allocation: \$71,779,088

**PY 2008 CDBG State Allocation**

Fund	2008 Percent	Amount Available
Community Development Fund	40.00%	\$28,711,635
Community Development Supplemental Fund	21.10%	\$15,145,388
Texas Capital Fund	14.51%	\$10,415,146
Colonia Fund		
Colonia Construction Fund	6.77%	\$4,862,081
Colonia EDAP Fund	2.79%	\$2,000,000
Colonia Planning Fund	0.44%	- \$315,828
Colonia Self-Help Centers Fund	2.50%	\$1,794,477
Non-Border Colonia Fund	0.61%	\$437,852
Planning And Capacity Building Fund	0.90%	\$646,012
Disaster Relief Fund	4.10%	\$2,942,943
Urgent Need Fund	0.0%*	
STEP Fund	3.14%	\$2,254,353
Microenterprise Loan Fund	0.0%*	
Small Business Loan Fund	0.0%*	
Section 108 Loan Guarantee Pilot Program	0.0%*	
Administration – 2%	2.00%	\$1,435,582
Administration Funds – \$100,000	0.14%	\$100,000
Technical Assistance – 1%	1.00%	\$717,791
<b>Total</b>	<b>100.00%</b>	<b>\$71,779,088</b>

\* Deobligated funds and/or program income funds may be use to fund projects in the indicated funding categories.



## **PY 2008 Activities**

Each activity proposed for funding under CDBG must address one or more of the following three national program objectives:

- Principally benefit low and moderate income persons. (At least 51 percent of the identified beneficiaries must have an income of less than 80 percent of the area median family income).
- Aid in the prevention or elimination of slum or blighted areas.
- Meet other community development needs of particular urgency which represent an immediate threat to the health and safety of residents of the community.

Activities are funded under the following program categories:

### **Community Development Fund and Community Development Supplemental Fund**

Grants are awarded on a competitive basis to address public facilities and housing needs such as sewer and water system improvements, street and drainage improvements, and housing rehabilitation activities.

### **Texas Capital Fund**

Grants are awarded to eligible communities to address economic development needs by providing infrastructure and real estate improvements in support of businesses willing to create/retain jobs. The Texas Department of Agriculture (TDA) administers the program through an interagency agreement with ORCA.

### **Colonia Fund**

Planning and construction grants are awarded on a competitive basis for community development projects such as sewer, water, and housing rehabilitation to county applicants for projects in unincorporated “eligible colonia” areas located within 150 miles of the Texas-Mexico border and outside metropolitan areas. Eligible colonias are identifiable, unincorporated communities lacking one or more basic services such as potable water supply, adequate sewage systems, and decent, safe and sanitary housing. This fund also provides grants for the operation of colonia self-help centers located in seven Texas-Mexico border counties and for Economically Distressed Areas Program (EDAP) grants on an “as-needed” basis to provide water and sewer connections on projects funded by the Texas Water Development Board.

### **Non-Border Colonia Fund**

Grants are available for construction projects in severely distressed unincorporated areas that are not eligible for the Colonia Fund. Non-Border Colonia communities, located more than 150 miles from the Texas-Mexico border or within a metropolitan area in the border region, are determined to be colonia-like on the basis of objective criteria, including lack of potable water supply, lack of adequate sewage systems, lack of decent, safe, and sanitary housing, and existence as a colonia prior to November 28, 1990.

## *Program Performance*

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### *Community Development*

#### **Planning/Capacity Building Fund**

Grants are awarded on a statewide competitive basis to assist eligible cities and counties in planning activities that assess local needs, develop strategies to address local needs, build or improve local capacity, or address other needed local planning elements. Emphasis is placed on housing analysis, mapping, and public infrastructure planning.

#### **Disaster Relief/Urgent Need Fund**

Assistance is available to localities impacted by a natural disaster or an urgent need situation. Disaster Relief Funds address damages caused by natural disasters such as floods or tornadoes following an emergency declaration by the President or Governor. Urgent need assistance is available for unanticipated and dangerous local situations, contingent upon the availability of funds.

#### **Texas Small Towns Environment Program (STEP) Fund**

Grants are awarded on a statewide competitive basis to cities and counties to assist communities willing to solve water and sewer problems by utilizing self-help techniques. This approach encourages local support such as volunteer labor and donated materials and/or equipment.

#### **Small Business Loan Fund**

Grants are awarded to communities to make loans to small businesses (enterprises with 100 or fewer employees) who commit to creating or retaining jobs in rural communities and to making 51% or more of those jobs available to low or moderate income persons.

#### **Micro-Enterprise Loan Fund**

Grants are awarded to communities to make loans to very small businesses (enterprises with 5 or fewer employees) known as micro-enterprises who commit to creating or retaining jobs in rural communities and to making 51% or more of those jobs available to low or moderate income persons.

#### **Renewable Energy Demonstration Pilot Program Fund**

Grants are awarded on a statewide competitive basis to cities and counties to address local needs utilizing renewable energy techniques.

#### **Rural Health Pilot Program Fund**

Grants are awarded on a statewide competitive basis to cities and counties to increase access to healthcare in rural Texas by improving healthcare facilities in rural areas.

## **INVESTMENT OF RESOURCES**

This section describes CDBG funding commitments that were made during the reporting period, using PY 2008 funds as well as program income and deobligated funds from prior program years.

### ***PY 2008 Funding Commitments***

For PY 2008, the CDBG program committed \$87,383,520 through 329 grants.

**Total Amount of Funds Committed during PY 2008**

	No. of Awards	2008 Allocation	Prior Year - Allocation	Prior Year - Deobligated	Program Income	2008 Total Obligation
Community Development Fund and Community Development Supplemental Fund	175	\$43,857,023	\$193,069	\$926,710	\$2,000,270	\$46,977,072
Colonia Construction Fund	11	\$4,830,712	\$241,142			\$5,071,854
Colonia Planning Fund	2	\$155,000				\$155,000
Colonia Economically Distressed Areas Program	4		\$1,905,000			\$1,905,000
Colonia Self Help Centers	3	\$1,794,477	\$812,517	\$993,006		\$3,600,000
Disaster Relief / Urgent Need	60	\$2,942,943		\$5,633,199	\$5,767,647*	\$14,343,789
Texas Capital Fund	29	\$6,773,087	\$1,959,563			\$8,732,650
Microenterprise Loan Fund	2				\$200,000	\$200,000
Non-Border Colonia Fund	3	\$437,852		\$290,551		\$728,403
Planning / Capacity Building Fund	20	\$638,426	\$1,052	\$15,442		\$654,920
STEP Fund	16	\$2,254,353		\$1,271,765		\$3,526,118
Renewable Energy Demonstration Pilot Program	2				\$988,714	\$988,714
Rural Health Pilot Program	2			\$500,000		\$500,000
<b>Total</b>	<b>329</b>	<b>\$63,683,873</b>	<b>\$5,112,343</b>	<b>\$9,630,673</b>	<b>\$8,956,631*</b>	<b>\$87,383,520</b>

**Matching Requirements**

CDBG requires matching funds to be contributed by grant recipients toward certain CDBG funded projects. Applicants' willingness to provide matching funds, in relation to the size of the community, is taken into account when scoring applications for funding. Match requirements vary by funding category and are not required for the STEP Fund, Colonia Planning Fund, or Colonia Self-Help Centers Fund. For PY 2008, the \$87,383,520 in CDBG funds was matched by 50.25%, or \$43,914,415 in local commitments.

**Matching Funds Committed by Grantees, Contracts Awarded in PY 2008**

	No. of Awards	Amount of Grant Awards	Amount of Match Funds
Community Development Fund	104	\$28,895,478	\$7,248,065
Community Development Supplemental Fund	71	\$18,081,594	\$3,038,532
Colonia Construction Fund	11	\$5,071,854	\$234,593
Colonia Planning Fund	2	\$155,000	\$0
Colonia Economically Distressed Areas Program	4	\$1,905,000	\$54,500
Colonia Self Help Centers	3	\$3,600,000	\$347,066
Disaster Relief / Urgent Need	60	\$14,343,789	\$22,227,583
Texas Capital Fund	29	\$8,732,650	\$7,335,500
Microenterprise Loan Fund	2	\$200,000	\$0
Non-Border Colonia Fund	3	\$728,403	\$25,000
Planning / Capacity Building Fund	20	\$654,920	\$114,053
STEP Fund	16	\$3,526,118	\$0
Renewable Energy Demonstration Pilot Program	2	\$988,714	\$626,738
Rural Health Pilot Program	2	\$500,000	\$2,662,785
<b>Total</b>	<b>329</b>	<b>\$87,383,520</b>	<b>\$43,914,415</b>

## Program Performance

### Community Development

The CDBG staff continues to work with the Texas Department of Agriculture and Texas Water Development Board on projects that leverage funds from multiple agencies to take full advantage of the available resources.

### Summary of CDBG Housing Assistance

During PY 2008, CDBG closed contracts which provided housing assistance including rehabilitation, acquisition, clearance, new construction, and provision of other facilities to 10 communities through the Housing Rehabilitation Fund and Housing Infrastructure Fund. (Provision of yardlines for first-time water or sewer services, although classified as a “housing rehabilitation” program activity, is not included in this discussion.) Housing Rehabilitation Fund contracts included a maximum cost of \$25,000 for each rehabilitated housing unit or \$55,000 for each reconstructed unit, according to TxCDBG program requirements. Housing Infrastructure Fund projects included funding for infrastructure construction in support of new affordable housing developments.

Displacement for these contracts is limited to voluntary participants and displacement costs are not eligible for reimbursement or included in project narratives. All households, businesses, or other entities impacted by a CDBG-assisted housing project, along with their needs and preferences, were identified by the locality during the homeowner application process; and only those homeowners choosing to participate were displaced in any way.

For existing contracts closed during the reporting period, CDBG assistance was used by one grantee to rehabilitate or reconstruct four housing units. The grantee expended \$225,000 in CDBG funds for housing rehabilitation and reconstruction assistance to eight low- to moderate-income persons. In addition, CDBG assistance provided \$3,356,833 through the Housing Infrastructure Fund. Nine grantees used these funds to provide 241 new housing units, benefiting 654 persons of which 453 were of low- to moderate-income. The following table provides information on the households assisted through CDBG contracts closed in PY 2008:

**Housing Assistance by Household, Contracts Closed in PY 2008**

	Housing Rehab/Reconstruction (HR Funds)		New Housing (HIF Funds)	
	Units	Persons	Units	Persons
Owner Occupied	4	8	207	615
Renter Occupied	0	0	32	35
Moderate Income	0	0	91	288
Low Income	0	0	38	113
Very Low Income	4	8	35	52
Non-LMI	0	0	77	201
<b>Total Assisted</b>	<b>4</b>	<b>8</b>	<b>241</b>	<b>654</b>

### Summary of CDBG Economic Development Activity

For existing contracts that were closed during the reporting period, CDBG provided economic development assistance to eighteen communities through the Texas Capital Fund expending \$12,851,112.32 in CDBG funds and \$23,943,656.22 in matching funds.

Twenty-one contracts provided \$12,306,747 for infrastructure or real estate to create 1,354 new jobs and retain 114 existing jobs, with 896 of the new jobs and 75 of the retained jobs filled by low- or moderate-income workers. Contracts funded under CDBG economic development are required to create or retain one job for every \$25,000 in CDBG funds expended. The eleven contracts closed during PY 2008 expended \$8,754 for each job created or retained.

In addition to job creation activities, the Texas Capital Fund expended \$263,382 in three communities under the Main Street Program, and \$280,984 in two communities under the Downtown Revitalization Program.

### DISTRIBUTION OF INVESTMENTS

This section reports on how PY 2008 funds were distributed and the location of CDBG awards.

#### Allocation Formula

The CDBG program distributes funds using both statewide competitions and regional competitions. The Community Development and Community Development Supplemental Funds each use a specific formula to distribute funds on a biennial basis to each of the 24 Council of Government regions across the state; the CD funds are allocated according to a formula based on population, poverty, and unemployment, while the CDS distributes funds using same formula used by HUD to allocate funds to the state CDBG programs. Applicants compete within each region for the funds allocated to that area. Regional competitions ensure that funds are distributed across the state and allow each region to establish its own priorities for selecting applications for funding within the scope of the program.

All other CDBG funds are available to eligible cities and counties through statewide competitive processes. A statewide competition in the smaller funding categories provides for standardized consideration and funding of the most competitive applications regardless of the project location.

#### Award Locations

PY 2008 CDBG awards were made in the following areas of the state:

Region / County	No. of Awards	Amount of Awards	Total Beneficiaries	LMI Beneficiaries
AACOG				
ATASCOSA	4	\$439,273	22,571	9,524
GILLESPIE	1	\$350,000	11,995	4,059
GUADALUPE	1	\$250,000	84	76
KARNES	3	\$801,854	533	383
KENDALL	1	\$350,000	16,801	6,645
KERR	3	\$786,800	2,318	1,497
MEDINA	5	\$1,450,000	33,639	11,606

## Program Performance

### Community Development

Region / County	No. of Awards	Amount of Awards	Total Beneficiaries	LMI Beneficiaries
WILSON	3	\$754,966	1,188	723
<b>Total</b>	<b>21</b>	<b>\$5,182,893</b>	<b>89,129</b>	<b>34,513</b>
<b>ATCOG</b>				
BOWIE	1	\$250,000	603	412
CASS	4	\$700,000	617	439
HOPKINS	2	\$87,342	767	597
LAMAR	5	\$832,891	10,854	4,098
MORRIS	4	\$900,000	1,638	1,135
RED RIVER	8	\$1,281,817	9,107	4,018
TITUS	1	\$18,500	610	511
<b>Total</b>	<b>25</b>	<b>\$4,070,550</b>	<b>24,196</b>	<b>11,210</b>
<b>BVCOG</b>				
BURLESON	2	\$551,650	421	289
GRIMES	1	\$250,000	1,615	994
LEON	1	\$250,000	527	360
ROBERTSON	2	\$500,000	2,595	1,952
WASHINGTON	1	\$235,500	14,078	14,078
<b>Total</b>	<b>7</b>	<b>\$1,787,150</b>	<b>19,236</b>	<b>17,673</b>
<b>CAPCO</b>				
BASTROP	1	\$250,000	45	45
BLANCO	1	\$250,000	845	509
BURNET	3	\$670,663	2,721	1,797
FAYETTE	1	\$250,000	227	155
HAYS	1	\$250,000	467	340
LEE	2	\$450,000	336	215
LLANO	2	\$400,000	63	63
<b>Total</b>	<b>11</b>	<b>\$2,520,663</b>	<b>4,704</b>	<b>3,124</b>
<b>CBCOG</b>				
ARANSAS	2	\$800,000	93	84
BEE	3	\$750,000	13,584	7,282
LIVE OAK	1	\$500,000	104	84
MCMULLEN	1	\$300,000	321	195
NUECES	4	\$1,287,500	271	238
REFUGIO	1	\$500,000	58	53
SAN PATRICIO	4	\$928,333	12,442	8,286
<b>Total</b>	<b>16</b>	<b>\$5,065,833</b>	<b>26,873</b>	<b>16,222</b>
<b>CTCOG</b>				
BELL	4	\$1,100,000	32,253	12,813
CORYELL	1	\$250,000	513	317
LAMPASAS	4	\$1,209,876	12,610	3,947

Program Performance

Community Development

Region / County	No. of Awards	Amount of Awards	Total Beneficiaries	LMI Beneficiaries
MILAM	2	\$600,000	6,045	2,554
<b>Total</b>	<b>11</b>	<b>\$3,159,876</b>	<b>51,421</b>	<b>19,631</b>
<b>CVCOG</b>				
COKE	1	\$200,000	1,042	700
CONCHO	1	\$350,000	1,195	554
CROCKETT	1	\$80,000	4,044	1,837
KIMBLE	1	\$200,000	1,961	1,201
MASON	1	\$500,000	50	44
MCCULLOCH	1	\$343,072	2,493	875
MENARD	1	\$82,933	697	210
REAGAN	1	\$122,118	75	54
SCHLEICHER	1	\$200,000	1,964	1,289
TOM GREEN	1	\$500,000	221	221
<b>Total</b>	<b>10</b>	<b>\$2,578,123</b>	<b>13,742</b>	<b>6,985</b>
<b>DETCOG</b>				
ANGELINA	2	\$500,000	758	680
HOUSTON	1	\$250,000	365	251
POLK	2	\$464,400	493	405
SAN AUGUSTINE	1	\$350,000	2,678	2,080
SAN JACINTO	1	\$250,000	188	132
SHELBY	4	\$1,114,500	25,414	15,734
TRINITY	2	\$500,000	3,226	2,042
TYLER	2	\$500,000	1,806	1,182
<b>Total</b>	<b>15</b>	<b>\$3,928,900</b>	<b>34,928</b>	<b>22,506</b>
<b>ETCOG</b>				
ANDERSON	1	\$250,000	1,006	674
CAMP	1	\$250,000	150	133
CHEROKEE	1	\$36,250	1,190	708
HARRISON	1	\$350,000	335	316
HENDERSON	5	\$1,135,790	2,147	1,384
MARION	1	\$150,000		
RUSK	2	\$470,975	394	251
SMITH	1	\$250,000	90	90
UPSHUR	1	\$543,600	46	24
VAN ZANDT	2	\$500,000	1,346	901
WOOD	5	\$859,429	5,051	2,216
<b>Total</b>	<b>21</b>	<b>\$4,796,044</b>	<b>11,755</b>	<b>6,697</b>
<b>GCRPC</b>				
CALHOUN	4	\$687,068	1,385	924
DEWITT	1	\$250,000	392	268
GOLIAD	1	\$250,000	18	16

## Program Performance

### Community Development

Region / County	No. of Awards	Amount of Awards	Total Beneficiaries	LMI Beneficiaries
GONZALES	4	\$1,371,047	9,352	5,049
JACKSON	1	\$250,000	138	86
VICTORIA	1	\$257,007	10,641	3,189
<b>Total</b>	<b>12</b>	<b>\$3,065,122</b>	<b>21,926</b>	<b>9,532</b>
<b>HGAC</b>				
GALVESTON	4	\$1,400,000	9,088	5,373
MATAGORDA	1	\$350,000	763	668
MONTGOMERY	2	\$700,000	702	580
WALLER	1	\$350,000	4,410	2,747
WHARTON	2	\$700,000	1,554	1,183
<b>Total</b>	<b>10</b>	<b>\$3,500,000</b>	<b>16,517</b>	<b>10,551</b>
<b>HOTCOG</b>				
BOSQUE	2	\$600,000	9,519	3,420
FALLS	1	\$250,000	781	550
FREESTONE	1	\$250,000	1,063	917
HILL	4	\$1,700,000	34,781	12,156
LIMESTONE	2	\$300,000	8,795	4,786
MCLENNAN	5	\$1,127,132	74,986	21,442
<b>Total</b>	<b>15</b>	<b>\$4,227,132</b>	<b>129,925</b>	<b>43,271</b>
<b>LRGVDC</b>				
CAMERON	7	\$3,054,300	16,184	11,693
HIDALGO	1	\$1,200,000	3,573	3,215
WILLACY	2	\$579,720	2,653	1,620
<b>Total</b>	<b>10</b>	<b>\$4,834,020</b>	<b>22,410</b>	<b>16,528</b>
<b>MRGDC</b>				
DIMITT	2	\$903,186	5,683	3,506
EDWARDS	2	\$213,558	2,157	1,124
KINNEY	1	\$225,350	1,947	1,279
MAVERICK	3	\$1,244,031	13,535	9,615
REAL	2	\$224,726	2,563	1,264
UVALDE	1	\$75,000	2,436	1,243
VAL VERDE	3	\$1,060,839	46,873	23,396
ZAVALA	5	\$1,520,268	19,393	13,847
<b>Total</b>	<b>19</b>	<b>\$5,466,958</b>	<b>94,587</b>	<b>55,274</b>
<b>NCTCOG</b>				
COLLIN	2	\$700,000	2,272	1,384
DALLAS	1	\$750,000	70	36
DENTON	3	\$1,250,000	469	301
ELLIS	1	\$350,000	495	375
HOOD	1	\$350,000	53	38



Program Performance

Community Development

Region / County	No. of Awards	Amount of Awards	Total Beneficiaries	LMI Beneficiaries
HUNT	2	\$600,000	3,145	1,934
JOHNSON	2	\$913,525	74	48
KAUFMAN	3	\$680,816	36,251	15,249
NAVARRO	5	\$1,534,222	15,227	5,752
WISE	2	\$460,826	28,164	9,711
<b>Total</b>	<b>22</b>	<b>\$7,589,389</b>	<b>86,220</b>	<b>34,828</b>
<b>NORTEX</b>				
ARCHER	2	\$322,350	2,740	860
CLAY	1	\$175,000	723	463
FOARD	1	\$175,000	905	702
MONTAGUE	2	\$350,000	180	120
WICHITA	2	\$344,136	10,781	3,809
WILBARGER	1	\$175,000	112	76
YOUNG	1	\$750,000	41	21
<b>Total</b>	<b>10</b>	<b>\$2,291,486</b>	<b>15,482</b>	<b>6,051</b>
<b>PBRPC</b>				
DAWSON	1	\$350,000	244	192
ECTOR	2	\$348,392	506	314
GAINES	1	\$500,000	6,021	3,156
REEVES	1	\$350,000	1,098	794
UPTON	1	\$350,000	52	42
WARD	1	\$270,000	79	79
WINKLER	1	\$350,000	930	560
<b>Total</b>	<b>8</b>	<b>\$2,518,392</b>	<b>8,930</b>	<b>5,137</b>
<b>PRPC</b>				
CASTRO	1	\$150,000	0	0
CHILDRESS	2	\$414,509	10,108	4,624
DONLEY	2	\$500,000	2,279	1,401
HUTCHINSON	1	\$269,361	42	33
OLDHAM	2	\$456,072	999	659
PARMER	2	\$478,403	3,714	2,693
SHERMAN	1	\$250,000	1,091	772
<b>Total</b>	<b>11</b>	<b>\$2,518,345</b>	<b>18,233</b>	<b>10,182</b>
<b>RGCOG</b>				
BREWSTER	1	\$295,384	50	43
CULBERSON	3	\$665,768	5,413	2,948
EL PASO	4	\$1,412,633	3,620	3,221
JEFF DAVIS	1	\$295,384	152	122
<b>Total</b>	<b>9</b>	<b>\$2,669,169</b>	<b>9,235</b>	<b>6,334</b>
<b>SETRPC</b>				

## Program Performance

### Community Development

Region / County	No. of Awards	Amount of Awards	Total Beneficiaries	LMI Beneficiaries
JEFFERSON	2	\$600,000	512	497
ORANGE	3	\$793,000	1,312	864
<b>Total</b>	<b>5</b>	<b>\$1,393,000</b>	<b>1,824</b>	<b>1,361</b>
<b>SPAG</b>				
CROSBY	2	\$499,482	1,047	778
FLOYD	1	\$150,000	0	0
HALE	2	\$500,000	3,849	2,728
HOCKLEY	2	\$173,700	323	195
LAMB	2	\$600,000	6,314	3,880
LYNN	3	\$723,616	1,339	1,004
YOAKUM	1	\$150,000	0	0
<b>Total</b>	<b>13</b>	<b>\$2,796,798</b>	<b>12,872</b>	<b>8,585</b>
<b>STDC</b>				
STARR	3	\$839,007	41,246	30,332
WEBB	5	\$3,335,500	10,241	8,674
<b>Total</b>	<b>8</b>	<b>\$4,174,507</b>	<b>51,487</b>	<b>39,006</b>
<b>TEXOMA</b>				
COOKE	3	\$179,000	1,124	589
FANNIN	5	\$981,427	14,664	5,462
GRAYSON	5	\$536,250	2,530	1,608
<b>Total</b>	<b>13</b>	<b>\$1,696,677</b>	<b>18,318</b>	<b>7,659</b>
<b>WCTCOG</b>				
CALLAHAN	3	\$828,132	14,854	5,314
COLEMAN	1	\$250,000	4,284	3,066
COMANCHE	2	\$500,000	6,714	2,555
EASTLAND	6	\$1,187,412	18,170	8,167
FISHER	1	\$180,000	2,220	1,161
HASKELL	2	\$330,915	3,252	1,242
JONES	2	\$530,042	6,800	2,203
KNOX	3	\$522,100	2,046	1,376
RUNNELS	4	\$692,404	10,572	5,710
SHACKELFORD	1	\$159,964	1,105	465
STEPHENS	1	\$121,524	3,164	1,304
THROCKMORTON	1	\$250,000	908	610
<b>Total</b>	<b>27</b>	<b>\$5,552,493</b>	<b>74,089</b>	<b>33,173</b>

**FAMILIES AND PERSONS ASSISTED**

This section describes the households and persons assisted with CDBG funds.

**Anticipated Persons Served with PY 2008 Funding**

For contracts that were awarded with PY 2008 funds, there are 858,039 total anticipated beneficiaries, of which 50 percent were low- and moderate-income persons.

**Estimated Beneficiaries, Contracts Awarded in PY 2008**

	Proposed Beneficiaries	Proposed LMI Beneficiaries
Community Development Fund	127,637	84,067
Community Development Supplemental Fund	89,109	54,480
Colonia Construction Fund	822	770
Colonia Planning Fund	6,480	3,080
Colonia Economically Distressed Areas Program	1,748	1,748
Colonia Self Help Centers	12,508	10,622
Disaster Relief / Urgent Need	544,289	215,319
Texas Capital Fund	391	207
Microenterprise Loan Fund	12	9
Non-Border Colonia Fund	105	103
Planning / Capacity Building Fund	41,192	26,635
STEP Fund	4,939	3,343
Renewable Energy Demonstration Pilot Program	6,729	3,572
Rural Health Pilot Program	22,078	22,078
<b>Total</b>	<b>858,039</b>	<b>426,033</b>

**Actual Persons Served in PY 2008**

For contracts closed during PY 2008, 390,241 persons actually received service through CDBG contracts, of which 56 percent were low- and moderate-income persons.

**Actual Beneficiaries, Contracts Closed in PY 2008**

	Total Beneficiaries	LMI Beneficiaries
Community Development / Community Development Supplemental Fund	200,528	131,340
Colonia Construction Fund	1,603	1,574
Colonia Planning Fund	6,324	3,889
Colonia Economically Distressed Areas Program	1,725	1,709
Colonia Self Help Centers	10,599	10,599
Disaster Relief / Urgent Need	114,852	39,414
Texas Capital Fund	23,852	13,777
Microenterprise Loan Fund		
Non-Border Colonia Fund	743	665
Planning / Capacity Building Fund	26,378	14,764
STEP Fund	2,976	2,079

## Program Performance

### Community Development

	Total Beneficiaries	LMI Beneficiaries
Housing Infrastructure Fund	653	435
Housing Rehabilitation Fund	8	8
<b>Total</b>	<b>390,241</b>	<b>220,253</b>

### Racial and Ethnic Status of Persons Assisted

The racial and ethnic status of persons receiving assistance for contracts closed in PY 2008 is reported below.

#### Racial and Ethnic Status of Beneficiaries, Contracts Closed in PY 2008

Race / Ethnicity	Persons Assisted			Percent
	Non-Hispanic	Hispanic Also	Total	
White	197,783	122,035	319,818	82.0%
Black / African American	36,207	457	36,664	9.4%
Asian	2,446	371	2,817	0.7%
American Indian/Alaska Native	1,730	281	2,011	0.5%
Native Hawaiian/Other Pacific Islander	143	7	150	0.0%
Black/African American and White	259	98	357	0.1%
Asian and White	158	10	168	0.0%
American Indian and White	472	46	518	0.1%
American Indian/Alaska Native and Black/African American	60	0	60	0.0%
Other Race or Multi-Race	8,294	19,384	27,678	7.1%
<b>Total</b>	<b>247,552</b>	<b>142,689</b>	<b>390,241</b>	

### Income Status of Persons Assisted

The CDBG program collects information on beneficiaries according to low/moderate income status. Most funding categories require applications to benefit a minimum of 51% low- or moderate-income persons. Colonia Planning Fund applicants can qualify for funding under the slum and blight national objective. While the Colonia Planning grant does not require a low/moderate income threshold, as the strategies that result from the grant, if implemented, will benefit primarily low- to moderate-income persons. Similarly, Disaster Relief/Urgent Need Fund applicants can qualify under the urgent need national objective without a low/moderate income benefit; however many of these projects do benefit primarily low- to moderate-income persons and only those contracts are included in the CDBG low/moderate income national objective reporting and are included below.

The table below reflects contracts closed during PY 2008 that meet the low/moderate income national objective. Fourteen contracts met the urgent need or slum/blight national objectives, including the Downtown Revitalization and Main Street Program contracts in the Texas Capital Fund, certain Disaster Relief contracts, and one Community Development Fund contract, and are not included in the table below.

**Income Status of Actual Beneficiaries,  
Contracts Closed in PY 2008 under the LMI National Objective\***

	<b>Total Beneficiaries</b>	<b>LMI Beneficiaries</b>	<b>% LMI</b>
Community Development / Community Development Supplemental Fund	196,645	129,449	65.5%
Colonia Construction Fund	1,603	1,574	98.2%
Colonia Planning Fund	6,324	3,889	61.5%
Colonia Economically Distressed Areas Program	1,725	1,709	99.1%
Colonia Self Help Centers	10,599	10,599	100.0%
Disaster Relief / Urgent Need	1,743	1,247	71.5%
Texas Capital Fund	21,013	12,610	60.0%
Non-Border Colonia Fund	743	665	89.5%
Planning / Capacity Building Fund	26,378	14,764	56.0%
STEP Fund	2,976	2,079	69.9%
Housing Infrastructure Fund	653	435	66.6%
Housing Rehabilitation Fund	8	8	100.0%
<b>Total</b>	<b>270,410</b>	<b>180,030</b>	<b>66.6%</b>

\* Reported beneficiaries include only contracts meeting the low/moderate income national objective.

## **FAIR HOUSING ACTIVITIES**

In compliance with 24 CFR Part 570, §570.487, other applicable laws and related program requirements, the state has completed the required actions to affirmatively further fair housing. The State of Texas conducts training and provides educational material to the participating units of general local government on federal and state fair housing laws and procedures, including technical assistance. The following are examples of this performance:

### ***Contractor Certifications***

All applicants to the CDBG fund must certify that they will take action to affirmatively further fair housing. This certification must be signed and submitted with the initial application for funding and is also included in the contract, if funded. This certification is discussed at the application workshops and is clearly noted in the application guides.

### ***Civil Rights and Fair Housing Technical Assistance***

The Texas Community Development Block Grant Program has assigned a staff member to be responsible for the fair housing and civil rights requirements of the program. Staff addresses questions from the grantees and general public regarding civil rights and makes any appropriate referrals on an on-going basis. ORCA implemented a fair housing training for all staff including an overview of all related civil rights and fair housing laws, regulations and executive orders; discussion of fair housing activities that can be accomplished to comply with fair housing requirements and certifications; record keeping requirements; and the procedures to use regarding fair housing complaints.

### ***Project Implementation Manual***

A copy of the TxCDBG Project Implementation Manual was made available to all new grantees to assist them in the administration of project activities and to inform them of all the applicable laws and regulations. This manual includes a chapter regarding fair housing and a chapter on equal opportunity with detailed information, forms and checklists to ensure compliance with all regulations. This manual includes clear instructions so that city and county employees are able to understand and complete the necessary forms and requirements. TxCDBG Project Implementation Manual workshops held across the state provided opportunities for grantees and administrative consultants to clarify these requirements as needed. Beginning in PY 2009, administrative consultants must attend a TxCDBG Project Implementation Manual Workshop in order to be certified to administer TxCDBG contracts.

### ***Pre-Funding Site Visits***

The Regional Coordinators conducted pre-funding site visits to all localities that were recommended for funding under the Community Development Fund. All CDBG grantees (contractor localities) are informed that they are required to conduct at least one fair housing activity during the contract period. During this personal visit the localities are provided with a Project Implementation Manual. A list of acceptable fair housing activities, samples of Fair Housing Ordinances (also contained in the manual) and a checklist of reporting and record keeping requirements of the CDBG program was provided to the new grantees. They are encouraged to pass fair housing ordinances and to update existing fair housing ordinances to include all federally protected classes. The fair housing ordinance must include a penalty clause and the locality must have the staff and the capacity to enforce the ordinance.

### ***Availability of Fair Housing Posters and Brochures***

The Texas Community Development Block Grant Program obtained fair housing posters and various brochures for distribution to participating cities, counties, regional planning councils, and the general public. In addition, copies of civil rights laws, various samples of public service announcements and fair housing ordinances, etc. are available and mailed upon request. Staff is encouraged to deliver posters to grantees to increase awareness of fair housing laws. The Texas Health and Human Rights Commission and ORCA also provide fair housing brochures and technical assistance upon request.

### ***Fair Housing Expenses***

The CDBG utilizes funds from the technical assistance funding for the cost of providing fair housing technical assistance. This includes the cost of reproducing/printing fair housing brochures and memorandums; related postage; and the purchase of office supplies and materials. Additional funds were utilized on travel expenses to conferences and workshops as well as staff time.

CDBG staff stamp all outgoing correspondence with the phrase “ORCA SUPPORTS FAIR HOUSING, IT’S RIGHT, IT’S FAIR, IT’S FOR EVERYONE!” to increase public awareness of the fair housing law. These fair housing activities were performed throughout the year and continue this year.

### **Monitoring of Civil Rights Requirements**

Texas CDBG administers on average between 800 to 1,000 open CDBG contracts throughout the year. Program Monitors review each contractor for civil rights requirements using a detailed checklist on civil rights and fair housing requirements. A review of the files includes, but is not limited to, the following:

- All bid documents and contracts must contain equal employment opportunity provisions including an equal opportunity plan.
- The Contractor locality must comply with Section 3 requirements and adopt an equal opportunity plan.
- All Contractor localities are required to publish a notice of non-discrimination in a general circulation newspaper in the affected community and complete a Section 504 self-evaluation review.
- Contractor localities with 15 or more employees must have appointed a Section 504 coordinator, adopted grievance procedures, and notified all CDBG project participants that they must not discriminate on the basis of an individual's disability.
- The Texas Community Development Block Grant Program requires that each Contractor locality appoint a Fair Housing/Equal Opportunity Officer to be responsible for the fair housing and civil rights program requirements, and to take any possible complaints and make referrals, as necessary.
- Each Contractor locality is monitored closely to ensure that at least one fair housing activity was completed within the contract period.
- The project completion report must include a description of the fair housing activities conducted during the contract period.
- The project completion report also contains the breakout of beneficiaries by race, ethnicity, gender, and low/moderate income status.

### **Quarterly Report Requirements**

Contractor localities must submit quarterly progress reports to inform CDBG of their progress. The grant recipients are instructed to report any activities conducted to comply with the civil rights and fair housing requirements. Evidence of the civil rights and fair housing activities performed must be well-documented and available for review at the locality files. This evidence is reviewed by Program Monitors when conducting on-site monitoring visits. If documentation of these activities is not available at the time of the monitoring visit, the locality is provided with a written request for these documents and instructed to provide the evidence within 30 days. Contracts are not administratively closed until the civil rights and fair housing requirements are met.

### **Staff Outreach, Training, Conferences, and Workshops**

The Texas Health and Human Services Commission's Civil Rights Office has the responsibility to investigate claims of discrimination; to conduct new, periodic, and special compliance reviews of offices,

## Program Performance

### Community Development

programs and contractors; to provide training and guidance; and to take other appropriate steps to ensure that programs and services do not discriminate.

The staff members of the ORCA Field Offices attended various workshops to provide technical assistance regarding ORCA housing programs and fair housing issues. USDA, local community services, lenders and realtors participated in these workshops. These staff members provide technical assistance in housing, community and economic development, and capacity building, and provide health-care related information for the rural areas. The staff members also provide limited information on TDHCA's housing programs and refer communities to the appropriate office.

In addition to ORCA Field Offices, Border Field Offices, operated by TDHCA's Office of Colonia Initiatives (OCI) and supported in part by CDBG funds, promote fair housing in border counties. The OCI staff provides one-on-one training and technical assistance on their housing and community affairs programs and services including Contract for Deed Conversion, Texas Bootstrap Loan Program, First-Time Homebuyer, and Contract for Deed Consumer Education. Furthermore, CDBG provides grants for colonia self-help centers in seven border counties. The centers provide on-site technical assistance and conduct community development activities, infrastructure improvements, outreach and education.

## ACCOMPLISHMENTS IN HIGH PRIORITY AREAS

This section demonstrates how activities undertaken during the program year address identified areas of high priority and objectives.

**Non-Housing Community Development Priority Needs Summary Table**

Priority Community Development Needs	Priority Need Level
PUBLIC FACILITY NEEDS	Medium
INFRASTRUCTURE IMPROVEMENT	High
Solid Waste Disposal Improvements	Medium
Drainage and Flood Control Improvements	High
Water System Improvements	High
Street and Bridge Improvements	High
Sewer System Improvements	High
PUBLIC SERVICE NEEDS	Medium
ECONOMIC DEVELOPMENT NEEDS	High
OTHER COMMUNITY DEVELOPMENT NEEDS	Medium
PLANNING	High

### Specific Accomplishments

The following goals address the high priority needs identified above. Activities undertaken during the PY 2008 period that accomplish these goals are described.

#### INFRASTRUCTURE IMPROVEMENTS

Encourage projects that address basic human needs such as water, sewer and housing; projects that provide a first-time public facility or service; and projects designed to bring existing services up to at least state minimum standards as set by the applicable regulatory agency.



CDBG funded 175 projects under the Community Development Fund and Community Development Supplemental Funds in PY 2008. Together these two funds receive just over 60% of the total annual CDBG allocation.

- Almost 75% of funds awarded by CDBG address basic human needs.
- 90% of awarded construction funds address basic needs.
- 18 contracts totaling \$4,813,525 included funds for first time public water or public sewer facilities, benefiting 1,371 persons of whom 1,339 or 98% were low- to moderate-income persons.

The STEP Fund is designed to make a large impact by leveraging local resources and self-help volunteer labor to install needed water and sewer facilities at a cost that is affordable for the assisted communities. During this reporting period, 16 grants were awarded obligating \$3,526,118 for projects to benefit 4,939 persons of which two-thirds are low- and moderate-income persons.

- Over 70% of STEP funds awarded in 2008 address basic human needs, and 99% of construction funds address such needs.
- Six of the 16 STEP projects using \$1,142,801 in CDBG funds provide first time public water or public sewer facilities benefiting 201 persons of which 198 are low- to moderate income persons.

**Contracts Awarded in PY 2008 by Activity – Selected Funds**

Activity	CD/CDS	% of CD / CDS Total	STEP	% of STEP Total
Water Facilities	\$18,491,259	39.4%	\$1,955,040	55.4%
Sewer Facilities	\$15,521,855	33.0%	\$ 450,087	12.8%
Housing Rehabilitation	\$ 778,913	1.7%	\$ 107,052	3.0%
Drainage	\$ 1,268,386	2.7%		0%
Streets	\$ 1,386,613	3.0%		0%
Neighborhood Facilities	\$ 714,668	1.5%		0%
Other Facilities	\$ 563,654	1.2%		0%
Acquisition	\$ 60,050	0.1%	\$ 3,000	0.1%
Engineering	\$ 5,038,187	10.7%	\$ 564,630	16.0%
Administration	\$ 3,153,487	6.7%	\$ 446,309	12.7%
<b>Total Funds</b>	<b>\$46,977,072</b>		<b>\$3,526,118</b>	
Basic Needs Dollars	\$34,792,027	74.06%	\$2,512,179	71.24%

**ECONOMIC DEVELOPMENT**

Provide funds for economic development and business expansion in rural communities. Fund economic development projects that create or retain jobs.

Texas CDBG administered two relatively new programs during PY 2008 to promote economic development. Both programs provide grant funds to communities, which in turn make loans to small businesses: the Micro-enterprise Loan Fund is targeted toward businesses with five or fewer employees, while the Small Business Loan Fund benefits businesses with 100 or fewer employees. The loan recipients commit to creating or retaining jobs in rural communities and to making 51% or more of those jobs to be filled by low- or moderate-income persons. The CDBG funded two new Micro-enterprise Loan

## *Program Performance*

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### *Community Development*

Fund contracts in PY 2008 for \$100,000 each, terminated one Micro-enterprise Loan contract and continued administration of thirteen contracts previously awarded under both funds.

In PY 2008, CDBG funded thirty-one contracts under the Texas Capital Fund. The \$9,430,550 in CDBG assistance is expected to create 419 new jobs in rural communities, with at least 51% of those jobs to be filled by low- and moderate-income workers. The estimated cost per job created or retained through these contracts is \$22,507.

### **PLANNING**

Provide assistance to local governments in rural areas, emphasizing planning activities that primarily address problems in the areas of public works and housing assistance.
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Texas CDBG awarded 20 grants totaling \$654,920 for planning and capacity building projects. These projects are expected to benefit 41,181 persons including 26,635 low- and moderate-income persons. The 2008 planning projects primarily address public works and housing planning elements and leverage an estimated \$114,053 in other funding.

### **OTHER PRIORITY ACCOMPLISHMENTS**

Provide support for colonia communities, including funding for public improvements through a Colonia Construction Fund, funding for planning through a Colonia Planning Fund, and Self-Help Centers established in border counties.
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The Colonia Construction Fund is the second largest program administered by Texas CDBG and the largest targeting colonias. In 2008 CDBG funded 11 projects totaling \$5,071,854 which will benefit 822 persons, of which 770 are low- to moderate income persons. Nearly 83% of CFC funds awarded in PY 2008 address basic human needs, and 99% of construction funds address such needs. Four of the 11 CFC projects fund housing rehabilitation projects while seven provide first time public water or public sewer facilities.

Two Colonia Planning Fund grants were awarded that have the potential to benefit 6,480 persons of which an estimated 3,080 are low and moderate income persons. The \$155,000 obligated will be used to assess county-wide comprehensive needs in colonia areas and for an in-depth study/plan covering individual colonia communities.

A rider to ORCA's state appropriation retains 2.5% of the total CDBG appropriation for the operation of colonia self-help centers in seven border counties, in addition to the 10% federally mandated colonia set-aside. The activities of the self-help centers are overseen by the TDHCA Office of Colonia Initiatives. Separately, three border field offices, operated by TDHCA-OCI staff and supported in part by CDBG funds, are located in El Paso, Edinburg and Laredo to provide technical assistance to area residents and other interested parties. The TDHCA-OCI staff continues to provide technical assistance and disseminate information regarding available programs administered by TDHCA that could assist in addressing colonia issues and other local priority needs. During the reporting period, \$3,600,000 was awarded to support the colonia self-help centers.

Colonia Fund Activities, Contracts Awarded in PY 2008

Activity	CFC	CEDAP	CSH	CFP	Colonia Fund Total	% of Colonia Fund Total
Water Facilities *	\$1,225,950				\$ 1,225,950	11.4%
Sewer Facilities *	\$ 987,254				\$ 987,254	9.2%
Housing Rehabilitation *	\$1,989,950	\$1,727,592	\$1,374,045		\$ 5,091,587	47.4%
Housing Construction			\$1,570,800		\$ 1,570,800	14.6%
Clearance / Demolition	\$ 12,000				\$ 12,000	0.1%
Acquisition	\$ 34,000				\$ 34,000	0.3%
Homeownership Assistance			\$ 55,600		\$ 55,600	0.5%
Public Service			\$ 238,995		\$ 238,995	2.2%
Planning				\$ 155,000	\$ 155,000	1.4%
Engineering	\$ 417,200	\$ 10,586			\$ 427,786	4.0%
Administration	\$ 405,500	\$ 166,822	\$ 360,560		\$ 932,882	8.7%
<b>Total Funds</b>	<b>\$5,071,854</b>	<b>\$1,905,000</b>	<b>\$3,600,000</b>	<b>\$ 155,000</b>	<b>\$10,731,854</b>	
Basic Needs Dollars	\$4,203,154	\$1,727,592	\$2,944,845		\$ 8,875,591	82.7%

\*\* Colonia Self Help Centers are not included in this table, as the data is tracked differently.

Provide assistance for the recovery from natural disasters and fund projects that resolve threats to the public health and/or safety of local residents in rural areas.

During this reporting period, 60 grants were awarded for Disaster Relief/Urgent Need Fund projects. The \$14,343,789 obligated for these contracts will provide urgently needed assistance or alleviate the impacts of natural disasters for 544,289 Texans. An estimated 215,319 of the total beneficiaries for these projects are persons with low and moderate income.

**Persons with Disabilities**

ORCA accomplished the following to address the needs of persons with disabilities during PY 2008:

- Localities wishing to address the needs of persons with disabilities may include removal of architectural barriers as an eligible activity in an application for CDBG assistance. In PY 2008, funds awarded under the Texas Capital Fund Main Street Program will provide accessible ramps and sidewalks among other improvements, and certain housing rehabilitation projects include improvements to make the beneficiary’s home accessible.
- Texas CDBG and all grantees are required to comply with federal and state non-discrimination regulations and monitored for Section 504 compliance.

**RELATIONSHIP BETWEEN USE OF FUNDS AND PROGRAM OBJECTIVES**

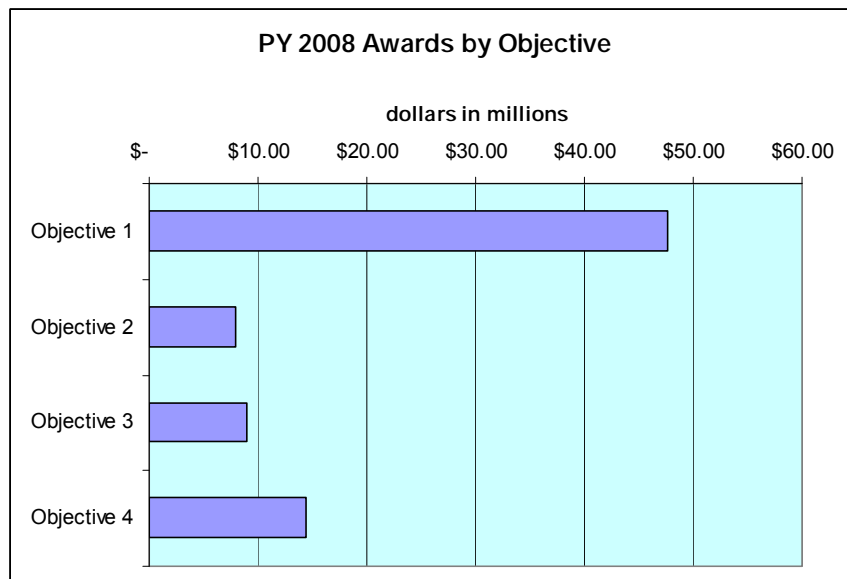
The purpose of the Texas Community Development Block Grant Program (CDBG) continues to be the development of viable communities by providing decent housing and a suitable living environment and by expanding economic opportunities, principally for persons of low and moderate income. The funding allocations among the CDBG programs and the activities funded within those programs reflect the following state development objectives and priorities:

## Program Performance

### Community Development

The objectives of the Texas Community Development Block Grant Program are as follows:

- Objective 1: To improve public facilities to meet basic human needs, principally for low and moderate income persons.
- Objective 2: To improve housing conditions, principally for persons of low and moderate income.
- Objective 3: To expand economic opportunities by creating or retaining jobs, principally for low and moderate income persons.
- Objective 4: To provide assistance and public facilities to eliminate conditions hazardous to the public health and of an emergency nature.



\* Activities may meet more than one objective.

The largest percentage of the funds obligated during this period will be used to address Objective 1, the *basic human needs* of water, sewer, and housing. Objective 2 *housing conditions* is addressed through several funds according to local priorities. Objective 3 *job creation and retention* is addressed under the Texas Capital Fund, the Microenterprise Loan Fund, and the Small Business Loan Fund. Through the Disaster Relief/Urgent Need Fund, the State continues to address Objective 4 *disaster relief* to provide assistance to meet the needs resulting from the disaster situations that impact Texas during each program year. The graph above charts CDBG funds according to the objective(s) met by funded activities.

### CHANGES IN PROGRAM OBJECTIVES

The Office of Rural Community Affairs (ORCA) does not intend to make any changes to the program objectives described above. The changes in funding categories implemented in PY 2008 which relate to the program objectives are discussed in the next section.

Nine public hearings for the proposed 2009 CDBG Action Plan were held in October and November 2007, and six public hearings for the 2009 Consolidated Plan (including the 2009 CDBG Action Plan) were held in September and October 2008.

The following comments were received for the proposed 2009 CDBG Action Plan relative to changing program objectives or related funding:

- Comments and recommendations regarding the RRC scoring process.
- Comments and recommendations regarding the ORCA “past performance” scoring criteria.
- Comments and recommendations regarding required workshop attendance for administrative consultants.
- Recommendation to consider force account methods for STEP projects.

## **PROGRAM CHANGES BASED ON EXPERIENCES**

The following changes were implemented during the program year to further improve the program:

- Two Pilot Programs were implemented in PY 2008: the Renewable Energy Demonstration Pilot Program and the Rural Health Pilot Program. The Renewable Energy program was included in the 2008 Action Plan, Public hearings were held in March 2008 to add the Rural Health program as a use of funds in the 2008 Action Plan.
- Scoring criteria were revised for several funds:
  - Regional Review Committee scoring for Community Development/Community Development Supplemental Funds: revised scoring criteria was implemented for the 2009/2010 scoring cycle based on concepts presented during the 2005/2006 and 2007/2008 scoring cycles.
  - Community Development/Community Development Supplemental Funds: new criteria were added to address long term reinvestment in infrastructure systems and water conservation issues.
  - Colonia Fund and Non-Border Colonia Fund: criteria now include local unemployment rate, and priorities were clarified for on-site wastewater disposal systems to distinguish first time service project from failing septic system projects.
  - Planning and Capacity Building Fund: a 20% matching requirement was applied to communities of all sizes, water conservation measures were required for all applicants, and telecommunications and broadband needs were added as activities.
  - Micro-enterprise Loan Fund and Small Business Loan Fund: a minimum number of points for project design or feasibility was required to be considered for funding.
- Disaster Relief funding was prioritized by the type of activity or assistance requested. In addition, applicants and CDBG were expected to consider the use of funds awarded under an existing contract to the community before awarding Disaster Relief funds.
- Texas CDBG supplemented the funding structure that supports certain funds by obligating program income and deobligated funds in addition to the PY 2008 allocation:

## Program Performance

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### Community Development

- Objective 1: *address basic human needs* and Objective 2: *improve housing conditions* was supplemented with \$1.27 million in previously deobligated funds for the STEP Fund.
- Objective 4: *provide assistance of an emergency nature* was supplemented with \$11.4 million in program income and deobligated funds for disaster relief in PY 2008.
- Local Revolving Loan Funds were required to limit the amount of funds held in reserve, and communities retaining additional funds were required to make loans until the reserve balance complied with the new requirement.
- ORCA released revisions to the 2007 Project Implementation Manual in January 2008 and September 2008. The revisions clarify program requirements related to financial records, force account construction methods, reporting requirements, and other project-related issues.
- Housing Infrastructure Fund contracts funded prior to Program Year 2003 were a high priority for closeout. ORCA received approval from HUD in 2007 to review HIF projects not completed within five years, accounting for due diligence by grant recipients, changes in local housing markets, national economic conditions, and other factors impacting successful housing development. Using this process, CDBG closed nine contracts, established one “workout agreement” with a contract extension, and terminated two HIF projects in PY 2008.
- Closeout of Program Years:
  - Tracking: ORCA focused considerable effort in PY 2008 on tracking and closing contracts funded through Program Years 1993 to 1997. The ORCA Executive Committee heard reports on these contracts on several occasions. ORCA requests closeout of PY 1993 with the PY 2008 PER.
  - Fund Substitution: ORCA proposed to HUD, and received approval, to expend available funds from older Program Years by substituting those funds for funds obligated to existing contracts that are tied to more recent program years. ORCA successfully used this process to expend all remaining PY 1997 funds through contracts nearing closeout. The last contract funded through PY1997 funds will close in PY 2009. ORCA intends to use this same process to expend all remaining funds in PY 1994 and PY 1996.
  - Conditional Closure: ORCA informally proposed to HUD in 2007 a method of conditionally closing program years that are complete except for repayment agreements. Certain grant recipients have been required to return some or all grant funds, which must then be re-obligated and expended to close the program year; in some cases such repayment requirements are the only actions preventing Program Year closeout for up to five years after all other activities have been closed. ORCA submitted a formal proposal for HUD consideration in PY 2008, which is currently under review by HUD. If the proposal is accepted, ORCA will conditionally close several program years when submitting PER 2009. The table below provides details as of January 31, 2008, for the contracts that have currently been asked to repay funds associated with PY 1993 to PY 2002.

**Timeline for Anticipated Program Year Closeout Based on Current Repayment Plans**

<u>Program Year</u>	<u>Contract</u>	<u>Grantee</u>	<u>Fund</u>	<u>Total Repayment</u>	<u>Repayment Remaining</u>	<u>Last Payment Due</u>	<u>Anticipated PY Close*</u>
1993	No repayments						PER 2008
1994	No repayments						PER 2009
1996	716018 716039	Colorado City Asherton	HDF CD	\$140,000.00 \$ 59,050.00	\$24,000.00 \$ 59,050.00	11/30/2009 12/31/2006*	PER 2009
1997	No repayments						PER 2009
1998	700459 718168	Sunset Pittsburg	STEP HIF	\$ 88,918.91 \$ 142,480.00	\$ 40,000.00 \$ 69,986.72	TBD* 3/31/2010	PER 2010
1999	No repayments						PER 2010
2000	718168 720058	Pittsburg Bay City	HIF HIF	\$ 133,120.00 \$ 389,515.47	\$ 133,120.00 \$ 324,596.45	10/31/2012 7/31/2011	PER 2012
2001	721108 721078	Pecos Lufkin	HIF HIF	\$ 367,342.91 \$ 400,000.00	\$ 297,342.91 \$ 333,333.34	10/31/2011 7/31/2011	PER 2013
2002	722098	Hondo	HIF	\$ 392,000.00	\$ 380,000.00	10/7/2011	PER 2013

\* These contractors also have audit or other eligibility concerns and are the least likely to complete repayment

The following changes are underway or represent potential changes from existing initiatives:

- ORCA Executive Committee:
  - The Executive Committee retained the Regional Allocation Task Force Subcommittee as a standing committee that includes representatives from the ORCA Executive Committee, State Planning Region Executive Directors, State Review Committee members, and Regional Review Committee members. This committee meets periodically to consider any changes to the regional allocation formula and to discuss other issues that could result in recommendations to the ORCA Executive Committee.
- Texas CDBG staff continue to establish positive working relationships with program stakeholders:

## Program Performance

### Community Development

- CDBG staff is part of an interagency workgroup with a focus on infrastructure improvement grants across Texas. The group is working toward greater cooperation among the funding agencies on complex projects requiring funding or approval from two or more sources.
- The program continued to provide comprehensive training to the Regional Review Committees that score the CD/CDS applications, while working with the RRCs and HUD to develop a revised method of local scoring that meets all HUD requirements.
- CDBG staff provided training for communities and administrative consultants throughout the state, including:
  - *Project Implementation Workshops* based on the 2007 Project Implementation Manual;
  - *Environmental Issues Training Workshops*;
  - *Survey Methodology Workshops*; and
  - Application workshops for the Community Development Fund, Colonia Construction Fund, Planning and Capacity Building Fund, and Colonia Planning Fund.

## HUD PERFORMANCE MEASURES

Texas CDBG implemented the HUD Performance Outcome Measurement System in PY 2007. Applications submitted in PY 2007 and closeout documents submitted under the Program Implementation Manual released in PY 2007 were required to identify the Objective (1. Creating Suitable Living Environments; 2. Providing Decent Affordable Housing; or 3. Creating Economic Opportunities) and the Outcome (1. Availability/Accessibility; 2. Affordability; or 3. Sustainability) addressed by the project.

The table below shows the performance measures identified for activities awarded in PY 2008:

**Performance Measures, Activities Awarded in PY 2008**

Performance Measure Identified	Proportion of Activities - Projected	Proportion of Activities - Actual
Activities to create Suitable Living Environments		
through Availability/Accessibility	42.2%	65.1%
through Affordability	16.8%	3.1%
through Sustainability	29.9%	20.3%
	<b>88.8%</b>	<b>88.6%</b>
Activities to provide Decent Housing		
through Availability/Accessibility	0.4%	2.0%
	<b>0.4%</b>	<b>2.0%</b>
Activities to create Economic Opportunities		
through Availability/Accessibility	4.5%	0.6%
through Affordability	1.9%	-
through Sustainability	4.5%	8.9%
	<b>10.8%</b>	<b>9.4%</b>



## MINORITY OUTREACH

The Office of Rural Community Affairs and its individual units have been successful in hiring qualified minority staff.

- The minority labor force percentage for the City of Austin, provided by the Texas Workforce Commission (as of December 2008), is 46 percent; the Office of Rural Community Affairs percentage of minority employees is 41 percent.
- The female labor force percentage for the City of Austin is 44 percent; the Office of Rural Community Affairs percentage of female employees is 58 percent.

### **Summary of Minority Business Enterprise Activities**

The Texas Building and Procurement Commission (TBPC) provides business services including maintaining the Centralized Master Bidders List, which includes the Historically Underutilized Businesses (HUB) List, as well as a list dedicated only to HUB listings. All Contractor localities can obtain a copy of this list of minority-owned businesses through TBPC. These businesses have been certified through the State's TBPC program. All CDBG recipients are notified of this service in writing at the time of contract execution for funds and contact numbers and website addresses are included in the TCDP Implementation Manual.

The directory can assist CDBG contractors in identifying minority- and women-owned businesses that provide goods and services in their immediate area and in the state. The online directory also provides an opportunity for local minority- and women-owned businesses to sign-up for HUB certification through the Internet.

The Texas Community Development Block Grant Program continues to require that all grantees submit Minority Business Enterprise reports on a quarterly basis. Instructions for reporting CDBG contractors are provided in the TCDP Project Implementation Manual. The information from these reports is compiled and reported annually to the HUD Regional Office in Fort Worth.

The state reviews the performance of all CDBG grantees and monitors the compliance with the required civil rights laws. All bid documents and contracts must contain equal opportunity provisions; compliance with Section 3 is reviewed for local contractor participation; and Section 504 requirements must be in place to avoid discrimination on the basis of handicap.

CDBG staff closely monitors the Contractor files for the following program requirements:

- Were equal opportunity guidelines followed in advertising vacancies, such as posting job vacancies and included equal opportunity language?
- Does the city/county have a written Section 3 Plan (or equivalent)?
- Did the city/county implement procedures that allow individuals with disabilities to obtain information concerning the existence and location of accessible services, activities and facilities?
- Did the city/county adopt 504 grievance procedures that incorporate due process standards and allow for prompt resolution of complaints?
- Has the city/county adopted and enforced a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individual engaged in nonviolent civil

## Program Performance

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### Community Development

rights demonstrations, and a policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstration within its jurisdiction?

- Has the city/county provided in the closeout reports the final beneficiaries for the project beneficiaries broken out, by race, ethnicity, gender, and low/moderate income status?
- Does the Final MBE reflect all contractors and subcontractors on the project?

If evidence of the above program requirements was not found in the files, the locality is allowed 30 days to provide the information, or complete the activity and submit proof of compliance.

#### Minority Business Enterprise Participation February 1, 2008 to January 31, 2009

Total Amount of Funds Subcontracted by CDBG Contractors	Amount of Funds Subcontracted to MBE's by CDBG Contractors	Percent of Funds Subcontracted to MBE's by CDBG Contractors
\$153,101,438	\$37,493,772	24.48%

- Total Contracts: 1,265
- Total MBE Contracts: 112

**HOMELESS:  
EMERGENCY SHELTER GRANTS PROGRAM**

TDHCA has administered the Emergency Shelter Grants Program (ESGP) since 1987. The state’s strategy to help homeless persons includes:

- community outreach efforts to ensure that homeless persons are aware of available services;
- providing funding to support emergency shelter and transitional housing programs;
- helping homeless persons make the transition to permanent housing and independent living through comprehensive case management;
- providing assistance to prevent homelessness; and
- supporting efforts to address and prevent homelessness.

Emergency shelter and transitional housing needs of homeless persons are addressed by utilizing ESGP grant funds to provide support to organizations that provide emergency services, shelter, and transitional housing to homeless persons and families. ESGP subrecipients assess the needs of homeless persons and those persons assisted to prevent homelessness through a case management system. To ensure that homelessness prevention funds are used appropriately and efficiently, ESGP subrecipients are encouraged to maximize all community resources when providing homelessness prevention assistance.

The objectives of the ESGP program are to:

- help improve the quality of emergency shelters for the homeless;
- make additional emergency shelters available;
- help meet the cost of operating and maintaining emergency shelters;
- provide essential services so that homeless individuals have access to the assistance they need to improve their situations; and
- provide emergency intervention assistance to prevent homelessness.

**DESCRIPTION OF RESOURCES**

This section describes ESGP funding that was available for PY 2008.

***PY 2008 Funding***

The following ESGP resources were made available in PY 2008.

**PY 2008 State ESGP Allocation**

Total 2008 State ESGP Allocation	\$5,261,641
5% State Administration (\$)	
Shared Administration	\$21,684
Reserved State Administration	\$241,398
Pending Reobligation*	\$75,000
Regional Obligation	\$4,998,559
<b>Total Funds Obligated</b>	<b>\$5,073,559</b>

\*unexpended funds from FY 2007

## Program Performance

### Homeless

#### **PY 2008 Activities**

The following activities are performed with ESGP PY 2008 funding:

- Renovation, major rehabilitation, or conversion of buildings for use as emergency shelters for the homeless.
- Provision of essential services\*, including (but not limited to):
  - a. assistance in obtaining permanent housing;
  - b. medical and psychological counseling and supervision;
  - c. employment counseling;
  - d. nutritional counseling;
  - e. substance abuse treatment and counseling;
  - f. assistance in obtaining other federal, state, and local assistance;
  - g. other services such as child care, transportation, job placement, and job training; and
  - h. staff salaries necessary to provide the above services.
- Payment of maintenance, operation, and furnishings costs, except that not more than 10 percent of the amount of any ESGP grant may be used to pay operation staff costs.
- Developing and implementing homeless prevention activities as per Sec. 414 of the McKinney Act as amended by Sec. 832 of the Cranston-Gonzalez National Affordable Housing Act.

*\*Services must be provided pursuant to Sec. 414 of the McKinney Act as amended by Sec. 832 of the Cranston-Gonzalez National Affordable Housing Act (42 U.S.C. Sec. 11374), which requires ESGP-funded services to be provided in a non-discriminatory manner.*

#### **INVESTMENT OF RESOURCES**

This section describes ESGP funding commitments that were made with PY 2008 funds.

#### **PY 2008 Funding Commitments**

ESGP funds received for PY 2008 were awarded in May 2008. The State ESGP contracts using PY 2008 funds began on September 1, 2008, and will end August 31, 2009, corresponding with the Texas State Fiscal Year (FY). For PY 2008, ESGP committed \$5,095,243 through 78 grants, including shared administrative funds.

##### **ESGP PY 2008 Funding Commitments**

	<b>State FY 2008</b>
Contract Dates	9/1/08-8/31/09
Number of Grant Recipients, Statewide	78
State ESGP Allocation	\$ 5,261,641
State Administration	*\$241,398
Funds Committed	\$5,073,559
Pending Reobligation	** \$113,058
Carry-In Funds/Unexpended 2007	\$75,000
<b>Total Allocated</b>	<b>\$5,503,015</b>

*\* Excludes \$21,684 of the State administration funds shared with units of local government.*

*\*\* Pending reobligation are FY 2008 ESG funds which had been obligated, but were not expended*

**PY 2008 ESGP Funding Commitments by Activity  
(FY'07 2/1/08-8/31/08 and FY'08 9/1/08-1/31/09)**

	Funding Amount	Percentage
Rehabilitation	\$6,520	.11%
Maintenance, Operations	\$2,395,121	42.05%
Essential Services	\$1,299,178	22.82%
Homeless Prevention	\$1,644,858	28.88%
Operations Administration	\$331,615	5.82%
Administration shared w/local govts	\$18,218	.32%
<b>Total Funds Committed</b>	<b>\$5,695,510</b>	

*\*Includes ESG expenditures from two contract periods, FY 2007 and FY 2008*

**Matching Requirements**

Section 576.51 of the ESGP regulations states that each grantee must match the funding provided by HUD. These matching funds must be provided after the date of the grant award to the grantee. TDHCA passes this match requirement along to each recipient. Match must be provided in an amount equal to or greater than the grant award. ESGP applicants identify the source and amount of match they intend to provide if they are chosen for funding. They report monthly on the amount of match provided. ESGP monitors review the match documentation during each monitoring visit. TDHCA conducts a desk review at the closeout of each contract to ensure that each ESGP recipient has provided an adequate amount of match during the contract period. The table below reflects match contributions for PY 2008 funds.

**Match Contributions for PY 2008 funds  
(SFY'07 2/1/08-8/31/08 and SFY'08 9/1/08-1/31/09)**

Source	Dollar Value
Donations (cash)	\$3,644,971
Lease Or Rent	\$926,169
Salaries	\$1,766,286
Volunteers (@ \$5/Hour)	\$296,770
Other (Various Sources of Grant Funds, In-Kind Donations, etc.)	\$256,138
<b>Total</b>	<b>\$6,890,334</b>

*Includes match expenditures from two contract periods, FY 2007 and FY 2008.*

**Continuum of Care Activities**

Historically, Texas has not received all of the Continuum of Care (CoC) funds HUD targeted for the State due to a lack of viable applications. To address this, TDHCA provided Community Services Block Grant discretionary funds to the Texas Homeless Network (THN) to provide statewide technical assistance and training to organizations and communities interested in forming homeless coalitions and in applying for CoC funds. In October 2008, THN submitted a Continuum of Care application to HUD requesting \$6,425,494 on behalf of nine organizations. HUD awarded CoC renewal funds to THN for \$348,716 and Abilene Hope Haven for \$185,577, the total awarded to the application was \$534,292.

As part of the ESGP Application requirements, organizations applying for ESGP funds must describe their involvement in homeless coalitions coordinating the provision of services to the homeless and at-

## *Program Performance*

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### *Homeless*

risk populations in their area. The 2008 applications once again demonstrated that local care providers continue to make great strides in coordinating their efforts and adopting a more comprehensive “continuum of care” approach to service. A majority of ESGP applicants include case management and information and referral in their range of services, while a significant number of communities have formed local homeless coalitions and social services coordinating councils as part of the Continuum of Care concept. In FY 2006, the Department revised the performance reporting requirements for ESGP subrecipients and the Department is now receiving data on outcomes accomplished by clients served by subrecipients. Outcomes tracked are in the area of education, employment, housing, substance abuse treatment, counseling, and other important services.

### **HMIS Requirements**

In the FY 2008 TDHCA ESGP application, applicants were required to certify that the applicant organization will meet HUD’s standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information. As of August, 2004, TDHCA has required all ESGP subrecipients receiving HUD McKinney-Vento Act program funds, which includes ESGP funds, that are located in a Continuum of Care jurisdiction to participate in an HMIS. ESGP subrecipients located in a Continuum of Care jurisdiction must coordinate and report client-level data to the administrator for the Continuum of Care coalition in their area. Furthermore, TDHCA has notified ESGP subrecipients that failure to coordinate with appropriate contacts to facilitate the HMIS implementation may result in withholding of ESGP contract funds. TDHCA is providing Community Services Block Grant funds to the Texas Homeless Network to assist ESGP subrecipients in implementing an HMIS reporting system in the Balance of State areas. The Department will continue to monitor ESGP subrecipients progress at implementing an HMIS reporting system.

## **DISTRIBUTION OF INVESTMENTS**

This section reports on how PY 2008 funds were distributed and the location of ESGP awards.

TDHCA administers the S-04-DC-48-0001 ESGP funds in a manner consistent with the McKinney-Vento Homeless Assistance Act, as amended (42 USC Sec 11371 et seq.). According to 24 CFR 576.35, states must commit their grant amount (i.e., make funds available through the offer of a contract) to units of general local government or nonprofit organizations within 65 days of the date of the grant award issued by HUD. This regulation also requires states to obligate (i.e. implement a contract) all ESGP funds within 180 days of the date of the grant award. In order to comply with these deadlines, TDHCA begins the application and award process several months in advance of receiving the dated grant award from HUD. All contracts are issued for a 12 month period in order to ensure that the full allocation is spent within 24 months of the time the funds are awarded to grant recipients (required by 24 CFR 576.35). If any funds remain unexpended after the contract period, they are reobligated to current recipients after the second quarter of their contract period to ensure recipients of additional funds have demonstrated appropriate expenditure rates and are free from monitoring concerns.

### **Fund Distribution Methodology**

TDHCA obligates ESGP funds through a statewide competitive application process. TDHCA funded 78 projects with FY 2008 (9/1/08-8/31/09) ESGP funds. TDHCA reserved ESGP funds for each of the 13 TDHCA Uniform State Service Regions using a formula based on the percentage of poverty population in

each region (as reported in the most recent US Census). TDHCA awarded funds to units of general local government and to private nonprofit organizations that have local government approval to operate a project that assists homeless individuals. TDHCA established funding guidelines at a minimum of \$30,000 and a maximum of \$100,000, with collaborative projects awarded up to \$300,000. In awarding ESGP funds, TDHCA makes available up to 30 percent of the total ESGP allocation for homeless prevention activities, 30 percent for the provision of essential services, 10 percent for operations administration, 5 percent for state administration which is shared with subrecipients that are cities or counties, and the remainder of the funds for rehabilitation, maintenance or operations.

**PY 2008 Regional Funding Distribution**

TDHCA Service Region		Percent of Poverty Population	Number of Counties	Fund Distribution per Region
1	High Plains	3.95%	41	\$200,406
2	Northwest Texas	2.49%	30	\$126,332
3	Metroplex	18.88%	19	\$957,888
4	Upper East Texas	4.88%	23	\$247,590
5	Southeast Texas	3.87%	15	\$196,347
6	Gulf Coast	21.04%	13	\$1,067,477
7	Capital	4.65%	10	\$235,920
8	Central Texas	4.79%	20	\$243,023
9	Alamo	8.57%	12	\$434,804
10	Coastal Bend	4.24%	19	\$215,119
11	South Texas Border	14.61%	16	\$741,247
12	West Texas	2.73%	30	\$138,508
13	Upper Rio Grande	5.30%	6	\$268,899
Total		100%	254	\$5,073,559

Source: 2000 US Census

\* This represents the amount of ESG funds awarded in FY 2008. The final percentage allocated to each region does not coincide with the original percentage of poverty population, because the total amount of funds allocated includes \$75,000 of unexpended funds from the prior year. These unexpended funds were redistributed back into the regions in which the funds were unexpended. The amount does not include \$21,684 of state administration funds shared with local government.

## Program Performance

### Homeless

#### Award Locations

PY 2008 ESGP awards were made in the following areas of the state. The amounts reported reflect actual allocation of FY 2008 ESGP funds, contract cycle 9/1/08-8/31/09.

#### PY 2008 ESGP Awards by Region

Legal Name	Region	City	Home County	Total Funds Awarded
Amarillo, City of	1	Amarillo	Potter	\$127,641.00
Driskill Halfway House, Inc.	1	Tulia	Swisher	\$30,000.00
Panhandle Crisis Center, Inc.	1	Perryton	Ochiltree	\$48,890.00
Pecan Valley Regional Domestic Violence Shelter	2	Brownwood	Brown	\$32,077.00
Salvation Army of Abilene	2	Abilene	Taylor	\$80,000.00
Arlington Life Shelter, The	3	Arlington	Tarrant	\$69,893.00
Dallas Jewish Coalition	3	Dallas	Dallas	\$36,400.00
Denton, City of	3	Denton	Denton	\$186,555.00
Family Gateway, Inc.	3	Dallas	Dallas	\$53,000.00
Family Place, The	3	Dallas	Dallas	\$56,800.00
Grayson County Juvenile Alternatives, Inc.	3	Sherman	Grayson	\$48,953.00
Johnson County Family Crisis Center	3	Cleburne	Johnson	\$44,662.00
Mission Granbury, Inc.	3	Granbury	Hood	\$48,687.00
Safe Haven of Tarrant County	3	Fort Worth	Tarrant	\$80,000.00
Salvation Army for Carr P. Collins Service Center	3	Dallas	Dallas	\$80,000.00
Salvation Army for Casa Shelter	3	Dallas	Dallas	\$60,114.00
Salvation Army for Family Life Center	3	Arlington	Dallas	\$80,000.00
Salvation Army for The First Choice Program	3	Fort Worth	Tarrant	\$80,000.00
Salvation Army of Sherman	3	Sherman	Grayson	\$40,000.00
East Texas Crisis Center	4	Tyler	Smith	\$36,807.00
Randy Sam's Outreach Shelter, Inc.	4	Texarkana	Bowie	\$73,353.00
Sabine Valley Center	4	Longview	Gregg	\$44,827.00
Salvation Army of Tyler	4	Tyler	Smith	\$80,000.00
Shelter Agencies for Families in East Texas, Inc.	4	Mt. Pleasant	Titus	\$38,000.00
Family Services of Southeast Texas, Inc.	5	Beaumont	Jefferson	\$66,747.00
Love I.N.C. of Nacogdoches	5	Nacogdoches	Nacogdoches	\$50,270.00
Port Cities Rescue Mission Ministries	5	Port Arthur	Jefferson	\$42,613.00
Women's Shelter of East Texas, Inc.	5	Nacogdoches	Nacogdoches	\$36,716.00
Bridge Over Troubled Waters, Inc.	6	Pasadena	Harris	\$60,000.00
Children's Center, Inc., The	6	Galveston	Galveston	\$112,000.00
Covenant House Texas	6	Houston	Harris	\$80,000.00
Fort Bend County Womens Center	6	Richmond	Fort Bend	\$47,992.00
Harmony House, Inc.	6	Houston	Harris	\$66,442.00
Houston Area Women's Center	6	Houston	Harris	\$79,979.00
Memorial Assistance Ministries	6	Houston	Harris	\$80,000.00
Montgomery County Women's Center	6	The Woodlands	Montgomery	\$40,497.00
Northwest Assistance Ministries	6	Houston	Harris	\$80,000.00



Program Performance

Homeless

Legal Name	Region	City	Home County	Total Funds Awarded
Salvation Army of Galveston	6	Galveston	Galveston	\$79,104.00
SEARCH	6	Houston	Harris	\$159,934.00
Westside Homeless Partnership	6	Houston	Harris	\$52,000.00
Womens Home, The	6	Houston	Harris	\$49,534.00
YWCA Greater Houston	6	Houston	Harris	\$79,995.00
Advocacy Outreach	7	Elgin	Bastrop	\$80,000.00
Highland Lakes Family Crisis Center	7	Marble Falls	Burnet	\$36,000.00
Salvation Army of Austin	7	Austin	Travis	\$34,692.00
Travis County Domestic Violence and Sexual Assault Survival Center	7	Austin	Travis	\$31,788.00
Youth and Family Alliance	7	Austin	Travis	\$53,440.00
Faith Mission and Help Center, Inc.	8	Brenham	Washington	\$79,117.00
Families In Crisis, Inc.	8	Killeen	Bell	\$55,252.00
Salvation Army of Waco	8	Waco	McLennan	\$30,000.00
Twin City Mission, Inc.	8	Bryan	Brazos	\$80,000.00
Comal County Family Violence Shelter, Inc.	9	New Braunfels	Comal	\$42,400.00
Connections Individual and Family Services, Inc.	9	New Braunfels	Comal	\$80,000.00
Family Violence Prevention Services, Inc.	9	San Antonio	Bexar	\$80,000.00
Salvation Army of Kerrville	9	Kerrville	Kerr	\$60,146.00
Seton Home	9	San Antonio	Bexar	\$77,791.00
St. Peter - St. Joseph Children's Home	9	San Antonio	Bexar	\$80,000.00
Corpus Christi Hope House, Inc.	10	Corpus Christi	Nueces	\$68,083.00
Mid-Coast Family Services, Inc.	10	Victoria	Victoria	\$41,529.00
Salvation Army of Corpus Christi	10	Corpus Christi	Nueces	\$30,000.00
Womens Shelter of South Texas	10	Corpus Christi	Nueces	\$79,594.00
Advocacy Resource Center for Housing, The	11	McAllen	Hidalgo	\$54,400.00
Amistad Family Violence and Rape Crisis Center	11	Del Rio	Val Verde	\$38,925.00
Bethany House of Laredo	11	Laredo	Webb	\$80,000.00
Brownsville, City of	11	Brownsville	Cameron	\$249,600.00
Family Crisis Center, Inc.	11	Harlingen	Cameron	\$160,000.00
Providence Ministry Corporation	11	San Benito	Cameron	\$35,406.00
Salvation Army of McAllen	11	McAllen	Hidalgo	\$80,000.00
Wintergarden Women's Shelter, Inc.	11	Carrizo Springs	Dimmit	\$52,515.00
Institute of Cognitive Development, Inc.	12	San Angelo	Tom Green	\$30,000.00
Midland Fair Havens, Inc.	12	Midland	Midland	\$65,600.00
Salvation Army of Odessa	12	Odessa	Ector	\$39,584.00
El Paso Villa Maria	13	El Paso	El Paso	\$30,000.00
La Posada Home, Inc.	13	El Paso	El Paso	\$54,660.00
Opportunity Center for the Homeless	13	El Paso	El Paso	\$80,000.00
Project Vida	13	El Paso	El Paso	\$48,778.00
Sin Fronteras Organizing Project	13	El Paso	El Paso	\$55,460.00
<b>TOTAL</b>				<b>\$5,095,242.00</b>

## FAMILIES AND PERSONS ASSISTED

This section describes the households assisted with ESGP funds.

### **Anticipated Households Served with PY 2008 Funding**

The ESGP Program does not project the number of households to be served. Please see the next section for information on the actual number of persons served in PY 2008.

### **Actual Households Served in PY 2008**

This section reports on the actual households served in PY 2008 (February 1, 2008, through January 31, 2009) through current contracts. These contracts were originally awarded in 2006 and 2008, and assisted persons during the PY 2008 reporting period. There were 131,712 total beneficiaries reported in PY 2008 through these contracts.

Persons Assisted in PY 2008

ESGP Activity	Total Estimated Beneficiaries	Total Funding
Homelessness Prevention	5,849	\$1,644,858
Essential Services	125,863	\$1,299,178
Total	131,712	\$2,944,036

The table below reports program performance measures as required by HUD CPD guidelines. HOME Program eligible activities are categorized in the table below according to the CPD objectives and outcomes standard.

ESGP Performance Measures, PY 2008

Outcomes and Objectives	Performance Indicators	Expected Number	Actual Number
<b>SL-1</b> Availability/ Accessibility and Create a Suitable Living Environment	Provide funding to support the provision of emergency and/or transitional shelter to homeless persons	75,000	125,863
<b>DH-2</b> Affordability and Provide Decent Housing	The provision of non-residential services including homelessness prevention assistance	5,500	5,849

**Racial and Ethnic Status of Persons Assisted**

The racial and ethnic status of the 131,712 total individuals receiving assistance in PY 2008 is reported below.

**Racial and Ethnic Status of Persons Assisted in PY 2008**

Ethnicity	Persons Assisted	Percent
White	97,680	74.16
Black /African American	30,525	23.18
Asian	433	.33
American Indian/Alaska Native	342	.26
Native Hawaiian/Other Pacific Islander	98	.07
American Indian and White	96	.07
Asian and White	33	.03
Black/African American and White	559	.42
American Indian/Alaska Native And Black/African American	20	.02
Other Multi-Race	1,565	1.19
Native Hawaiian/Pacific Islander and Asian	0	0
Balance of Individuals	361	.27
<b>Total</b>	<b>131,712</b>	<b>*100.0%</b>

\* estimate

Of 131,712 total persons, 58,215 or 44 percent, is of Hispanic or Latino origin. The breakdown of this population is below.

**Hispanic Origin of Persons Assisted in PY 2008**

Ethnicity	Persons Assisted	Percent
Hispanic and White	57,808	99.30
Hispanic and Black /African American	113	.19
Hispanic and Asian	4	.01
Hispanic and American Indian/Alaska Native	17	.03
Hispanic and Native Hawaiian/Other Pacific Islander	6	.01
Hispanic and Other Race or Multiracial	192	.33
White and Native American Hispanic	17	.03
White and Asian Hispanic	1	.00
White and Black Hispanic	43	.07
Black and Native American Hispanic	2	.00
Balance of Individuals Hispanic	12	.02
<b>Total</b>	<b>58,215</b>	<b>*100%</b>

\* estimate

## Program Performance

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### Homeless

#### Income Status of Persons Assisted

Of the 131,712 persons assisted, over 95 percent would be extremely low income and 4.5 percent would be very low income. The persons with incomes in the very low income range would primarily be persons receiving assistance with rent or utilities to prevent homelessness, thus they would be part of the 5,849 persons receiving homelessness prevention assistance.

Income Status of Persons Assisted in PY 2008

Income Level	Persons Assisted	Percent
Extremely Low Income (0-30% AMFI)	125,863	95.5%
Very Low Income (31-50% AMFI)	5,849	4.5%
Low Income (51-80% AMFI)		
Moderate Income (81-95%)		
Higher than 95%		
<b>Total</b>		<b>100%</b>

#### FAIR HOUSING ACTIVITIES

This section describes TDHCA's efforts to affirmatively further fair housing through ESGP.

ESGP subrecipients, in providing rental assistance to homeless persons or persons who are at risk of homelessness due to a foreclosure or eviction or due to loss of utilities, ensure that owners or renters are not discriminated against. The Department's ESGP subrecipient contracts include a provision on compliance with the Fair Housing Act. Finally, the Department's monitoring of subrecipients includes a process where we review compliance with provisions of the McKinney-Vento Homeless Assistance Act, the ESGP contract, and other federal or State regulations.

## ACCOMPLISHMENTS IN HIGH PRIORITY AREAS

This section demonstrates how activities undertaken during the program year address identified areas of high priority and objectives.

**Homeless Populations Needs Summary Table**

Populations	Priority Need Level
Homeless Population	H
Families	H
Chronic Substance Abusers	H
Seriously Mentally Ill	H
Persons with HIV/AIDS	H
Victims of Domestic Violence	H
Youth	H
Rural	H
General Homeless	H

The following FY 2008 (9/1/2008-8/31/2009) award recipients are targeting several of the priority homeless populations identified above. The table reflects the primary target population; however, the majority of the subrecipients serve other populations. The exception would be subrecipients who serve domestic violence victims or youth.

**Priority Homeless Populations Served by 2008 Award Recipients**

Target Population	Number of Subrecipients	Percentage
All Homeless	37	48%
At-Risk Homeless	14	18%
Domestic Violence Victims	22	28%
Homeless Families	0	0%
Homeless Refugees	1	1%
Mentally Ill	0	0%
Sexual Assault Victims	0	0%
Tuberculosis Victims	0	0%
Youth	4	5%
HIV/AIDS	0	0%
<b>Total Subrecipients</b>	<b>78</b>	<b>100%</b>

### **Specific Accomplishments**

The Department considers all homeless populations to be a priority and the awards process does not give preference to any particular population; ESGP funds are awarded on a competitive basis. The services provided by ESGP subrecipients during the FY 2008 period addressed the high priority needs identified above. The information in the table reflects the primary target population of FY 2008 ESGP subrecipients. Most ESGP subrecipients also serve other populations and most of the shelters serving all homeless populations would include persons who are mentally ill, persons who are chronic substance abusers, and persons with HIV/AIDS.

***Persons With Disabilities***

In order to meet the needs of persons with disabilities, the Department's ESGP subrecipients must make their facilities accessible to persons with disabilities.

ESGP subrecipients submit an annual Integrated Disbursement and Information System (IDIS) Report, and in that report, agencies state the percentage of persons assisted on an average day who meet a variety of identified characteristics, including the percentage of persons who are physically disabled. However, because a percentage is reported by each subrecipient and is not aggregated by the Department, the Department is unable to report a statewide number or percent of disabled persons assisted.

**HOUSING:**

**HOME INVESTMENT PARTNERSHIPS PROGRAM**

The purpose of the HOME Program is to expand the supply of decent, safe, and affordable housing for extremely low, very low, and low income households and to alleviate the problems of excessive rent burdens, homelessness, and deteriorating housing stock. HOME strives to meet the short-term goal of increasing the supply and the availability of affordable housing and the long-term goal of building partnerships between State and local governments and, private and nonprofit organizations to strengthen their capacity to meet the housing needs of low income Texans.

**DESCRIPTION OF RESOURCES**

This section describes HOME funding that was available for PY 2008.

***PY 2008 Activities***

For PY 2008, TDHCA was allocated \$40,043,225 by HUD; \$39,776,588 for HOME and \$266,637 for ADDI. Program Income in the amount of \$3,632,364 was received in PY 2008 and was utilized in funding additional HOME activities. While not all of the received funds are reflected in the funding plan below, they are included in awards and expenditures detailed throughout this report.

**PY 2008 HOME State Allocation and Funding Plan**

	Funding Amount	Percentage
Total HOME Allocation for PY 2008	\$39,776,588	100%
Less Administration Funds (10 percent of Allocation)	\$3,977,659	10%
Less CHDO Project Funds Set Aside (15 percent of Allocation) (Subject to Regional Allocation Formula)	\$5,966,488	15%
Less CHDO Operating Expenses Set Aside (5 percent of CHDO Set Aside)	\$298,324	1%
Less Persons with Disabilities Housing Programs	\$2,000,000	5%
Less Set Aside for Contract for Deed (CFD) Conversions	\$2,000,000	5%
Less Set Aside for Rental Housing Preservation Program (Subject to Regional Allocation Formula)	\$2,000,000	5%
Less Set Aside for Rental Housing Development Program (Subject to Regional Allocation Formula)	\$3,000,000	8%
Remaining Project Funds Subject to Regional Allocation Formula	\$20,534,117	51%
Estimated Program Income <sup>1</sup>	\$2,500,000	
Total ADDI Allocation	\$266,637	
Total HOME Funds subject to the Regional Allocation Formula (includes Estimated Program Income and ADDI funds)	\$23,300,754	

<sup>1</sup>Preliminary estimate included in the 2008 One-Year Action Plan, Funding Plan. These funds were programmed with 2008 Owner-Occupied Housing Assistance Activity.

**Summary of Project Funds Subject to Regional Allocation Formula (RAF):**

<b>Activity</b>	<b>Funding Amount</b>	<b>% of Available Funding</b>
Homebuyer Assistance (Includes ADDI)	\$3,721,755	16%
Owner-Occupied Housing Assistance (Includes Program Income)	\$16,123,882	69%
Tenant-Based Rental Assistance	\$3,455,118	15%
<b>Total Estimated Funding Available for Distribution</b>	<b>\$23,300,754</b>	<b>100%</b>

**PY 2008 Activities**

HUD regulations allow the HOME program to serve a variety of activities such as owner-occupied housing assistance, homebuyer assistance, tenant-based rental assistance, and rental housing development assistance. The PY 2008 allocation funded the following activities.

**Owner-Occupied Housing Assistance**

Rehabilitation or reconstruction cost assistance, in the form of grants or loans, is provided to eligible homeowners for the repair or reconstruction of their existing homes. The homes must be the principal residence of the homeowner. Housing that is constructed or rehabilitated with HOME funds must meet all applicable local codes, rehabilitation standards, ordinances, and zoning ordinances at the time of project completion. In the absence of a local code for new construction or rehabilitation, HOME-assisted new construction or rehabilitation must meet, as applicable, the International Residential Code, Texas Minimum Construction Standards (TMCS) and be in compliance with the basic access standards in new construction, established by §2306.514, Texas Government Code. This statutory requirement applies to any applicants utilizing federal or state money administered by TDHCA in the construction of single family homes.

**Homebuyer Assistance**

Down payment and closing cost assistance is provided to homebuyers for the acquisition of affordable single-family housing. This activity may also be used for the following:

- Construction costs associated with architectural barrier removal in assisting homebuyers with disabilities by modifying a home purchased with HOME assistance to meet their accessibility needs.
- Acquisition and rehabilitation costs associated with contract for deed conversions to serve Colonia residents.
- Construction costs associated with the rehabilitation of a home purchased with HOME assistance.

Eligible homebuyers may receive loans up to \$10,000 per household for down payment and closing costs, in the form of a 2nd or 3rd lien, zero percent interest, 10-year deferred-forgivable loan term. Homebuyer assistance loans are to be repaid at the time of resale of the property, transfer of any interest in the property, lease of the property, default under the terms of the loan, refinance of the first lien, or repayment



of the first lien, if any of these events occur before the end of the 10-year term. The amount of recapture will be based on the pro-rata share of the remaining term subject to available net proceeds from the sale, voluntary or involuntary, of the property. The Department has elected to utilize the recapture provision under 24 CFR 92.254(a)(5)(ii) as its method of recapturing HOME funds.

At the completion of the assistance, all properties must meet the Texas Minimum Construction Standards or local building codes, as applicable. Compliance with the basic access standards in new construction, established by §2306.514, Texas Government Code, is also required for any applicants utilizing federal or State money administered by TDHCA in the construction of single family homes.

### **American Dream Downpayment Initiative Set-Aside**

The American Dream Downpayment Initiative (ADDI) was created to help homebuyers with down payment and closing cost assistance. ADDI aims to increase the homeownership rate, especially among lower-income and minority households, and revitalize and stabilize communities.

Down payment and closing cost assistance is provided to first-time homebuyers for the acquisition of affordable single family housing. A first time homebuyer is defined as an individual and his or her spouse who have not owned a home during the three-year period prior to purchase. A first-time homebuyer includes an individual who is a “displaced homemaker” or “single parent” and who, even if while a homemaker or married, owned a home with his or her spouse or resided in a home owned by the spouse. A “displaced homemaker” means an individual who (1) is an adult; (2) has not worked full-time in the labor force for a number of years but has, during such years worked primarily without remuneration to care for the home and family; and (3) is unemployed or under-employed and is experiencing difficulty in obtaining or upgrading employment. A “single parent” is defined as an individual who (1) is unmarried; and (2) has one or more minor children for whom the individual has custody, or is pregnant.

Eligible first time homebuyers may receive a loan for up to \$10,000 for down payment and closing costs. ADDI assistance will be in the form of a 2<sup>nd</sup> or 3<sup>rd</sup> lien, zero percent interest, 10-year deferred forgivable loan. The loans are to be repaid at the time of resale of the property, refinance of the first lien, repayment of the first lien, or if the unit ceases to be the assisted homebuyer’s principal residence. If any of these occur before the end of the 10-year loan term, the amount of recapture will be based on the pro-rata share of the remaining loan term. The Department has elected to utilize the recapture provision under 24 CFR 92.254(a)(5)(ii) as its method of recapturing HOME funds.

At the completion of the assistance, all properties must meet the Texas Minimum Construction Standards or local building codes, as applicable. Compliance with the basic access standards in new construction, established by §2306.514, Texas Government Code, is also required for any applicants utilizing federal or State money administered by TDHCA in the construction of single family homes.

### **Tenant-Based Rental Assistance**

Rental subsidy and security and utility deposit assistance is provided to tenants, in accordance with written tenant selection policies, for a period not to exceed twenty four months, but may be renewed, subject to availability of HOME funds. TBRA allows the assisted tenant to live in and move to any dwelling unit with a right to continued assistance with the condition that assisted families participate in a self-sufficiency program.

### **Rental Housing Development**

Awards for eligible applicants are to be used for the development of affordable multifamily rental housing. Owners are required to make the units available to extremely low, very low, and low income families, and must meet long-term rent restrictions.

### **Rental Housing Preservation**

Awards for eligible applicants are to be used for the acquisition and/or rehabilitation for the preservation of existing affordable or subsidized rental housing. Owners are required to make the units available to extremely low, very low, and low income families and must meet long-term rent restrictions.

### **CHDO Set-Aside**

A minimum of 15 percent of the annual HOME allocation, approximately \$5,966,488, plus \$298,324 in CHDO operating expenses, was reserved for CHDOs. CHDO set-aside projects are owned, developed, or sponsored by the CHDO, and result in the development of rental units or homeownership. Development includes projects that have a construction component, either in the form of new construction or the rehabilitation of existing units.

### **Contract for Deed Conversions Set-Aside**

In 2007, the 80th Legislature passed Appropriations Rider 6 to TDHCA's appropriation, which requires TDHCA to spend no less than \$4 million for the biennium on contract for deed conversions for families that reside in a colonia and earn 60 percent or less of the Applicable area median family income (AMFI). The intent of this program is to help colonia residents become property owners by converting their contracts for deeds into traditional mortgages. Properties proposed for this initiative must be located in a colonia as identified by the Texas Water Development Board colonia list or meet TDHCA's definition of a Colonia.

### **Colonia Model Subdivision Program Set-Aside**

Subchapter GG of Chapter 2306, Texas Government Code, created this program to provide low interest rate or possibly interest-free loans to promote the development of new, high-quality, residential housing, that provide alternatives to substandard colonias, and housing options affordable to individuals and families of extremely low and very low income who would otherwise move into substandard colonias. TDHCA will make loans to CHDOs certified by TDHCA for the types of activities and costs described under the previous section regarding CHDO development Loans.

### **Persons with Disabilities Set-Aside**

Pursuant to §2306.111 (c)(2), Texas Government Code, in its administration of federal housing funds provided to the state under the Cranston-Gonzalez National Affordable Housing Act, five percent of these funds shall be expended for the benefit of persons with disabilities who live in any area of the state. Approximately \$2 million of directed assistance for persons with disabilities was issued under separate NOFAs for eligible activities including Rental Development, TBRA, and HBA with optional rehabilitation activities. These NOFAs were separate from the regular HOME activity funding, providing up to \$500,000 for Rental Development and \$1.5 million for TBRA and HBA with optional rehabilitation

from the fiscal year 2008 allocation. Deobligated funds from prior years were also included in the Rental Development NOFA.

## **INVESTMENT OF RESOURCES**

This section describes HOME funding commitments that were made with PY 2008 funds.

TDHCA receives an annual HOME allocation from HUD, which is then awarded to units of local government, public housing authorities (PHAs), community housing development organizations (CHDOs), and other nonprofits and for-profits eligible to receive HOME funds from the State. TDHCA provides technical assistance through application and implementation workshops to all recipients of HOME funds to ensure that all participants meet and follow the State implementation guidelines and federal regulations, and continues to provide technical assistance during the implementation of HOME awards.

HOME funds are reserved for persons at or below 80 percent of the area median family income as defined by HUD. By HUD regulations, 15 percent of TDHCA's total HOME allocation must be set aside for CHDOs.

## Program Performance

### Housing

#### **PY 2008 Funding Commitments**

During 2008, TDHCA utilized a total of \$ 49,757,950 in HOME funds including program income and additional deobligated funds in the following manner:

#### **Total Amount of Funding Committed for PY 2008**

Activity	HOME Allocation	Project Funds Awarded <sup>1</sup>	Admin/Oper Exp. Funds Awarded
2008 HUD HOME Allocation and Reprogrammed Funds Committed	\$39,776,588	\$48,892,212	\$865,238
Less Administration (10% of Allocation) <sup>2</sup>	-3,977,659	—	—
Less CHDO (15% of Allocation)	-5,966,488	\$11,293,882	—
Less CHDO Operating Exp.(5% of CHDO)	-298,324		\$0
TOTAL HUD Mandated deductions	10,242,471	—	—
<b>Sub-Total Available SF and MF Non-CHDO funds</b>	<b>29,534,117</b>	—	—
Less MF Rental Housing Preservation Program	-2,000,000	\$0	\$0
Less MF Rental Housing Development Program	-3,000,000	\$13,572,113	\$0
Less Contract for Deed	-2,000,000	\$1,000,000	\$40,000
Persons with Disabilities Set Aside	-2,000,000	\$926,145	\$0
TOTAL State Set Asides	-9,000,000	—	—
<b>Total Available SF &amp; MF Non-CHDO funds</b>	<b>20,534,117</b>	—	—
Plus 2008 American Dream Downpayment Initiative (ADDI)	266,637	—	—
Plus Estimated Program Income	2,500,000	—	—
<b>Total Project Funds Subject to Reg. Alloc. Formula</b>	<b>23,300,754</b>	—	—

<sup>1</sup>includes program income and deobligated monies

<sup>2</sup> includes 60% TDHCA and 40% Contract Administrators.

#### **Summary of Project Funds Subject to Regional Allocation Formula for PY 2008**

Activity	HOME Allocation	Project Funds Awarded	Admin/Oper Exp. Funds Awarded
Homebuyer Assistance (Includes ADDI funds)	\$3,721,755	\$4,946,081	\$185,844
Owner Occupied Housing Assistance (Includes Program Income and OCC Disaster Relief)	\$16,123,882	\$14,830,000	\$518,500
Tenant Based Rental Assistance	\$3,455,118	\$2,324,491	\$120,894

**Award of HOME Funds by Activity PY 2008  
(Includes Administration and Reprogrammed Funds<sup>1</sup>)**

Activity	Amount	Percentage
Homebuyer Assistance (All Activities)	\$6,171,925	12%
Owner-Occupied Housing Assistance	\$15,348,500	31%
Tenant-Based Rental Assistance	\$2,445,385	5%
CHDO Rental Development	\$11,293,882	23%
CHDO Operating Expense	\$0	0%
Rental Housing Development	\$14,498,258	29%
<b>Total</b>	<b>\$49,757,950</b>	<b>100%</b>

<sup>1</sup>includes program income and deobligated monies

**Matching Requirements**

TDHCA provides matching contributions from several sources for HOME funds drawn down from the State HOME Investment Trust Funds Treasury account within the PY. The following sources are utilized:

- Proceeds from the sale of single family mortgage revenue bonds issued by TDHCA.
- Match contributions from the Texas Housing Trust Fund to affordable housing projects that are not HOME-assisted but that meet the requirements as specified in 92.219(b)(2).
- Eligible match contributions from State recipients and subrecipients, as specified in 24 CFR 92.220.

TDHCA annually submits a separate HOME match report, HUD 40107-A, which lists matching funds and sources provided by each HOME project.

**DISTRIBUTION OF INVESTMENTS**

This section reports on how PY 2008 funds were distributed and the location of HOME awards.

**Allocation Formula**

Section 2306.111(c), Texas Government Code mandates that TDHCA is to allocate no less than 95 percent of HOME funds to applicants that serve households located in a non-participating jurisdiction. The Department may use 5 percent of the HOME funds in participating jurisdictions, that serve persons with disabilities<sup>1</sup> and for multifamily developments, adhere to TDHCA’s Integrated Housing Rule.

<sup>1</sup> According to HUD, a person shall be considered to have a disability if the person is determined to have a physical, mental, or emotional impairment that: (1) is expected to be of long-continued and indefinite duration, (2) substantially impeded his or her ability to live independently, and (3) is of such a nature that the ability could be improved by more suitable housing conditions. A person shall also be considered to have a disability if he or she has a developmental disability as defined in the Developmental Disabilities Assistance and Bill of Rights Act (42 USC. 6001-6006). The term also includes the surviving member(s) or any household described in the first sentence of this paragraph who is (were) living in an assisted unit with the disabled member of the household at the time of his or her death. Disabilities reflect the consequences of a bodily impairment in terms of functional performance.

## *Program Performance*

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### *Housing*

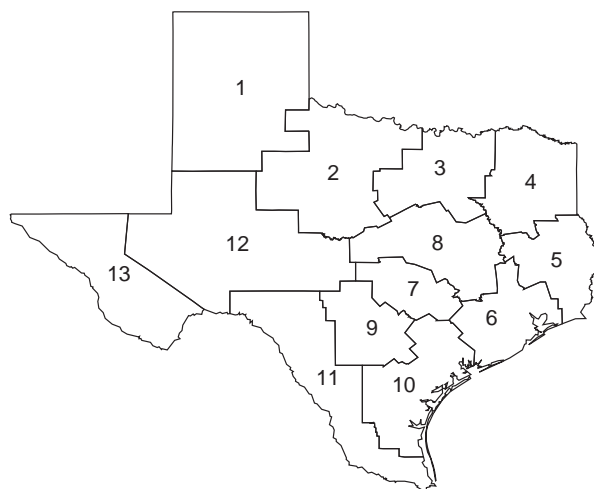
In the One Year Action Plan, TDHCA had a goal of allocating a minimum of 20 percent of the annual HOME allocation to applicants serving persons with special needs. Persons with “special needs” include homeless persons, elderly persons, persons with disabilities, persons with AIDS and AIDS-related diseases, victims of domestic violence, persons with alcohol and/or drug addictions, colonia residents, and migrant farmworkers. Eligible applicants include nonprofits, units of general local government, and PHAs with documented histories of working with special needs populations. Eligible activities include homebuyer assistance, owner-occupied housing assistance, and tenant-based rental assistance.

### **Regional Allocation Formula**

Section 2306.111(d), Texas Government Code, mandates that TDHCA allocate housing funds awarded in the HOME, Housing Trust Fund, and Housing Tax Credit (HTC) programs to each Uniform State Service Region using a formula developed by TDHCA. As a result, a large portion of the HOME funds were awarded using the Regional Allocation Formula (RAF) that responds to Section 2306.111. PY 2008 funding associated with the following set-asides was not distributed through the RAF: Contract for Deed Conversions and Persons with Disabilities Set-Aside.

Section 2306.1112, Texas Government Code established TDHCA’s Executive Award and Review Advisory Committee. HOME funding recommendations were presented to this committee prior to recommendation to TDHCA’s Governing Board.

**State Service Regions Map**



**Regional Award of HOME Funds PY 2008  
(Includes Administration and Reprogrammed<sup>1</sup> Funds)**

Region	Amount	% of Total Amount	Proposed Units to be Assisted	% of Total Units to be Assisted
1	\$780,000	2%	10	1%
2	\$0	0%	0	0%
3	\$6,571,124	13%	230	14%
4	\$8,517,999	17%	272	17%
5	\$2,381,899	5%	116	7%
6	\$3,834,236	8%	160	10%
7	\$7,342,000	15%	107	7%
8	\$5,117,300	10%	128	8%
9	\$5,165,710	10%	148	9%
10	\$2,258,980	5%	79	5%
11	\$5,187,573	10%	235	15%
12	\$626,729	1%	34	2%
13	\$1,662,400	3%	71	4%
Multiregional	\$312,000	1%	30	2%
<b>Total</b>	<b>\$49,757,950</b>	<b>100%</b>	<b>1,620</b>	<b>100%</b>

<sup>1</sup>includes program income and deobligated monies

**Award Locations**

PY 2008 HOME awards were made in the following areas of the state. These numbers include administration dollars awarded to the contractor.

**PY 2008 HOME Awards and Estimated Units by Region**

Regions Served	Administrator Name	Counties Served	Amount	Total Units
1	City Of Meadow	TERRY	\$390,000	5
1	City Of Sundown	HOCKLEY	\$390,000	5
3	City Of Pilot Point	DENTON	\$156,000	2
3	City Of Godley	JOHNSON	\$156,000	2
3	Affordable Caring Housing, Inc.	NAVARRO	\$44,579	4
3	City Of Terrell	KAUFMAN	\$374,400	5
3	City Of McKinney	COLLIN	\$312,000	5
3	Crowley Fountainhead, Lp	TARRANT	\$426,145	9
3	Corsicana Dma Housing, LP	NAVARRO	\$420,000	12
3	City Of Terrell	KAUFMAN	\$208,000	20
3	Christian Community Action	COLLIN, DALLAS, DENTON	\$312,000	22
3	The Colony Senior Community, Lp	DENTON	\$3,000,000	29
3	City Of McKinney	COLLIN	\$312,000	40
3	Fdi-quail Run, Ltd.	WISE	\$400,000	40
3	Fdi-Chisum Trail, Ltd.	DENTON	\$450,000	40
4	City Of Redwater	BOWIE	\$187,200	3
4	City Of Bogata	RED RIVER	\$312,000	4

## Program Performance

### Housing

Regions Served	Administrator Name	Counties Served	Amount	Total Units
4	Franklin County	FRANKLIN	\$312,000	5
4	Cass County	CASS	\$374,400	5
4	City Of Palestine	ANDERSON	\$390,000	5
4	City Of Clarksville	RED RIVER	\$367,200	6
4	Red River County	RED RIVER	\$374,400	6
4	City Of Cuney	CHEROKEE	\$390,000	6
4	City Of Hughes Springs	CASS	\$374,400	6
4	City Of Carthage	PANOLA	\$390,000	6
4	City Of Gladewater	GREGG, UPSHUR	\$390,000	6
4	City Of Jacksonville	CHEROKEE	\$390,000	6
4	Affordable Caring Housing, Inc.	ANDERSON, GREGG, HENDERSON	\$123,828	10
4	City Of Hughes Springs	CASS	\$156,000	15
4	Affordable Caring Housing, Inc.	ANDERSON, GREGG, HENDERSON	\$158,571	15
4	Silverleaf At Chandler, Lp	HENDERSON	\$0	17
4	City Of Paris	LAMAR	\$208,000	20
4	City Of Nash	BOWIE	\$260,000	25
4	Lexington Court Phase II, Ltd.	GREGG	\$2,600,000	34
4	Fdi-Northview, Ltd.	GREGG	\$760,000	72
5	City Of Center	SHELBY	\$390,000	5
5	City Of Crockett	HOUSTON	\$390,000	6
5	City Of Nacogdoches	NACOGDOCHES	\$390,000	6
5	Buckner Children & Family Ser., Inc., Dba Buckner Family Place	ANGELINA, NACOGDOCHES	\$97,843	7
5	Buckner Children & Family Ser., Inc., Dba Buckner Family Place	ANGELINA, NACOGDOCHES	\$260,000	20
5	Burke Center	ANGELINA, HOUSTON, JASPER, NACOGDOCHES, NEWTON, POLK, SABINE, SAN AUGUSTINE, SAN JACINTO, SHELBY, TRINITY, TYLER	\$298,844	32
5	Huntington-Charger Properties, Lp	ANGELINA	\$555,212	40
6	City Of Conroe	MONTGOMERY	\$390,000	6
6	City Of Cleveland	LIBERTY	\$510,000	7
6	City Of Ames	LIBERTY	\$510,000	7
6	Liberty County	LIBERTY	\$510,000	7
6	Affordable Caring Housing, Inc.	WALKER	\$71,111	7
6	City Of Dayton	LIBERTY	\$510,000	7
6	Southeast Texas Housing Finance Corporation	AUSTIN, CHAMBERS, GALVESTON, LIBERTY, MATAGORDA, WALKER, WALLER, WHARTON	\$181,836	18



Program Performance

Housing

Regions Served	Administrator Name	Counties Served	Amount	Total Units
6	City Of Bay City	MATAGORDA	\$260,000	25
6	Southeast Texas Housing Finance Corporation	BRAZORIA, GALVESTON, HARRIS	\$261,289	28
6	Fdi-Brookhollow Manor, Ltd.	WALLER	\$630,000	48
7	City Of Taylor	WILLIAMSON	\$390,000	5
7	City Of Smithville	BASTROP	\$390,000	5
7	Thf Highland Lakes Housing Corporation	BLANCO	\$3,250,000	28
7	Ddc Creekside Villas, Ltd.	HAYS	\$3,000,000	29
7	Travis County Housing Finance Corporation	TRAVIS	\$312,000	40
8	City Of Moody	MCLENNAN	\$390,000	5
8	City Of Temple	BELL	\$382,500	6
8	City Of Teague	FREESTONE	\$390,000	6
8	City Of Wortham	FREESTONE	\$390,000	6
8	Temple Housing Authority	BELL	\$124,800	12
8	Goldthwaite Fountainhead, Lp	MILLS	\$210,000	24
8	Bell Fountainhead, Lp	BELL	\$330,000	24
8	Constitution Court, Ltd.	CORYELL	\$2,900,000	45
9	City Of Devine	MEDINA	\$390,000	6
9	Hill Country Home Opportunity Council, Inc.	KERR	\$62,400	6
9	Hvm Jourdanton, Ltd.	ATASCOSA	\$437,274	11
9	Center For Healthcare Services	BEXAR	\$285,480	12
9	The Mirabella, Ltd.	BEXAR	\$500,000	13
9	Center For Housing And Economic Opportunities Corp.	WILSON	\$1,943,882	24
9	Ellis Community Resources, Inc.	COMAL	\$312,000	28
9	Fredericksburg Seniors Apartments Ltd Partnership	GILLESPIE	\$1,234,674	48
10	City Of Hallettsville	LAVACA	\$390,000	6
10	American Gi Forum	NUECES	\$750,000	19
10	La Feria Housing, Ltd.	GONZALES	\$1,118,980	54
11	Webb County	WEBB	\$249,600	4
11	La Salle County	LA SALLE	\$390,000	6
11	San Benito Housing Authority	CAMERON	\$390,000	6
11	City Of La Feria	CAMERON	\$390,000	6
11	La Salle County	LA SALLE	\$510,000	7
11	Crystal City	ZAVALA	\$510,000	9
11	Affordable Homes Of South Texas, Inc.	HIDALGO	\$312,000	15
11	Futuro Communities Inc.	DIMITT, LA SALLE, MAVERICK, UVALDE, ZAVALA	\$312,000	30
11	San Benito Housing Authority	CAMERON	\$312,000	30
11	City Of La Feria	CAMERON	\$312,000	30
11	Cameron County Housing Finance Corporation	CAMERON	\$312,000	30

## Program Performance

### Housing

Regions Served	Administrator Name	Counties Served	Amount	Total Units
11	Community Development Corporation Of Brownsville	CAMERON	\$312,000	30
11	Brackettville Seniors Apartments, Ltd.	KINNEY	\$875,973	32
12	Midland Community Development Corporation	MIDLAND	\$104,000	5
12	City Of Midland	MIDLAND	\$166,400	5
12	Buckner Children And Family Svcs Inc, Dba Family Place At Hearth	MIDLAND	\$169,129	6
12	Midland Habitat For Humanity	MIDLAND	\$83,200	8
12	City Of Midland	MIDLAND	\$104,000	10
13	Ayuda, Inc.	EL PASO	\$520,000	5
13	El Paso Collaborative For Community And Economic Development	EL PASO	\$520,000	5
13	Organizacion Progresiva De San Elizario	EL PASO	\$114,400	11
13	El Paso Collaborative For Community And Economic Development	EL PASO	\$208,000	20
13	El Paso Credit Union Hoap Inc.	EL PASO	\$300,000	30
Multiregional	Special Health Resources For Texas, Inc.	ANDERSON, BOWIE, CAMP, CASS, CHEROKEE, GREGG, HARRISON, HENDERSON, LAMAR, MORRIS, PANOLA, RED RIVER, RUSK, SMITH, VAN ZANDT, WOOD, KERR	\$312,000	30
<b>Total</b>	—	—	\$49,757,950	1,620

**FAMILIES AND PERSONS ASSISTED**

This section describes the households assisted with HOME funds.

**Anticipated Households Served with PY 2008 Funding**

For contracts that were awarded with PY 2008 funds, there are 1,620 total anticipated units.

**PY 2008 Estimated Funds and Units  
(Including Administration and Reprogrammed Funds)<sup>1</sup>**

	Activity	Total Estimated Units	Total Funding
Owner	Homebuyer Assistance (all activities)	508	\$6,171,925
	Owner-Occupied Assistance	227	\$15,348,500
Renter	Tenant-Based Rental Assistance	193	\$2,445,385
	CHDO Rental Development	135	\$11,293,882
	Rental Housing Development	557	\$14,498,258
<b>Total</b>		<b>1,620</b>	<b>\$49,757,950</b>

<sup>1</sup> includes program income and deobligated monies

**Actual Households Served in PY 2008**

This section reports on the actual units completed in PY 2008 (February 1, 2008, though January 31, 2009) through current contracts. These contracts were originally awarded in 2004 though 2007, and units were completed during the PY 2008 reporting period. There were 1,296 total units completed in PY 2008 through these contracts.

**Actual Units Completed in PY 2008 by Activity**

	Activity	Total Units	Total Disbursed
Owner	Homebuyer Assistance	213	\$3,885,150
	Owner-Occupied Housing Assistance	309	\$16,173,275
Renter	Tenant-Based Rental Assistance	458	\$2,431,406
	Rental Development	316	\$8,735,251
<b>Total</b>		<b>1,296</b>	<b>\$31,225,082</b>

**Special Needs Population Assisted Units Completed in PY 2008**

Special Needs Group	Units Assisted	% of Units
Alcohol & Drug Addiction	0	0%
Colonias	40	3%
Elderly Populations	100	8%
Homeless Populations	67	5%
Migrant Farmworkers	2	0%
People With Disabilities	398	31%
Persons with HIV/AIDS	0	0%
Victims of Domestic Violence	9	1%
Not Applicable	680	52%
<b>Total</b>	<b>1,296</b>	<b>100%</b>

**Racial Composition of Assisted Units Completed in PY 2008**

Race	Units Assisted	Percent of Units
American Indian/Alaska Native	10	0.8%
American Indian/Alaska Native & Black/African American	2	0.2%
American Indian/Alaska Native & White	3	0.2%
Asian	3	0.2%
Asian & White	5	0.4%
Black/African American	179	13.8%
Black/African American & White	6	0.5%
Native Hawaiian/Other Pacific Islander	5	0.4%
Other Multi Racial	36	2.8%
White	731	56.4%
Unknown	316	24.4%
<b>Total</b>	<b>1,296</b>	<b>100.0%</b>

**Hispanic Origin of Assisted Units Completed in PY 2008**

Ethnicity	Units Assisted	Percent of Units
Hispanic and American Indian/Alaska Native	2	0.6%
Hispanic and Asian & White	2	0.6%
Hispanic and Other Multi Racial	31	9.0%
Hispanic and White	310	89.9%
<b>Total</b>	<b>345</b>	<b>100.0%</b>

**Income Status of Units Completed in PY 2008**

Income Category	Number of Units	% of Units
Extremely Low Income (0-30% AMFI)	621	48%
Very Low Income (31-50% AMFI)	488	38%
Low Income (51-60% AMFI)	124	10%
Low Income (61-80% AMFI)	63	5%
<b>Total</b>	<b>1,296</b>	<b>100%</b>

**Income Status of Units Completed in PY 2008 by Activity**

		AMFI 0-30%	AMFI 31-50%	AMFI 51-60%	AMFI 61-80%	Total
Owner	Homebuyer Assistance	20	87	49	57	213
	Owner-Occupied Assistance	199	99	5	6	309
Renter	Tenant-Based Rental Assistance	364	91	3	0	458
	Rental Housing Development	38	211	67	0	316
	<b>Total</b>	<b>621</b>	<b>488</b>	<b>124</b>	<b>63</b>	<b>1,296</b>

**CPD Outcome Performance Measurement**

The table below reports program performance measures as required by HUD CPD guidelines. HOME Program eligible activities are categorized in the table below according to the CPD objectives and outcomes standard.

**HOME Program Performance Measures, PY 2008**

Outcomes and Objectives	Performance Indicators	Expected Number	Actual Number	Percentage
DH-2	No. of rental units assisted through new construction and rehabilitation	400	316	79%
DH-2	No. of tenant-based rental assistance units	630	458	73%
DH-2	No. of existing homeowners assisted through owner-occupied assistance	750	309	41%
DH-2	No. of first-time homeowners assisted through homebuyer assistance	560	213	38%

The above measures represent actual contracts closed-out during PY 2008, including contracts from 2006 and 2007. The Department began allocating funds in the form of loans rather than grants during late 2007. This change resulted in an extension of the closing process unanticipated when the Department estimated the performance targets. We anticipate an increase in the volume of closed-out contracts for PY 2009, and this is reflected in the higher performance targets requested by the Department in the Action Plan for PY 2009.

## **FAIR HOUSING ACTIVITIES**

This section describes TDHCA's efforts to affirmatively further fair housing through the HOME Program.

### ***Monitoring and Compliance of the Fair Housing Requirements***

Fair Housing complaints received by TDHCA are forwarded directly to the Texas Workforce Commission Civil Rights Division, the Texas state agency responsible for enforcement of the Texas Fair Housing Act.

TDHCA's Portfolio Management and Compliance (PMC) division is responsible for on-site monitoring of all HOME rental developments. Compliance staff utilizes comprehensive checklists to review compliance with accessibility, fair housing, and affirmative marketing requirements.

- Accessibility requirements are monitored throughout the affordability period. All Rental housing developments must comply with Section 504 of the Rehabilitation Act of 1973, the Fair Housing Act and the Texas Accessibility Standards (TAS). Prior to the commencement of construction or rehabilitation, a plan review is conducted by Department staff to ensure compliance with the above mentioned accessibility standards. HOME rental developments also receive a mid-construction inspection by Department staff. At the completion of construction or rehabilitation, a final construction inspection is performed to ensure compliance with Section 504 and the design and construction requirements of the Fair Housing Act. If any deficiencies are noted, the owner is provided an opportunity to cure. Final retainage is not released until all deficiencies are corrected. A limited accessibility inspection is conducted with each on-site monitoring review to ensure the development's amenities and common areas continue to comply with applicable fair housing and Section 504 accessibility requirements.
- Fair Housing requirements are monitored by reviewing pertinent development documents. The property's written leasing criteria is reviewed to ensure objective standards are used for selecting tenants and for establishing applicant household eligibility to receive HOME assistance. Objective standards would include household income, rental history, credit history and criminal history. The criteria is also reviewed to ensure preferences do not discriminate on the basis of race, color, religion, sex, national origin, disability, or familial status.
- The Affirmative marketing plan and documentation of outreach efforts are reviewed in-depth during the on-site monitoring review. All HOME assisted properties containing 5 or more units must operate under an Affirmative Marketing Plan. The plan is reviewed to ensure it is property-specific and describes actions and marketing steps that will be utilized to provide information to attract eligible persons from all racial, ethnic, and gender groups in the housing market. The plan is required to be in writing and must specify methods for soliciting potential program applicants; such as persons least likely to apply and persons with disabilities. These groups must be identified and marketed to appropriately. Records of the Affirmative Marketing Plan is reviewed during the on-site monitoring visit ensure the development is appropriately marketing to persons with disabilities and service agencies that serve minority groups. Owners are also encouraged to

make marketing materials in Non-English languages spoken by minority groups residing in or near the community of the property.

### ***Fair Housing Conferences and Workshops***

Staff members of the TDHCA Field Offices attended various workshops to provide technical assistance regarding TDHCA housing programs and fair housing issues. USDA, local community services, lenders and realtors participated in these workshops.

### ***Fair Housing Training***

State rules regarding developments require owners and architects to attend at least eight hours of Fair Housing training. To address capacity of applicants, the Department maintains a list of entities that provide ongoing training to ensure that training opportunities are shared with developers, architects, and TDHCA staff. Training attended by owners and architects that is offered by other entities may also satisfy this requirement. The Department also posts Fair Housing Training and Resources online.

### ***Public Education and Outreach***

To address public opposition to low-income housing development, the Department has collected independent studies that illustrate how low-income housing developments affect neighborhood property values, schools, and economy. These studies can be found on the Department's website.

### ***Efficient Use of Funds***

To address the limited availability of funding for affordable housing, the Department reviews contract performance and available fund balances to ensure the efficient use of funds. Furthermore, the Department has performance benchmarks in place that allow the Department to deobligate funds from non-performing contracts and reprogram these funds for low-income housing. For example, in 2009 approximately \$10 million of deobligated and uncommitted funds were reprogrammed and made available through the HOME Program for low-income housing in Texas.

**ACCOMPLISHMENTS IN HIGH PRIORITY AREAS**

This section demonstrates how activities undertaken during the program year address identified areas of high priority and program objectives.

**Housing Priority Needs Summary Table**

Priority Housing Needs Households (HH)			Priority Need Level		
			H=High, M=Medium, L= Low, N=No Such Need		
			0-30%	31-50%	51-80%
Renter	Elderly HH	Cost Burden > 30%	H	H	H
		Cost Burden > 50%	H	H	H
		Substandard	H	H	H
		Overcrowded	H	H	H
	Small Related HH	Cost Burden > 30%	H	H	H
		Cost Burden > 50%	H	H	H
		Substandard	H	H	H
		Overcrowded	H	H	H
	Large Related HH	Cost Burden > 30%	H	H	H
		Cost Burden > 50%	H	H	H
		Substandard	H	H	H
		Overcrowded	H	H	H
	All Other HH	Cost Burden > 30%	H	H	H
		Cost Burden > 50%	H	H	H
		Substandard	H	H	H
		Overcrowded	H	H	H
Owner	Cost Burden > 30%	H	H	H	
	Cost Burden > 50%	H	H	H	
	Substandard	H	H	H	
	Overcrowded	H	H	H	



### **Specific Accomplishments**

This section describes specific HOME Program activities undertaken during PY 2008 that address high priority needs. Please see the “Goals and Objectives” section for detailed information about HOME Program goals and objectives, which also address these needs.

The purpose of the HOME Program is to expand the supply of decent, safe, and affordable housing for extremely low, very low, and low income households and to alleviate the problems of excessive rent burdens, homelessness, and deteriorating housing stock. The HOME Program funds are awarded utilizing either an open (first-come, first-served) or a competitive application cycle, as defined in each Notice of Funding Availability (NOFA). Threshold and/or scoring criteria are included in each NOFA to meet statutory or federal requirements and program or Department goals, such as income and special population assistance targets. Additionally, the HOME Program addresses high priority needs areas by making available ninety-five percent (95%) of its annual HUD allocation to rural areas of Texas, pursuant to §2306.111(c)(1) of the Texas Government Code.

### **Persons with Disabilities**

In order to address the needs of Persons with Disabilities, the HOME Program accomplished the following during PY 2008.

Pursuant to §2306.111(c)(2), five percent (5%) of HOME Program funds, were made available to persons with disabilities living in any area of the state. As a part of the 2008 allocation, the Department established a \$2,000,000 Persons with Disabilities (PWD) set-aside to support the housing needs of this community in Texas. In 2008 the Department strengthened its commitment by publishing two NOFAs targeted toward assisting PWD households and including additional deobligated funds, previously set-aside for PWD activities. A Single Family PWD NOFA was published in the amount of \$1,500,000 and a PWD Rental Housing Development NOFA was published in the amount of \$1,675,307 to support the development of accessible units. From the \$3,175,307 allocated to the PWD NOFAs, \$926,145 was awarded to 2 applicants for the development of 22 accessible rental units and the remaining balances of both NOFAs, though not awarded, are currently available.

### **ON-SITE INSPECTIONS**

On-site monitoring reviews of affordable HOME rental developments are conducted in accordance with 24 CFR 92.504(d) of the HOME Final Rule. The Department is committed to ensure all rental developments funded with HOME dollars are in compliance with federal and state regulations and requirements. The Department’s monitoring rules are in 10TAC, Chapter 60, Subchapters A and C.

While onsite, monitors review resident files to ensure that households are eligible under the HOME program and that rents are properly restricted. In addition a Uniform Physical Condition Standards inspection is performed. If noncompliance is identified, owners are notified in writing and provided a 90 day corrective action period.

Possible sanctions for non-compliance include default, foreclosure, and receivership. However, the Department strives to work cooperatively with owners to restore compliance. Before imposing sanctions, alternative solutions are considered such as restructuring debt, intensive in-depth technical assistance, and/or requiring changes in management companies. In addition to the sanctions listed above, TDHCA

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has a noncompliance scoring system. In the past, owners found to be in Material Noncompliance were not eligible for additional funding from TDHCA. On December 2, 2007, TDHCA adopted new compliance rules and administrative penalties for uncorrected noncompliance. Prior to the award of any new funding, the Portfolio Management and Compliance Division conducts a previous participation review to determine if an applicant has control of an existing HOME development with any uncorrected noncompliance. If any issue(s) are identified during this review, the HOME administrator is notified in writing and provided a 5 day period to submit all necessary corrective action to cure the violation(s). If the HOME administrator does not cure the issue(s), the application for funding will be terminated.

The Department's new enforcement provisions in 10 TAC, Subchapter C §60.3012 has created monetary penalties for owners who do not correct noncompliance violations. The Department has successfully brought properties into compliance through the administrative penalties process. The Department is continuing to conduct informal hearings with owners to address their compliance violations and restore compliance.

The following table reflects the results of on-site inspections conducted on HOME rental properties from January 1, 2008 through December 31, 2008. In 2008 TDHCA monitored 73 HOME rental developments. Forty two of those reviews have been closed. Twenty three of the reviews are still open either because the Department is reviewing or awaiting corrective action responses from owners. Eight of the properties monitored in 2008 either have already been or will be referred to the Department's Administrative Penalty Committee for enforcement. The table below shows the properties monitored in 2008 and the current status.

PY 2008 HOME Program Property Inspections Resulting in Noncompliance

No.	HOME File No.	Property Name	Monitoring Date	Description of Noncompliance identified during 2008 review	Status of Noncompliance	State Action Taken
1	530647	Special Needs Rental Housing	1/22/2008	None	NA	Review closed
2	537606	Southeast Texas Community Development	1/24/2008	Owner failed to submit required reports needed for monitoring	Uncorrected	Property referred to Administrative Penalties Committee
3	1000434	Clifton Manor Apartments I and II	2/14/2008	Gross rent exceeds limit; failure to provide HQS; and failure to comply with additional rent and occupancy restrictions.	Corrected	Review Closed
4	1000609	Hayden Ridge Phase II	2/19/2008	UPCS violations	Corrected	Review Closed
5	530627	Brentwood Apartments	2/20/2008	Owner failed to properly complete recertification, UPCS violations	Corrected	Review closed
6	538003	Nueces Bend at Two Rivers Place	2/29/2008	Household income above limit upon initial occupancy and UPCS violations.	Corrected	Review Closed
7	534389	Bentcreek Apartments	3/11/2008	Household income above limit at move-in; failure to execute required lease provisions; and owner did not properly calculate utility allowance.	corrected	Review closed
8	531099	La Mirage Apartments	3/11/2008	UPCS violations	Corrected	Review closed
9	537078	Westwind Village Apartments	3/19/2008	UPCS violations	Corrected	Review Closed
10	539112	Weldon Blackard Rental	3/19/2008	Household income above limit at upon initial occupancy	Uncorrected	Waiting for household to move out. Then owner will lease unit to qualified household.
11	537070	Granada Apartments	3/20/2008	UPCS violations	Corrected	Review Closed
12	535028	Jefferson Square Apartments	4/10/2008	None	NA	Review Closed

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13	536268C	Palisades at Bellville Apartments	4/10/2008	Failure to submit Annual Owner's Compliance Report and failure to maintain documentation.	Uncorrected	Administrative penalty process initiated.
14	530727	Raintree Apartments	4/16/2008	UPCS violations	Corrected	Review Closed
15	538006	Tierra Socorro Ltd.	4/23/2008	Failure to provide an Affirmative Marketing Plan and UPCS violations.	Corrected	Review Closed
16	1000648	Los Ebanos Apartments	4/23/2008	UPCS violations	Corrected	Review closed
17	539117	NCDO II-Home Program	4/24/2008	Failure to execute required lease provision; failure to provide an Affirmative Marketing Plan; household above income limit upon initial occupancy; and UPCS violations.	Corrected	Review Closed
18	542072	Pine Meadows Apartments	4/24/2008	Household above income limit upon initial occupancy.	Corrected	Review Closed
19	535004	Jourdanton Elderly Housing	4/25/2008	UPCS violations	Corrected	Review Closed
20	534031	Rincon Point Apartments	4/25/2008	Gross rent exceeds limit.	Corrected	Review Closed
21	534284	Cedar Ridge Apartments	5/6/2008	Household above income limit upon initial occupancy and UPCS violations	Corrected	Review closed
22	537073	Panola Seniors Community II	5/6/2008	Failure to properly calculate utility allowance and UPCS violations.	Corrected	Review Closed
23	536264	Commonwealth Apartments	5/7/2008	UPCS violations	Corrected	Review Closed
24	538621	Commonwealth, Phase II	5/7/2008	UPCS violations	Corrected	Review Closed
25	1000441	East Texas Apartments	5/7/2008	Household income above limit upon initial occupancy.	Corrected	Review Closed
26	531103	Medina Court Senior Housing (fka: Lockhart Senior Housing)	5/7/2008	Failure to submit an Affirmative Marketing Plan.	Uncorrected	Property will be referred to Administrative Penalties Committee

27	533027	Mountain View Apartments	5/7/2008	Household above limit upon initial occupancy and UPCS violations.	Corrected	Review Closed
28	534276	Golden Age Home	5/7/2008	UPCS violations	Corrected	Review Closed
29	536266	Brentwood Oaks Apartments	5/7/2008	Failure to provide an Affirmative Marketing Plan, UPCS violations and gross rent exceeds limit.	Uncorrected	Notified owner of outstanding noncompliance on 2/20/2009. next onsite scheduled for 5/6/2009. will follow up on outstanding issues.
30	536265	Sunrise Village II	5/8/2008	Failure to provide an Affirmative Marketing Plan and UPCS violations.	Corrective action under review.	
31	532336	Sunrise Village Phase I (HOME)	5/8/2008	UPCS violations; gross rent exceeds limit; and failure to provide an Affirmative Marketing Plan.	Not Corrected	Property will be referred to Administrative Penalties committee
32	539119	Asbury Place Apartments	5/8/2008	UPCS violations.	Corrected	Review closed
33	539111	Bavarian Manor Apartments	5/8/2008	UPCS violations	Corrected	Review closed
34	537079	San Augustine Seniors Apartments	5/8/2008	None	Na	Review closed
35	539116	Riverview Apartments	5/9/2008	UPCS violations	Corrected	Review closed
36	533288	Ranchland Apartments	5/23/2008	UPCS violations	Corrected	Review Closed
37	535031	Parkview Place Apartments	5/28/2008	Failure to complete annual income recertification and failure to execute required lease provision	Uncorrected	Notified owner in certified letter on 3/20/2009 of outstanding noncompliance.
38	536279	Crestview Apartments	6/17/2008	Failure to provide an Affirmative Marketing Plan	Corrected	Review Closed
39	532319	Thomas Street Apartments	6/18/2008	Household income above limit; UPCS violations; failure to correctly complete or document tenant's annual income at recertification;	Uncorrected	Property will be referred to Administrative Penalties Committee

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40	532304	Longview Commons Apartments	6/18/2008	Owner did not properly calculate utility allowance.	Corrected	Review closed
41	534501	Mineola Seniors Community Phase II	6/19/2008	Household above income limit upon initial occupancy and owner failed to correctly calculate utility allowance.	Corrected	Review Closed
42	538090	Primrose Estates	6/20/2008	UPCS violations	Corrected	Review Closed
43	539114	St. Michael Estates	6/24/2008	Failure to provide an Affirmative Marketing Plan.	Corrected	Review Closed
44	536268D	Red River Independent Senior Living Center	6/25/2008	Failure to submit Annual Owner's Compliance Report; household income above limit upon initial occupancy; failure to correctly complete or document tenant's annual income at recertification; and failure to submit an Affirmative Marketing Plan.	Uncorrected	Certified mail sent to owner with a 30 day corrective action period. If the Department does not receive corrective action documentation the property will be referred to the Administrative Penalties Committee.
45	1000431	Pecan Village fka University Place Apartments	6/25/2008	UPCS violations	Corrective action response due 3/12/2009.	Response under review
46	532305	Port Velasco Apartments	6/27/2008	Failure to submit Annual Owner's Compliance Report, failure to submit an Affirmative Marketing Plan and unit not used for residential purposes.	Uncorrected	Administrative Penalties process initiated.
47	532303	Sterling Park Square	7/1/2008	Failure to provide an Affirmative Marketing Plan and failure to execute required lease provisions.	Failure to execute the required lease provision corrected on 10/1/2008. The Affirmative Marketing Plan remains uncorrected.	Notified owner on 2/25/2009 of outstanding noncompliance issues and provided 30 days to respond. Owner has failed to respond.
48	1000437	Windvale Park	7/14/2008	Failure to execute required lease provisions; and UPCS violations.	Corrected	Review Closed
49	538620	May Road Apartments	7/16/2008	Household income above limit upon initial occupancy and UPCS violations	Corrected	Review closed

50	533186	Lincoln Courts Apartments	7/17/2008	UPCS violations; failure to submit Annual Owner's Compliance Report; gross rent exceeds limit; failure to maintain documentation; failure to provide Affirmative Marketing Plan and UPCS violations.	Submitted insufficient corrective action documentation to correct noncompliance.	Failure to submit Annual Owner's Compliance Report; gross rent exceeds limit; failure to maintain documentation and failure to provide Affirmative Marketing Plan all corrected. In addition, the owner has indicated that all property condition violations have been corrected. TDHCA will conduct a follow up inspection in June 2009 to confirm. If noted violations are not corrected, administrative penalties will be assessed.
51	538613	Brittons Place Apartments	8/19/2008	Household income above limit at initial occupancy; failure to provide an Affirmative Marketing Plan; gross rent exceeds limit	Failure to provide an Affirmative Marketing Plan was corrected 8/19/2008. All other issues remain uncorrected.	Corrective action documentation was submitted and was insufficient to correct all noncompliance. Notified owner on 2/24/2009 of remaining uncorrected noncompliance and provide a 30 day deadline to correct.
52	1000417	Spring Terrace	8/20/2008	UPCS violations	Corrected	Review Closed
53	538263	Santa Lucia Housing	9/15/2008	Gross rent exceeds limit.	Corrective action under review.	
54	1000639	Cypress Creek at River Bend	9/18/2008	None	NA	Review Closed
55	530687	Alamo Plaza Apartments	9/19/2008	Failure to correctly complete or document tenant's annual income at recertification.	Corrected.	Review closed
56	536268	Keystone Apartments	10/14/2008	Failure to provide an Affirmative Marketing Plan; gross rent exceeds limit; and UPCS violations	Gross rent exceeds limit corrected on 12/2/2008 and UPCS violations 3/5/2008. Remaining corrective action due 4/25/2009.	

Program Performance

Housing

57	532334	San Jacinto Senior Housing	10/15/2008	Failure to provide an Affirmative Marketing Plan	Response due 5/26/2009	
58	532307	Arturo A. Figueroa Jr. HOMES	10/15/2008	UPCS violations; failure to execute required lease provisions; failure to provide annual HQS inspection; and failure to correctly complete or document tenant's annual income at recertification.	Corrective action documentation submitted was insufficient to correct all noncompliance. Notified owner on 2/25/2009 of remaining uncorrected noncompliance and provide additional time to cure.	If not resolved, property will be referred to Administrative Penalty Committee
59	532306	Francisco G. "Paco" Zarate Homes: CAC-Starr County	10/15/2008	Failure to provide Affirmative Marketing Plan, failure to execute required lease provisions, household above income limit at initial occupancy, failure to provide annual HQS inspection, failure to correctly complete or document tenant's annual income at recertification and gross rent exceeds limit and UPCS violations.	Corrective action under review	
60	533345	Juan Linn Apartments	10/15/2008	Household income above limit	Owner response due 4/20/2009.	



61	532325	Colonias Del Valle Project	10/17/2008	Owner failed to submit required reports needed for monitoring	Uncorrected	Property referred to Administrative Penalties Committee
62	1000555	Luling Senior Housing	10/20/2008	Owner failed to execute required lease provisions and failure to meet prescribed special needs set-aside restriction.	Corrected	Review closed
63	1000586	Floresville Square Apartments	10/21/2008	UPCS violations	Corrective action under review.	
64	537603	West Avenue Apartments	10/21/2008	Household above income limit upon initial occupancy.	Corrective action due 6/9/2009.	

Program Performance

Housing

65	539122	Center Park Apartments	10/24/2008	Failure to properly complete annual income recertification, UPCS violations and household above income limit upon initial occupancy.	Corrected	Review Closed
66	538610	Denton Affordable Housing Corporation at 440 & 444 Strata Drive	11/18/2008	UPCS violations; household above income limit; failure to correctly complete or document tenant's annual income at recertification; and failure to execute required lease provisions.	Corrective action under review	
67	1000370	Bridgeport IV	11/19/2008	UPCS violations; Owner failed to calculate utility allowance; household above income limit upon initial occupancy; and failure to execute a required lease provision.	Corrective action under review	
68	530617	Spring Garden Apartments III	11/19/2008	Failure to provide an Affirmative Marketing Plan; household above income limit; and UPCS violations.	Corrective action under review	
69	530607	Crowley Senior L.P.	11/20/2008	UPCS violation and failure to execute required lease provision.	Corrected	Review Closed
70	538089	Spring Garden Apartments II	11/20/2008	Failure to provide an Affirmative Marketing Plan and UPCS violations	Corrective action under review	
71	1000415	Spring Garden V	11/20/2008	UPCS violations	Corrective action under review	

72	532036	EOAC Home (McGregor (2 houses) 203 Laurel Lane & 1119 Jefferson	12/11/2008	Gross rent exceeds limit.	Corrective action due 6/14/2009	None
73	533504	Heritage at Dartmouth Apartments	12/17/2008	UPCS violations	Corrective action due 6/17/2009	None

## **AFFIRMATIVE MARKETING AND MINORITY OUTREACH**

Department staff ensures that HOME Program administrators comply with the fair housing, accessibility, and affirmative marketing requirements of the program. The following actions are taken by TDHCA to ensure compliance.

- An Application Guide, which discusses these issues and includes guidance regarding the affirmative marketing plan requirements, is provided at the time of Application.
- HOME Program administrators must submit an Affirmative Marketing Plan at application.
- An Implementation Manual, which discusses these issues, is provided to all HOME Program administrators.
- On an annual basis, TDHCA conducts compliance training workshops for HOME Multifamily Program administrators. These workshops include a chapter regarding Fair Housing, accessibility, and affirmative marketing requirements of the program.

In accordance with HOME regulations at 24 CFR 92.351 (a) and (b) and in furtherance of Texas's commitment to nondiscrimination and equal opportunity in housing, TDHCA has established procedures to affirmatively market units assisted under the HOME Investment Partnerships Program. These procedures are intended to further the objectives of Title VIII of the Civil Rights Act of 1968, the Fair Housing Amendments of 1988, and Executive Order 11063.

### ***Affirmative Marketing Actions***

Subrecipients of HOME funds are required to adopt affirmative marketing procedures and requirements for rental and homebuyer projects containing five or more HOME-assisted housing units. Affirmative marketing steps consist of actions to provide information and otherwise attract eligible persons in the housing market area to the available housing without regard to race, color, national origin, sex, religion, familial status, or disability.

The marketing program outlines procedures by which applications will be solicited from eligible potential program participants, maintain records of efforts to affirmatively market program activities or available housing opportunities, and to develop a system for evaluating the affirmative marketing efforts.

### **Specific Actions**

- Program administrators must ensure that the public, including potential beneficiaries of HOME-assisted housing, is informed that the HOME program is administered under an established, affirmative marketing policy; applicable federal Fair Housing laws; and other applicable federal, state, and local housing laws. This policy must be promoted in the community through media and other outlets, and communicated to beneficiaries of housing that will be or has been assisted with HOME funds.
- Program administrators shall affirmatively market available housing in local newspapers and using other appropriate methods. All forms of program marketing should depict the Equal Housing Opportunity logo.

- To help ensure that available housing is affirmatively marketed to persons not likely to apply for such housing, Program administrators are encouraged to make HOME information available in non-English languages spoken by minority groups residing in or near the community. Furthermore, Program administrators are encouraged to distribute marketing materials to area social service agencies that work with minorities, disabled individuals, or other protected groups.

**Affirmative Marketing Record Keeping**

Program administrators are required to develop an affirmative marketing plan to identify persons who are the least likely to apply and how to reach those persons. Administrators must maintain documentation of their affirmative marketing activities. Program administrators also must update their affirmative marketing plan for HUD every five years. TDHCA collects Fair Housing Sponsor Report data from each rental housing development program administrator annually. The program administrators use this information in preparing their affirmative marketing plan update.

**Minority Outreach**

Information on the number and dollar value of contracts for HOME projects completed during the reporting period to Minority Business Enterprises (MBE) and Women Business Enterprises (WBE) is provided below.

**HOME Projects Completed by Minority Business Enterprises, PY 2008**

Contractor or Subcontractor Business Racial/Ethnic Code	Contracts			Subcontracts		
	Total	Percent of Total	Amount	Total	Percent of Total	Amount
American Indian/Alaska Native & White	0	0.0%	\$0	5	0.5%	\$6,782
Black/African American	2	0.6%	\$115,640	16	1.6%	\$190,336
Hispanic	59	18.5%	\$2,044,386	251	25.8%	\$1,249,234
White	251	78.7%	\$12,098,465	685	70.5%	\$6,987,892
Unknown	7	2.2%	\$11,949	14	1.4%	\$31,213
<b>Total</b>	<b>319</b>	<b>100.0%</b>	<b>\$14,270,440</b>	<b>971</b>	<b>100.0%</b>	<b>\$8,465,456</b>

**HOME Projects Completed by Women Business Enterprises, PY 2008**

Gender Business Code	Contract			Subcontracts		
	Total	Percent of Total	Amount	Total	Percent of Total	Amount
Man Owned	300	94.0%	\$13,256,093	957	98.6%	\$8,436,665
Woman Owned	19	6.0%	\$1,014,347	14	1.4%	\$28,791
<b>Total</b>	<b>319</b>	<b>100.0%</b>	<b>\$14,270,440</b>	<b>971</b>	<b>100.0%</b>	<b>\$8,465,456</b>

## **OTHER ACTIONS**

This section describes actions by the Office of Rural Community Affairs (ORCA) and Texas Department of Housing and Community Affairs (TDHCA) to address the following: Obstacles to Meeting Underserved Needs and Developing Affordable Housing, Public Housing Resident Initiatives, Lead-Based Paint Hazards, Poverty-Level Households, Compliance, and Gaps in Institutional Structure and Enhancing Coordination. Department of State Health Services has reported on these topics in Part II.

## **MEETING UNDERSERVED NEEDS AND DEVELOPING AFFORDABLE HOUSING**

The Departments have identified various obstacles that may affect the ability to meet underserved needs in Texas. They include the lack of affordable housing, lack of organization capacity, lack of organizational outreach, local opposition to affordable housing, regulatory barriers to affordable housing, and area income characteristics (particularly in rural areas). The Departments take actions to mitigate these obstacles such as effectively using existing resources to administer programs, providing information resources to individuals and local areas, and coordinating resources. The following outlines those specific actions taken by the program areas to meet underserved needs and develop affordable housing.

### ***CDBG***

Texas CDBG encourages affordable housing projects using several methods in the allocation of CDBG funds to the eligible communities that can participate in its programs, including favorable state scoring and regional prerogative to prioritize funding for housing infrastructure and rehabilitation. Each region is encouraged to set aside a percentage of the regional allocation for housing improvement projects, and housing applications are scored as high priority projects at the state level. In PY 2008, CDBG awarded five contracts for housing rehabilitation through the Colonia Construction Fund and the Non-Border Colonia Fund. These five contracts, totaling \$2,051,854, will provide assistance to 75 households and benefit 217 low- to moderate-income persons.

Currently, the primary method of promoting and supporting affordable housing is by providing the water and wastewater infrastructure for residential housing. The CDBG funding provides a cost savings for housing when CDBG funds are used to provide first-time water and wastewater services by installing water and sewer yardlines and paying impact and connection fees for qualifying residents. During PY 2008 CDBG funded 38 contracts through six different grant programs to provide water or sewer services on private property, obligating contracts totaling \$12,609,729 of which \$3,390,548 will be directly used for work on private property, including installing water and sewer yardlines, to benefit 4,324 persons, of which 4,289 or 99% are low to moderate income. Private property improvements installed to benefit persons that are not low to moderate income may be included in the project but must be funded through local or other private funds.

CDBG funding also helps cities and counties study affordable housing conditions. The plans produced through a CDBG planning contracts provide both valuable data concerning a city's or county's affordable housing stock and planning tools for expanding their affordable housing. In PY 2008, CDBG funded 20 Planning/Capacity Building grants throughout the state, obligating \$652,920 to benefit 41,192 persons, of

which 26,635 are low to moderate income. The Colonia Fund also awarded two Colonia Planning grants totaling \$155,000 to benefit 6,480 persons, of which 3,080 are low to moderate income.

The most commonly cited obstacle to meeting the underserved community development needs of Texas cities (aside from inadequate funding) is the limited administrative capacity of the small rural towns and counties the CDBG program serves. Rural areas may also have difficulty finding interested contractors who have the financial stability to wait a minimum of two weeks for payment after the work is complete. Contractors can earn more working in metropolitan areas with larger projects and without the location costs required to transport materials and equipment to rural communities. Texas CDBG staff offers technical assistance to communities to promote successful CDBG projects.

The physical size and the diversity of the State of Texas can present challenges to understanding and meeting underserved needs in local communities. The Texas CDBG Field Offices have been established to better serve these communities by providing technical assistance and support in Bedia, Bishop, Levelland, La Grange, Kountze, Nacogdoches, and Sweetwater. The Colonia Self-Help Centers continue to address affordable housing needs in border counties by assisting qualifying colonia residents to finance, refinance, construct, improve or maintain a safe, suitable home in suitable areas.

Another obstacle to meeting underserved needs applies to colonias projects. There have been cases when a county applies to provide water service to an area, but more than one water supply corporation or city may have a Certificate of Convenience and Necessity (CCN) in that territory (CCNs have been issued which have overlapping territories). In these cases, a dispute over which water supply corporation/city has the right to serve the territory (and therefore collect the revenues) may arise. A public hearing process may be necessary to resolve this issue, which can then delay projects for months. Texas CDBG works with regulatory agencies as appropriate to resolve issues in project areas in a timely manner.

### ***HOME and ESGP***

The HOME Program provides grant funds, deferred forgivable loans, and repayable loans to units of local government, nonprofit and for-profit organizations, community housing development organizations (CHDOs), and public housing authorities (PHAs). These funds are primarily used to foster and maintain affordable housing by providing rental assistance, rehabilitation, or reconstruction of owner-occupied housing units, down payment and closing cost assistance for the acquisition of affordable single family housing, and funding for rental housing development preservation of existing affordable or subsidized rental housing.

HOME funds may also be used in conjunction with the Housing Tax Credit Program to construct or rehabilitate affordable multifamily housing.

Regarding ESGP, while TDHCA encourages the use of ESGP funds to provide affordable transitional housing, the majority of funds are utilized to provide emergency shelter. These funds meet the needs of local homeless populations.

## **PUBLIC HOUSING RESIDENT INITIATIVES**

The future success of PHAs will center on ingenuity in program design, emphasis on resident participation towards economic self-sufficiency, and partnerships with other organizations to address the needs of this population. While ORCA, TDHCA, and DSHS do not have any direct or indirect jurisdiction over the management or operations of PHAs, it is important to maintain a relationship with these service providers.

### ***CDBG***

Texas CDBG serves public housing areas through various funding categories as residents of PHAs qualify as low- to moderate-income beneficiaries for CDBG projects.

### ***HOME and ESGP***

TDHCA publishes all Notices of Funding Availability on its website and sends notification of funding availability statewide through the Department's email subscriber lists. Because PHAs are eligible applicants under the HOME Program, application processes related to HBA/ADDI and Tenant Based Rental Assistance are discussed in detail at application workshops. As PHAs have received homebuyer assistance and tenant-based rental assistance funds, information is provided to enable them to transition families toward homeownership or provide additional households with rental assistance and services to increase self-sufficiency.

Finally, PHAs, including those receiving HOME funds and those with Section 8 Homeownership programs, are targeted by TDHCA's Texas Statewide Homebuyer Education Program for training to provide homebuyer education opportunities and self-sufficiency tools for PHA residents.

PHA residents are eligible to receive assistance and services from ESGP grantees.

In addition to HOME and ESGP activities related to PHAs, TDHCA performs certifications of consistency. In 1999, TDHCA, as required by 24 CFR §903.15, started a certification process to ensure that the annual plans submitted by PHAs in an area without a local Consolidated Plan are consistent with the State of Texas's Consolidated Plan. For the PY 2008 reporting period, February 1, 2008, through January 31, 2009, TDHCA processed PHA certifications of consistency in a fair and impartial manner.



## **LEAD-BASED PAINT HAZARDS**

The health risks posed by lead-based paint to young children are the most significant health issue facing the housing industry today. According to the EPA's Report on the National Survey of Lead Based Paint in Housing (April 1995), 64 million homes have conditions that are likely to expose families to unsafe levels of lead. These homes are disproportionately older housing stock typical to low income neighborhoods, and the potential for exposure increases as homeowners and landlords defer maintenance. This older housing stock is the target of rehabilitation efforts and is often the desired "starter home" of a family buying their first home.

The 1992 Housing and Community Development Act included Title X, a statute that represents a major change to existing lead-based paint regulations. However, HUD's final regulations for Title X (24 CFR Part 105) were not published until September 15, 1999 and became effective September 15, 2000. Title X calls for a three pronged approach to target conditions that pose a hazard to households: 1) Notification of occupants about the existence of hazards so they can take proper precautions, 2) Identifications of lead-based paint hazards before a child can be poisoned and, 3) control of these lead-based paint hazards in order to limit exposure to residents. Title X mandated that HUD issue "The Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing" (1995) to outline risk assessments, interim controls, and abatement of lead-based paint hazards in housing. Section 1018 required EPA and HUD to promulgate rules for disclosure of any known lead-based paint or hazards in target housing offered for sale or lease. These rules came into effect on March 6, 1996 in 40 CFR Part 745/24 CFR Part 35.<sup>1</sup>

### **CDBG**

In accordance with CDBG state regulations and the Lead-Based Paint Poisoning Prevention Act, CDBG has adopted a policy to eliminate as far as practicable the hazards of lead poisoning due to the presence of lead-based paint in any existing housing assisted under the CDBG. In addition, this policy prohibits the use of lead-based paint in residential structures constructed or rehabilitated with federal assistance. Abatement procedures should be included in the housing rehabilitation contract guidelines for each project and must appear in the approved work write-up documentation for all homes built prior to 1978 that will be rehabilitated, as outlined in the Housing Rehabilitation Manual.

### **HOME and ESGP**

The HOME Program requires lead screening in housing built before 1978 for all HOME-eligible activities. Rehabilitation activities fall into three categories: 1) Requirements for federal assistance up to and including \$5,000 per unit; 2) Requirements for federal assistance from \$5,000 per unit up to and including \$25,000 per unit; and 3) Requirements for federal assistance over \$25,000 per unit.

Requirements for federal assistance up to and including \$5,000 per unit are: distribution of the pamphlet "Protect Your Family from Lead in Your Home" is required prior to renovation activities; notification within 15 days of lead hazard evaluation, reduction, and clearance must be provided; receipts for notification must be maintained in the administrator file; paint testing must be conducted to identify lead based paint on painted surfaces that will be disturbed or replaced or administrators may assume that lead based paint exist; administrators must repair all painted surfaces that will be disturbed during

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<sup>1</sup> Texas Department of State Health Services

## *Other Actions*

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### *Lead-Based Paint*

rehabilitation; if lead based paint is assumed or detected, safe work practices must be followed; and clearance is required only for the work area.

Requirements for federal assistance from \$5,000 per unit up to and including \$25,000 per unit include all the requirements for federal assistance up to and including \$5,000 per unit and the following: a risk assessment must be conducted prior to rehabilitation to identify hazards in assisted units, in common areas that serve those units and exterior surfaces or administrators can assume lead based paint exist and; clearance is required for the completed unit, common areas which serve the units, and exterior surfaces where the hazard reduction took place.

Requirements for federal assistance over \$25,000 per unit included all the requirements for federal assistance from \$5,000 per unit up to and including \$25,000 per unit and the following: if during the required evaluations lead-based paint hazards are detected on interior surfaces of assisted units, on the common areas that serve those units or on exterior surfaces including soils, then abatement must be completed to permanently remove those hazards; and if lead based paint is detected during the risk assessment on exterior surfaces that are not disturbed by rehabilitation then interim controls may be completed instead of abatement.

For ESGP, TDHCA evaluates and reduces lead-based paint hazards for conversion, renovation, or rehabilitation projects funded with ESGP funds, and tracks work in these efforts as required by Chapter 58 of the Environmental Protection Act.

## POVERTY-LEVEL HOUSEHOLDS

According to the 2000 US Census, Texas has the ninth highest poverty rate among the states: 15.4 percent compared to the national rate of 12.4 percent. The federal government defined the poverty threshold for 1999 as \$17,029 in income for a family of four, and many poor families make substantially less than this. The poverty threshold for a family of four in 2009 is \$22,050. Poverty can be self-perpetuating, creating barriers to education, employment, health, and financial stability.

ORCA, TDHCA, and DSHS have an important role in addressing Texas poverty. These agencies seek to reduce the number of Texans living in poverty, thereby providing a better future for all Texans. This means trying to provide long-term solutions to the problems facing people in poverty and targeting resources to those with the greatest need.

### **CDBG**

A substantial majority of Texas CDBG funds are obligated to cities and counties under the funding competitions meeting the national objective to “principally benefit low and moderate income persons”. Texas CDBG encourages the funding of communities with a high percentage of persons in poverty through its application scoring. The CDBG projects funded under this national objective are required to serve 51% low- to moderate-income persons; however, an application receives full points only if a minimum of 60% of the project beneficiaries are of low- to moderate-income. In addition, the CDBG allocation formula used to distribute Community Development funds among regions includes a variable for poverty in its community distress scoring. The percentage of persons in poverty for each region is factored into the allocation formula in order to target funding toward the greatest need.

In PY 2008, CDBG awarded 236 contracts under the National Objective of benefiting primarily low- to moderate-income persons. The \$73,536,060 in funds obligated for this National Objective in PY 2008 benefits 373,822 persons, of whom 254,208 are low- to moderate-income persons.

The CDBG economic development funds can be instrumental in creating infrastructure and jobs. By creating and retaining jobs through assistance to businesses and then providing lower income people access to these jobs, CDBG can be a very effective anti-poverty tool. This potential can be further maximized by providing jobs that offer workplace training and education, fringe benefits, opportunities for promotion, and services such as child care. In addition, programs that improve infrastructure affords the opportunity to upgrade existing substandard housing (such as in the colonias) and build new affordable housing where none could exist before.

### **HOME and ESGP**

Through the HOME Tenant-Based Rental Assistance Program, TDHCA assists households with rental subsidy and security and utility deposit assistance for a period not to exceed twenty four months. As a condition to receiving rental assistance, households must participate in a self-sufficiency program, which can include job training, GED classes, or drug dependency classes. The HOME Program enables households to receive rental assistance while participating in programs that will enable them to improve employment options and increase their economic independence and self-sufficiency.

The ESGP Program funds activities that provide shelter and essential services for homeless persons, as well as intervention services for persons threatened with homelessness. Essential services for homeless

## *Other Actions*

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### *Poverty*

persons include medical and psychological counseling, employment counseling, substance abuse treatment, transportation, and other services. In PY 2008, ESGP committed \$1,299,179 for essential services for homeless persons. These services are intended to help homeless individuals and those with poverty-level incomes improve their conditions and achieve self-sufficiency.

For individuals threatened with homelessness, homelessness prevention funds can be used for short-term subsidies to defray rent and utility arrearages for households receiving late notices, security deposits, and payments to prevent foreclosure. In PY 2008, ESGP committed \$1,644,858 for homelessness prevention activities. These services are intended to assist very low income households and those with poverty-level incomes avoid becoming homeless.

## **COMPLIANCE**

ORCA and TDHCA ensure compliance with program and comprehensive planning requirements through various compliance measures.

### **CDBG**

The monitoring function of ORCA has four components: project implementation, contract management, audit, and monitoring compliance.

**Project Implementation:** Prior to the award of funds, each community is evaluated for compliance in prior contracts. The application scoring process at the state level includes a scoring factor for past performance on CDBG contracts. In addition, once a funding recommendation has been made the contract is routed through the Program Development, Operations, Legal, and Fiscal Operations Departments to verify that no outstanding issues in previously awarded contracts prevent the contract execution for the recommended award.

**Contract Management:** All open CDBG projects are assigned to a specific Regional Coordinator who is responsible for contract compliance and project management. All projects have formal contracts that include all federal and state requirements. Regional Coordinators monitor progress and compliance through formal reporting procedures. Program Specialists for Labor Standards and Environmental compliance also exist under the Project Management function. Additionally, all reimbursement requests require complete supporting documentation before payment is made.

**Audit:** The audit function is authorized by OMB A-133, which requires that governmental units and nonprofit organizations spending more than \$500,000 in either federal or state funds during their fiscal years ending after December 31, 2003, submit a copy of a Single Audit to the Agency. A Single Audit is required for desk review by ORCA regardless of whether there are findings noted in the audit pertaining to CDBG funds, since it is an additional monitoring tool used to evaluate the fiscal performance of grantees.

**Monitoring Compliance:** The on-site programmatic reviews are conducted on every CDBG contract prior to close-out to ensure the contractual obligations of each grant are met. The projects are considered available for review when 75 percent of the contracted funds have been drawn down, and for construction projects, when construction has been substantially completed. Interim monitoring reviews may be conducted as necessary. The areas reviewed include procurement procedures paid with CDBG funds or with match dollars, accounting records including copies of cancelled checks, bank statements and general ledgers (source documentation is reviewed at the time of draw requests), equipment purchases and/or procurement for small purchases, on-site review of environmental records, review of any applicable construction contracts, file review of any applicable client files for rehabilitation services, review of labor standards and/or a review of local files if internal staff used for construction projects, and a review of documentation on hand pertaining to fair housing and civil rights policies.

In addition to the formal monitoring function described above, the staff of the Compliance Division communicates with the staff of the Community Development Division as needed to evaluate issues throughout the contract implementation phase of CDBG contracts in order to identify and possibly resolve contract issues prior to the monitoring phase of the project.

## *Other Actions*

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### *Compliance*

#### **HOME and ESGP**

TDHCA has established oversight and monitoring procedures within the HOME Portfolio Management and Compliance and Community Affairs divisions to ensure that activities are completed and funds are expended in accordance with contract provisions and applicable state and federal rules, regulations, policies, and related statutes. TDHCA's monitoring efforts are guided by both its responsibilities under the HOME and ESG programs and its affordable housing goals for the State of Texas. These monitoring efforts include the following:

- Identifying and tracking program and project results
- Identifying technical assistance needs of subrecipients
- Ensuring timely expenditure of funds
- Documenting compliance with program rules
- Preventing fraud and abuse
- Identifying innovative tools and techniques that support affordable housing goals
- Ensuring quality workmanship in funded projects
- Long-term compliance

#### **Identifying and Tracking Program and Project Results**

HOME contract and project activities are tracked through the TDHCA Contract Database (CDB) system, including pending projects, funds drawn, and funds disbursed through the internet-based system, HUD's IDIS, and other reports generated as needed. The CDB provides information necessary to track the success of the program and identify process improvements and administrator training needs. IDIS tracks HOME Program data such as commitment and disbursement activities, the number of units developed, the number of families assisted, the ongoing expenditures of HOME funds, and beneficiary information.

Other resources utilized by TDHCA to track project results include an asset management division and loan servicing division. If either of these areas identifies problems, steps are taken to resolve the issue, including project workouts and oversight of reserve accounts. The Asset Resolution and Enforcement Section of the Department, in conjunction with the Compliance Division, is responsible for identification of high risk contracts, and is responsible for other asset management functions during the affordability period.

ESGP project and contract activities are tracked through TDHCA's website, which maintains an Oracle-based reports system. This system maintains funds drawn, funds expended, performance data, and other reports as needed. ESGP data such as commitment and disbursement activities, number of persons assisted, ongoing expenditures, and program activities are also tracked through HUD's IDIS.

#### **Identifying Technical Assistance Needs of Subrecipients**

Identification of technical assistance needs for HOME and ESGP subrecipients is performed through analysis of administrator management practices, analysis of sources used by TDHCA to track technical assistance such as information captured in the Central Database, review of documentation submitted, desk

reviews based on the requirements identified in the Compliance Supplement and State Affordable Housing Program requirements, project completion progress, results of on-site audits and monitoring visits, and desk reviews conducted by Department staff.

### **Ensuring Timely Expenditure of Funds**

TDHCA ensures adequate progress is made toward committing and expending HOME and ESGP funds. Regular review of internal reports and data from IDIS is performed to assess progress of fund commitment and to ensure that all funds are committed by the expiration date of 24 months from the last day of the month in which HUD and TDHCA enter into an Agreement. Performance deadlines for spending and matching funds are reviewed on a quarterly basis to track expenditure totals. HOME set-aside requirements are also tracked.

### **Documenting Compliance with Program Rules**

Compliance with program rules is documented through contract administration and other formal monitoring processes. Staff document compliance issues as part of their ongoing contract management reviews and notify administrators of any noncompliance and required corrective action. On-site monitoring reviews are conducted every 1 to 3 years as determined by federal requirements. HOME rental developments may be monitored more frequently if a development continues to have uncorrected noncompliance, change in ownership, or any other risk factors determined by the Division. An on-site monitoring file review consists of reviewing 20% percent of the HOME funded units or a minimum of 5 units. A file review consist of reviewing tenant eligibility, rent restrictions, special needs or elderly requirements, income recertification and documentation for over-income households, lease contracts and good cause eviction addendum. A physical Uniform Physical Conditions Standards (UPCS) inspection of the development, buildings, and units is also completed. All on-site monitoring reviews are completed in accordance with the requirements of the HOME Program and Department policies and procedures, as described in the Financing/Loan Agreements, Deed Restrictions, and Regulatory and Land Use Restriction Agreements.

TDHCA has developed a set of standards for HOME administrators to follow to ensure that subcontractors and lower-tiered organizations entering into contractual agreements with administrators perform activities in accordance with contract provisions and applicable state and federal rules, regulations, policies, and related statutes.

TDHCA has taken a proactive approach to ensure HOME administrators with any uncorrected noncompliance are not eligible to receive any additional funding. The Department maintains a database to document an administrator's compliance history with rental housing developments. Prior to the award of any new funding the Portfolio Management and Compliance Division conducts a previous participation review to determine if an applicant has control of an existing HOME development with any uncorrected noncompliance. If any issues are identified during this review, the HOME administrator is notified in writing and provided a 5 day period to submit all necessary corrective action to cure the violation. If the HOME administrator does not cure the issue(s), the application for funding will be terminated. TDHCA adopted this rule which is outlined in further detail in 10 TAC, Chapter 60, Subchapter A, §60.122. The compliance history is considered by TDHCA's Board prior to finalizing awards.

#### **Preventing Fraud and Abuse**

TDHCA monitors for potential fraud and mismanagement of funds through the assistance of written agreements with HOME administrators and review of supporting documentation throughout the HOME contract period to ensure that activities are eligible, through information gathered from outside sources and Department staff, and through onsite monitoring visits of HOME and ESGP subrecipients. If fraud or mismanagement of funds is found, sanctions are enforced and disallowed costs are refunded to TDHCA. Also, if fraud or mismanagement of funds is suspected, TDHCA will make referrals and work closely with HUD, the State Auditor's Office, the Inspector General, the Internal Revenue Service, and local law enforcement agencies as applicable.

#### **Identifying Innovative Tools and Techniques that Support Affordable Housing Goals**

Staff identifies innovative tools and techniques to support affordable housing goals by attending trainings and conferences, maintaining contact with other state affordable housing agencies, and through the HUD internet listserv and HUD website.

#### **Ensuring Quality in Funded Projects**

Ensuring the administrator provides the committed product, amenities, and compliance with accessibility is a Departmental priority. Division staff monitors for the quality of workmanship in HOME-funded projects through the inspection process. TDHCA staff, in conjunction with Manufactured Housing Inspectors, conducts inspections to substantiate compliance with program standards and application commitments and representations. Deficiencies and concerns are identified at pre-construction plan review, mid construction and final construction inspections. The construction inspections consist of a sample of units based on size and unit type and related risk factors. If any deficiencies or concerns are identified during these inspections, the HOME administrator is notified in writing and provided a corrective action period. In addition, technical assistance is available and provided during the entire construction process. All identified deficiencies require correction prior to retainage release and final inspection clearance for all HOME rental developments.

TDHCA staff is trained in the design standards and technical requirements of Section 504, Rehabilitation Act of 1973, Fair Housing Act, and Model Construction Codes including Energy Efficiency Standards. TDHCA staff provides continuous training and technical assistance to Manufactured Housing Inspection Staff. The tools and training provided to field inspection staff include comprehensive inspection checklist, annual training class, one-on-one training in the field and weekly technical assistance memos to ensure accuracy and consistency. TDHCA is committed to ensuring all inspectors are trained thoroughly on the Division's procedures, expectations, and accessibility requirements.

#### **Long-Term Compliance**

The Portfolio Management and Compliance Division (PMC) is responsible for long term monitoring of HOME rental developments. Long-term monitoring begins at the commencement of leasing. PMC monitors performance by conducting desk reviews and performing on-site monitoring reviews. Desk reviews are required to be submitted electronically through the Department's web-based Compliance Monitoring and Tracking System (CMTS) throughout the affordability period. All HOME rental



developments are required to submit electronic quarterly desk reports during the initial lease up phase. Once the development has achieved 100% occupancy and is in compliance with all program rules and regulations, the development's reporting schedule is changed to an annual basis. All HOME rental developments are required to submit an electronic annual desk report and an Annual Owner's Compliance Report (AOCR) March 1 of each year.

At the commencement of leasing all HOME rental developments are scheduled for an on-site monitoring review. These developments are monitored throughout the affordability period. An on-site monitoring review consists of reviewing 20% percent, or 5 minimum, resident files to ensure compliance with income and rent restrictions and all other federal requirements. In addition, a physical inspection of the development, buildings, and units is completed. In 2007, the Division adopted HUD's Uniform Physical Condition Standards (UPCS) to ensure all rental developments are decent, safe, sanitary and in good repair. The UPCS inspections, with the exception of new construction rental developments, are completed by the Department's Contractor, Onsite Insight or Inspection staff. In addition, PMC staff attended training in November 2007 and November 2008 on UPCS inspection protocol. The physical inspection is not limited to health and safety issues, but also includes an on-going limited accessibility inspection with the construction requirements of Section 504, Rehabilitation Act of 1973, and Fair Housing.

All on-site monitoring reviews are completed in accordance with the requirements of the HOME Program and Department policies and procedures, as described in the Financing/Loan Agreements, Deed Restrictions, and Regulatory and Land Use Restriction Agreement. If a HOME rental development fails to comply with requirements as listed above, the Department has implemented enforcement procedures and administrative penalties described in 10 TAC, Compliance Rules, Subchapters A and C.

## **Risk Management**

HOME contracts are monitored based on a risk assessment model that is updated on an annual basis or more frequently if required. Some of the elements of the Risk Assessment Model may include the type of activity, existence of a construction component, Davis-Bacon requirements, results of previous on-site visits, status of the most recent monitoring report, amount funded, previous administrator experience, entity type, and Single Audit status. In addition to the results of the risk assessment survey, referrals from division staff are considered when determining in depth monitoring reviews or required technical assistance. An emphasis is placed on monitoring of contracts within the current draw period and contracts with projects in the affordability period as defined by HUD.

If complaints are received by TDHCA, they are considered a risk management element and will be reviewed in detail. Supplemental monitoring activities will be performed to ensure program compliance and detection of possible fraud or mismanagement.

The Risk Assessment Model is also implemented for ESGP. Some of the elements of the Risk Assessment Model include the following: length of time since last on-site visit, results of last on-site visit, status of most recent monitoring report, timeliness of grant reporting, total amount funded during assessment period, total amount funded for all TDHCA contracts during assessment period, number of TDHCA contracts funded during assessment period, and Single Audit Status. In addition to the results of the risk assessment survey consideration is also given to recommendations made from other TDHCA

## *Other Actions*

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### *Compliance*

divisions regarding performance with other TDHCA funded programs. All ESGP subrecipients are monitored annually.

### **Sanctions**

Based on the results of ongoing HOME monitoring, sanctions are imposed for noncompliance issues based on the severity of noncompliance, which may include delays in project set-ups, draw request processing, questioned/disallowed costs, suspension of the contract, or contract termination. When necessary, the Executive Director executes a referral to the State Auditor's Office for investigation of fraud as required by Section 321.022(a) of the Texas Government Code. Sanctions imposed affect future application requests and scoring. In addition, if fraud or mismanagement of funds is suspected, TDHCA will make referrals and work closely with HUD, the State Auditor's Office, the Inspector General, and local law enforcement agencies as applicable.

The results of ongoing ESGP monitoring will also determine if sanctions are imposed for noncompliance issues. Sanctions range from the use of the cost reimbursement method of payment, deobligation of funds, suspension of funds, and termination of the contract. TDHCA's legal staff is notified and referrals are made to the Attorney General's Office. Sanctions imposed affect the future consideration of ESGP applications for funding.

## **INSTITUTIONAL STRUCTURE**

Understanding that no single entity will be able to address the enormous needs of the State of Texas, ORCA, TDHCA, and DSHS support the formation of partnerships in the provision of housing, housing-related, and community development endeavors. This is especially important considering that the limited amount of financial resources available for affordable housing, community service, and community development activities can be a major obstacle for a single agency to try to address the needs of the state, partnering with other organizations, as well as fund layering and leveraging, helps to stretch those funds that are available.

ORCA, TDHCA, and DSHS are primarily pass-through funding agencies and distribute federal funds to local entities that in turn provide assistance to households. Because of this, the agencies work with many housing and community development partners, including consumer groups, community based organizations, neighborhood associations, community development corporations, councils of governments, community housing development organizations, community action agencies, real estate developers, social service providers, local lenders, investor-owned electric utilities, local government, nonprofits, faith-based organizations, property managers, state and local elected officials, and other state and federal agencies.

There are many benefits to these partnerships: risk and commitment are shared; the principle of reciprocity requires that local communities demonstrate an awareness of their needs and a willingness to participate actively in solving problems, therefore local communities play an active role in tailoring the project to their needs; partners are able to concentrate specifically on their area of expertise; and a greater variety of resources insure a well targeted more affordable product.

### ***CDBG***

CDBG funds are awarded to non-entitlement units of general local government thereby providing these communities with financial resources to respond to its community development needs. Such may include planning; constructing community facilities, infrastructure, and housing; and implementing economic development initiatives. Each applicant to the CDBG program is required through its citizen participation process to inform local housing organizations of its intention to apply for CDBG funding through the Texas CDBG and invite their input into the project selection process. Texas CDBG continues to coordinate with the Texas Department of Housing and Community Affairs, the Texas Department of Agriculture, the Texas Water Development Board, Annual State Agency Meeting on Rural Issues, and the 24 Regional Councils of Governments to further its mission and target beneficiaries of CDBG funds through programs such as the Colonia Self-Help Centers, the Colonia Economically Distressed Areas Program, the Housing Tax Credit Program, and the Texas Capital Fund.

### ***HOME and ESGP***

The HOME Program encourages partnerships in order to improve the provision of affordable housing. Organizations receiving HBA/ADDI funds are required to provide homebuyer education classes to households directly, or coordinate with a local organization that will provide the education. In addition, organizations receiving TBRA funds must provide self-sufficiency services directly, or coordinate with a local organization that will provide the services.

## **GOALS AND OBJECTIVES**

This section describes those goals and objectives that pertain to the Community Development, Homeless, Housing activities. Non-Homeless Special Needs goals and objectives are included in Part II of this document.

### **COMMUNITY DEVELOPMENT GOALS AND OBJECTIVES: CDBG**

The following includes the reported outputs of key and non-key measures for CDBG goals as found in the ORCA Strategic Plan 2003-2007 and reported to the Legislative Budget Board for Fiscal Year 2008.

Number of new community and economic development contracts awarded.

FY 2008 Target:	325
FY 2008 Actual:	346

Number of projected beneficiaries from new contracts awarded.

FY 2008 Target:	483,000
FY 2008 Actual:	930,066

Number of programmatic monitoring visits conducted.

FY 2008 Target:	300
FY 2008 Actual:	288

Number of jobs created/retained through contracts awarded.

FY 2008 Target:	981
FY 2008 Actual:	409

Number of Single Audit reviews conducted.

FY 2008 Target:	150
FY 2008 Actual:	182

Note: the FY 2008 Actual values reported to the Legislative Budget Board included contracts awarded under the Disaster Recovery Supplemental Funding related to the consequences of Hurricane Rita, which are not included in this report.

## HOMELESS AND HOUSING GOALS AND OBJECTIVES

### ESGP and HOME

The goals below, taken from the TDHCA Strategic Plan, reflect program performance during State Fiscal Year 2008 based upon measures developed with the State's Legislative Budget Board and Governor's Office of Budget and Planning. The goals are also based upon Riders attached to the Department's Appropriations. State Fiscal Year 2008 covers the period September 1, 2007 to August 31, 2008. The following performance measures are distinct from the HUD Performance Indicators reported in each program section of this document, which measure performance during the 2008 Program Year, February 1, 2008 through January 31, 2009.

**GOAL 1:** TDHCA will increase and preserve the availability of safe, decent and affordable housing for very low-, low- and moderate-income persons and families.

#### Strategy 1.1

Provide mortgage financing and homebuyer assistance through the Single-Family Mortgage Revenue Bond Program

Strategy Measure	2008 Target	2008 Actual	% of Goal	2009 Target
Number of single-family households assisted through the First Time Homebuyer Program	2,016	2,034	101%	1,716

**Explanation of Variance:** Loan originations were higher than anticipated as a result of increased market interest rates which generated higher demand for the Department's lower interest rate products.

#### Strategy 1.2

Provide funding through the HOME Program for affordable single family housing

Strategy Measure	2008 Target	2008 Actual	% of Goal	2009 Target
Number of single-family households assisted with HOME funds	1,255	935	75%	1,255

**Explanation of Variance:** Due to the delayed progress on current awards for the OCC activity, the Department postponed its publication of the 2008 Single Family NOFA, which includes OCC, TBRA and HBA activities, until the 4<sup>th</sup> Quarter. The Department anticipates awarding funds in FY 2009. A HBA and a TBRA NOFA were released in December of 2007. Awards for Rehabilitation Activities that provided disaster relief with OCC are funded through deobligated funds in accordance with the Department's Deobligated Funds Rule. The source of the funds for these NOFAs were deobligated dollars from previous contracts and uncommitted funds from prior years. These NOFAs were not anticipated as a part of the regular funding cycle and were not estimated as a part of the performance measure targets.

#### Strategy 1.3

Provide funding through the HTF program for affordable single family housing

Strategy Measure	2008 Target	2008 Actual	% of Goal	2009 Target
Number of single-family households assisted	228	559	245%	209

## Goals and Objectives

### Homeless and Housing

Strategy Measure	2008 Target	2008 Actual	% of Goal	2009 Target
through the Housing Trust Fund				

**Explanation of Variance:** The Department received approximately \$5.8 million in appropriations for the Housing Trust Fund for the 2008-2009 biennium. In accordance with the funding plan allocating the new source of funds, \$1,000,000 was awarded as gap financing for the Disaster Recovery effort in Southeast Texas. During the first quarter, this investment supported the rehabilitation of 100 housing units with grants or deferred forgivable loans up to \$10,000. Additionally, the Department was able to award \$1,062,816 from local funds funded by loan repayments and investment earnings, resulting in 102 units in Veteran's Housing assistance. During the second quarter, the Department also released a Homeownership SuperNOFA making available \$1,000,000 from the annual appropriation. In June 2008, the Board approved an additional \$1,000,000 in Housing Trust Fund loan repayments and investment earnings for the Homeownership SuperNOFA, increasing the total amount available to \$2,000,000. This increase resulted in four additional awards assisting 80 Texas families during the 4th Quarter. The Department was able to exceed the target due to the lower amount of assistance provided per household for the gap financing for Disaster Recovery and Veteran's Housing Assistance programs.

#### Strategy 1.4

Provide tenant-based rental assistance through Section 8 certificates

Strategy Measure	2008 Target	2008 Actual	% of Goal	2009 Target
Number of multifamily households assisted with tenant-based rental assistance	1,494	1,036	69%	1,494

**Explanation of Variance:** The targeted measure of 1,494 voucher was developed when HUD provided Section 8 Housing Assistance Program funds based on a specified number of vouchers. The methodology for the allocation of Section 8 Housing Assistance Program funds has changed and the Department no longer received funds based on a specified number of vouchers but rather receives a set amount of funding that limits the number of households served to approximately 1,100 a year. Consequently, the number of households served will be below target.

#### Strategy 1.5

Provide federal tax credits to develop rental housing

Strategy Measure	2008 Target	2008 Actual	% of Goal	2009 Target
Number of multifamily households assisted with HTCs	12,261	10,076	82%	11,779

**Explanation of Variance:** The Housing Tax Credit program activity for this measure is a combination of 4% (multifamily bond related) and 9% (competitive application cycle) rental development funding awards. The 4% credits are tied to the bond market which is experiencing a dramatic slowdown nationally due to the recession in the economy.

#### Strategy 1.6

Provide funding through the HOME Program for affordable multifamily housing

Strategy Measure	2008 Target	2008 Actual	% of Goal	2009 Target
Number of multifamily households assisted	500	663	133%	526

Strategy Measure	2008 Target	2008 Actual	% of Goal	2009 Target
with HOME funds				

**Explanation of Variance:** The Department has made HOME funds available for this activity since October 2007 and awarded twenty awards in conjunction with the Housing Tax Credit awards at the July 31, 2008 board meeting. Additional HOME funds that were deobligated from single-family activities were made available for this strategy. This allowed the Department to maintain a continuous, open-cycle NOFA and facilitated the timely commitment and expenditure of HOEM funds in accordance with federal requirements.

**Strategy 1.7**

Provide funding through the Housing Trust Fund for affordable multifamily housing

Strategy Measure	2008 Target	2008 Actual	% of Goal	2009 Target
Number of multifamily households assisted through the Housing Trust Fund	784	0	0%	800

**Explanation of Variance:** The Housing Trust Fund Rental Production Program NOFA has been available since October 2007. The Department has only received one application which was withdrawn to pursue another source of funding. These funds have been combined with the 2009 Housing Trust Fund multifamily program into a new NOFA, which will allow for subsidy layering with Housing Tax Credits. Several applications have already been received and are undergoing review. The Department anticipates all of the funds to be awarded in FY 2009.

**Strategy 1.8**

Provide funding through the Mortgage Revenue Bond Program for affordable multifamily housing

Strategy Measure	2008 Target	2008 Actual	% of Goal	2009 Target
Number of households assisted through the Mortgage Revenue Bond Program	2,393	878	37%	2,217

**Explanation of Variance:** This measure is tied to the bond market which is experiencing a dramatic slowdown. Economic conditions in the equity markets have made it very difficult for developers to present financially feasible applications to the Department.

**GOAL 2: TDHCA will promote improved housing conditions for extremely low-, very low- and low-income households by providing information and technical assistance.**

**Strategy 2.1**

Provide information and technical assistance to the public through the Public Affairs Division and the Housing Resource Center

Strategy Measure	2008 Target	2008 Actual	% of Goal	2009 Target
Number of information and technical assistance requests completed	4,900	6,109	125%	4,900

## Goals and Objectives

### Homeless and Housing

**Explanation of Variance:** The number of requests for information and technical assistance varies throughout the year. During this fiscal year, the Department experienced a higher amount of requests than usual. In addition, the Department has made a concerted effort to improve the quality of the data collected for information and technical assistance requests.

#### Strategy 2.2

To provide technical assistance to colonias through field offices

Strategy Measure (A)	2008 Target	2008 Actual	% of Goal	2009 Target
Number of on-site technical assistance visits conducted annually from the field offices	800	904	113%	800

**Explanation of Variance:** As the Department continues to improve the Texas Bootstrap Loan Program and the colonia SHC Program, OCI Field Staff continues to provide technical assistance to units of local governments and nonprofit organizations. The Texas Bootstrap Loan Program Reservation System has necessitated increased technical activities. In addition, technical assistance visits have increased for the colonia SHC Program due to environmental assessments and other related federal regulations.

Strategy Measure (B)	2008 Target	2008 Actual	% of Goal	2009 Target
Number of colonia residents receiving assistance	7,650	8,666	113%	8,000

**Explanation of Variance:** The Department focuses on empowering the units of local government and nonprofit organizations to work with the colonia residents on a one-on-one basis through the colonia SHCs. Due to increased outreach efforts more colonia residents are utilizing the programs and activities of the colonia SHCs.

Strategy Measure (C)	2008 Target	2008 Actual	% of Goal	2009 Target
Number of entities and/or individuals receiving informational resources	1,000	2,987	299%	1,000

**Explanation of Variance:** During the first quarter, the Department conducted a large mail out to promote the Texas Bootstrap Loan Program Reservation System NOFA. During the fourth quarter the Department distributed informational resources to units of local governments and nonprofit organizations in response to Hurricane Dolly.

**GOAL 3:** TDHCA will improve living conditions for the poor and homeless and reduce the cost of home energy for very low-income Texans.

#### Strategy 3.1

Administer homeless and poverty-related funds through a network of community action agencies and other local organizations so that poverty-related services are available to very low-income persons throughout the state.

Strategy Measure (A)	2008 Target	2008 Actual	% of Goal	2009 Target
Number of persons assisted through	512,244	539,436	105%	512,244



Strategy Measure (A)	2008 Target	2008 Actual	% of Goal	2009 Target
homeless and poverty related funds				

**Explanation of Variance:** This measure is impacted by the number of persons assisted through the CSBG and ESGP. Beginning in January 2006, the Department revised the reporting procedures for CSBG subrecipients. The revision allowed CSBG subrecipients to report to the Department all individuals assisted by all programs operated by the CSBG subrecipient. As a result of this change, CSBG subrecipients reported a higher number of persons assisted through homeless and poverty related funds. Additionally, funding for the ESGP was higher than anticipated when the measures were set.

Strategy Measure (B)	2008 Target	2008 Actual	% of Goal	2009 Target
Number of persons assisted that achieve incomes above poverty level.	2,200	3,024	137%	2,200

**Explanation of Variance:** Each year CSBG subrecipients make improvements in the self-sufficiency case management programs they operate and this enables them to transition a larger number of persons out of poverty. The Department expects that annually, CSBG subrecipients will assist more persons to transition out of poverty.

Strategy Measure (C)	2008 Target	2008 Actual	% of Goal	2009 Target
Number of shelters assisted through the Emergency Shelter Grant Program	73	78	107%	73

**Explanation of Variance:** This measure represents the number of contracts issued under ESGP. At the time the measure was established, the Department anticipated funding fewer subrecipients than the number actually funded. It is difficult to determine how many contracts will be awarded. The number of contracts awarded varies by the amount of funds requested and awarded and the ranking of the applications based upon their score.

Strategy Measure (A)	2008 Target	2008 Actual	% of Goal	2009 Target
Number of households assisted through CEAP	51,502	49,833	97%	51,502

**Explanation of Variance:** No explanation required.

Strategy Measure (B)	2008 Target	2008 Actual	% of Goal	2009 Target
Number of dwelling units weatherized through WAP	3,004	4,000	133%	2,960

**Explanation of Variance:** Additional one-time funding for the program enabled the weatherization subrecipients to exceed their quarterly and annual targets for assistance.

## Goals and Objectives

### Homeless and Housing

**GOAL 4:** TDHCA will ensure compliance with the Texas Department of Housing and Community Affairs' federal and state program mandates.

#### Strategy 4.1

The Portfolio Management and Compliance Division will monitor and inspect for Federal and State housing program requirements.

Strategy Measure (A)	2008 Target	2008 Actual	% of Goal	2009 Target
Total number of monitoring reviews conducted	915	1,046	114%	965

**Explanation of Variance:** More onsite monitoring reviews were scheduled in this quarter than were anticipated.

Strategy Measure (B)	2008 Target	2008 Actual	% of Goal	2009 Target
Total number of units administered	242,766	240,135	99%	252,766

**Explanation of Variance:** No explanation needed.

#### Strategy 4.2

The Portfolio Management and Compliance Division will administer and monitor federal and state subrecipient contracts for programmatic and fiscal requirements.

Strategy Measure (A)	2008 Target	2008 Actual	% of Goal	2009 Target
Total number of monitoring reviews conducted	12,715	8,735	69%	12,765

**Explanation of Variance:** During this reporting period, there were fewer new contracts which would result in contract administration activity. Additionally, a significant number of contracts have been deobligated within the last three reporting periods which has also resulted in decreased pipeline activity. The numbers reported reflect activity on contracts pending from the previous years. The Department has released the 2008 HOME Single Family NOFA during the 4th Quarter and anticipates an increase in the activities reported during the 1st Quarter of FY 2009.

Strategy Measure (B)	2008 Target	2008 Actual	% of Goal	2009 Target
Number of contracts administered	430	259	60%	430

**Explanation of Variance:** During this reporting period, there were few new contracts which would result in these reviews. Additionally, a significant number of contracts have been deobligated which has also resulted in decreased reviews. The reviews reported reflect activity on contracts pending from the previous years. The Department released the 2008 HOME Single Family NOFA during the 4th Quarter and anticipates an increase in these reviews in the beginning of FY 2009.

**GOAL 5:** To protect the public by regulating the manufactured housing industry in accordance with state and federal laws.

#### Strategy 5.1

Provide titling and licensing services in a timely and efficient manner.

Strategy Measure (A)	2008 Target	2008 Actual	% of Goal	2009 Target
Number of manufactured housing statements of ownership and location issued	90,000	62,384	69.32%	90,000

**Explanation of Variance:** The measure is under the projected total because there were fewer applications received and there was an increase in incomplete applications that cannot be processed until the required information is received by the Department. The increase in incomplete applications is due to many sellers being unaware of the new requirement in §1201.206(g) of the Standards Act that became effective on 01/01/2008, which requires a seller to file a statement from the tax assessor-collector that no taxes are due on used homes sold that are not in a retailer's inventory. To educate the public and tax offices, the Department posted notice of the requirement on the Department's website and mailed a notice letter in January 2008 to all tax assessor-collectors.

Strategy Measure (B)	2008 Target	2008 Actual	% of Goal	2009 Target
Number of licenses issued	4,000	3,601	90.03%	4,000

**Explanation of Variance:** Performance is under the targeted projection due to receiving fewer applications for new and renewed licenses.

### Strategy 5.2

Conduct inspections of manufactured homes in a timely manner.

Strategy Measure (A)	2008 Target	2008 Actual	% of Goal	2009 Target
Number of routine installation inspections conducted	6,000	3,632	61%	6,000

**Explanation of Variance:** Although the measure is below the targeted number, the Department is meeting the program's statutory requirement to inspect at least 25% of the installation inspections received. The actual year-to-date inspection rate is 26%.

Strategy Measure (B)	2008 Target	2008 Actual	% of Goal	2009 Target
Number of non-routine installation inspections conducted	2,200	2,294	104%	2,200

**Explanation of Variance:** No explanation required.

### Strategy 5.3

To process consumer complaints, conduct investigations and take administrative actions to protect the general public and consumers.

Strategy Measure	2008 Target	2008 Actual	% of Goal	2009 Target
Number of complaints resolved	1,250	803	64%	1,250

**Explanation of Variance:** The Department has received fewer complaints than expected, resulting in fewer complaints resolved.

## Goals and Objectives

### Homeless and Housing

Goals Six through Eight are established in legislation as riders to TDHCA's appropriations, as found in the General Appropriations Act.

**GOAL 6:** TDHCA will target its housing finance programs resources for assistance to extremely low-income households.

#### Strategy 6.1

The housing finance divisions shall adopt an annual goal to apply \$30,000,000 of the division's total housing funds toward housing assistance for individuals and families earning less than 30 percent of median family income.

Strategy Measure	2008 Target	2008 Actual	% of Goal	2009 Target
Amount of housing finance division funds applied towards housing assistance for individuals and families earning less than 30 percent of median family income.	\$30,000,000	\$48,611,358	162%	\$30,000,000

Note: For more information, see Rider 4 of TDHCA's Appropriations as found in HB 1 (General Appropriations Act), 79th Legislature, Regular Session.

**GOAL 7:** TDHCA will target its housing finance resources for assistance to very low-income households.

#### Strategy 7.1

The housing finance divisions shall adopt an annual goal to apply no less than 20% of the division's total housing funds toward housing assistance for individuals and families earning between 31% and 60% of median family income.

Strategy Measure	2008 Target	2008 Actual	% of Goal	2009 Target
Percent of housing finance division funds applied towards housing assistance for individuals and families earning between 31% and 60% of median family income.	20%	56%	282%	20%

**GOAL 8:** TDHCA will provide contract for deed conversions for families who reside in a colonia and earn 60 percent or less of the applicable area median family income

#### Strategy 8.1

Help colonia residents become property owners by converting their contracts for deed into traditional mortgages.

## Goals and Objectives

### Homeless and Housing

Strategy Measure	2008 Target	2008 Actual	% of Goal	2009 Target
Amount of TDHCA funds applied towards contract for deed conversions for colonia families earning less than 60% of median family income.	\$2,000,000	\$1,000,000	50%	\$2,000,000

**Explanation of Variance:** There are a limited number of organizations with capacity to administer the contract for deed program. In addition, there are significant challenges in clearing title and establishing property ownership in colonias.

Note: For more information, see Rider 6 of TDHCA's Appropriations as found in HB 1 (General Appropriations Act), 80th Legislature, Regular Session.

The following TDHCA-designated goal addresses the housing needs of persons with special needs.

## Goals and Objectives

### Homeless and Housing

**GOAL 9:** TDHCA will work to address the housing needs and increase the availability of affordable and accessible housing for persons with special needs.

#### Strategy 9.1

Dedicate no less than 20% of the HOME project allocation for applicants that target persons with special needs.

Strategy Measure	2008 Target	2008 Actual	% of Goal	2009 Target
Percent of the HOME project allocation awarded to applicants that target persons with special needs.	20%	48%	240%	20%

#### Strategy 9.2:

Compile information and accurately assess the housing needs of and the housing resources available to persons with special needs.

##### Strategy Activities:

- Assist counties and local governments in assessing local needs for persons with special needs.
- Work with State and local providers to compile a statewide database of available affordable and accessible housing.
- Set up a referral service to provide this information at no cost to the consumer.
- Promote awareness of the database to providers and potential clients throughout the State through public hearings, the TDHCA web site as well as other provider web sites, TDHCA newsletter and local informational workshops.

#### Strategy 9.3:

Increase collaboration between organizations that provide services to special needs populations and organizations that provide housing.

##### Strategy Activities:

- Promote the coordination of housing resources available among State and federal agencies and consumer groups that serve the needs of special needs populations.
- Continue working with agencies, advocates and other interested parties in the development of programs that will address the needs of persons with special needs.
- Increase the awareness of potential funding sources for organizations to access, to serve special needs populations, through the use of TDHCA planning documents, web site and newsletter.

#### Strategy 9.4:

Discourage the segregation of persons with special needs from the general public.

##### Strategy Activities:

- Increase the awareness of the availability of conventional housing programs for persons with special needs.
- Support the development of housing options and programs, which enable persons with special needs to reside in noninstitutional settings.

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**PART II: CONSOLIDATED ANNUAL PERFORMANCE AND  
EVALUATION REPORT FOR HOPWA****Housing Opportunities for Persons With AIDS  
(HOPWA) Program****Consolidated Annual Performance and  
Evaluation Report (CAPER)  
Measuring Performance Outcomes**

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OMB Number 2506-0133 (Expiration Date: 12/31/2010)

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The HOPWA CAPER report for formula grantees provides annual information on program accomplishments in meeting the program's performance outcome measure: maintain housing stability; improve access to care; and reduce the risk of homelessness for low-income persons and their families living with HIV/AIDS. This information is also covered under the Consolidated Plan Management Process (CPMP) report and includes Narrative Responses and Performance Charts required under the Consolidated Planning Regulations. The public reporting burden for the collection of information is estimated to average 45 hours per manual response, or less if an automated data collection and retrieval system is in use, along with 68 hours for record keeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Grantees are required to report on the activities undertaken only, thus there may be components of these reporting requirements that may not be applicable. This agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless that collection displays a valid OMB control number.

Overview. **The Consolidated Annual Performance and Evaluation Report (CAPER) provides annual performance reporting on client outputs and outcomes that enables an assessment of grantee performance in achieving the housing stability outcome measure. The CAPER, in conjunction with the Integrated Disbursement Information System (IDIS), fulfills statutory and regulatory program reporting requirements and provides the grantee and HUD with the necessary information to assess the overall program performance and accomplishments against planned goals and objectives**

HOPWA formula grantees are required to submit a CAPER, and complete annual performance information for all activities undertaken during each program year in the IDIS, demonstrating coordination with other Consolidated Plan resources. HUD uses the CAPER and IDIS data to obtain essential information on grant activities, project sponsors, 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.

**The revisions contained within this edition are designed to accomplish the following: (1) provide for an assessment of unmet need; (2) streamline reporting sources and uses of leveraged resources; (3) differentiate client outcomes for temporary/short-term and permanent facility-based assistance; (4) clarify indicators for short-term efforts and reducing the risk of homelessness; and (5) clarify indicators for Access to Care and Support for this special needs population. In addition, grantees are requested to comply with the Federal Funding Accountability and Transparency Act 2006 (Public Law 109-282) which requires federal grant recipients to provide general information for all entities (including subrecipients) receiving \$25,000+ in federal funds.**

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**Continued Use Periods.** Grantees that use HOPWA funds for new construction, acquisition, or substantial rehabilitation are required to operate their facilities for ten years for HOPWA-eligible beneficiaries. For the years in which grantees do not receive and expend HOPWA funding for these activities, the grantee must submit an Annual Certification of Continued Project Operation throughout the required use periods. This certification is included in Part 5 in CAPER.

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

**Filing Requirements.** Within 90 days of the completion of each program year, grantees must submit their completed CAPER to the CPD Director in the grantee's State or Local HUD Field Office, and to the HOPWA Program Office: Office of HIV/AIDS Housing, Room 7212, U.S. Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, D.C. 20410.

**Definitions: Facility-Based Housing Assistance:** All HOPWA housing expenditures which provide support to facilities, including community residences, SRO dwellings, short-term or transitional facilities, project-based units, master leased units, scattered site units leased by the organization, and other housing facilities approved by HUD.

**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 or larger organizations are not considered "grassroots."

**Housing Assistance Total:** The non-duplicated number of households receiving housing subsidies and residing in units of facilities that were dedicated to persons living with HIV/AIDS and their families that were supported with HOPWA or leveraged funds during this operating year.

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

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

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

**Outcome:** The HOPWA assisted households who have been enabled to establish or better 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. The goal that eighty percent of HOPWA clients will maintain housing stability, avoid homelessness, and access care by 2011.

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

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

**Short-Term Rent, Mortgage and Utility Payments (STRMU):** Subsidy or payments subject to the 21-week limited time period to prevent the homelessness of a household (e.g., HOPWA short-term rent, mortgage and utility payments).



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

**Tenant-Based Rental Assistance:** (TBRA): An on-going rental housing subsidy for units leased by the client, where the amount is determined based in part on household income and rent costs. Project-based costs are considered facility-based expenditures.

**Total by Type of Housing Assistance/Services:** The non-duplicated households assisted in units by type of housing assistance dedicated to persons living with HIV/AIDS and their families or services provided that were supported with HOPWA and leveraged funds during the operating year

**Housing Opportunities for Persons with AIDS (HOPWA)**  
**Consolidated Annual Performance and Evaluation Report -**  
**Measuring Performance Outcomes**

OMB Number 2506-0133 (Expiration Date: 12/31/2010)

**Part 1: Grantee Executive Summary**

As applicable, complete the charts below followed by the submission of a written narrative to questions A through C, and the completion of Chart D. Chart 1 requests general grantee information and Chart 2 is to be completed for each organization selected or designated as a project sponsor, as defined by CFR 574.3. In Chart 3, indicate each subrecipient organization with a contract/agreement of \$25,000 or greater that assists grantees or project sponsors carrying out their activities. Agreements include: grants, subgrants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders. These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

**1. Grantee Information**

<b>HUD Grant Number</b> TXH08-F999		<b>Operating Year for this report</b> <i>From (mm/dd/yy)</i> 02/01/2008 <i>To (mm/dd/yy)</i> 01/31/2009		
<b>Grantee Name</b> The State of Texas HOPWA Formula Program – Texas Department of State Health Services				
<b>Business Address</b>		P.O. Box 149347		
<b>City, County, State, Zip</b>		Austin	Travis	Texas 78714-9347
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		32-0113643		<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 80-739-1511
<b>Congressional District of Business Address</b>		10		
<b>*Congressional District(s) of Primary Service Area(s)</b>		n/a		
<b>*Zip Code(s) of Primary Service Area(s)</b>		n/a		
<b>*City(ies) and County(ies) of Primary Service Area(s)</b>		n/a		
<b>Organization's Website Address</b> www.dshs.state.tx.us		<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <b>If yes, explain in the narrative section how this list is administered.</b>		
<b>Have you prepared any evaluation reports?</b> <i>If so, please indicate the location on an Internet site (url) or attach copy.</i> n/a				

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

## 2. Project Sponsor Information

In Chart 2, provide the following information for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3.

<b>Project Sponsor Agency Name</b> Alamo Area Resource Center		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>		Randy Hinkle		
<b>Email Address</b>		<a href="mailto:randyh@aarcsa.com">randyh@aarcsa.com</a>		
<b>Business Address</b>		527 N. Leona, Bldg A, 3 <sup>rd</sup> Fl		
<b>City, County, State, Zip,</b>		San Antonio	Bexar	Texas 78207
<b>Phone Number (with area codes)</b>		(210) 358-9893		<b>Fax Number (with area code)</b> (210) 358-9953
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		74-2583211		<b>DUN &amp; Bradstreet Number (DUNS) if applicable</b> 825117906
<b>Congressional District of Business Location of Sponsor</b>		20		
<b>Congressional District(s) of Primary Service Area(s)</b>		14, 20, 23, 28		
<b>Zip Code(s) of Primary Service Area(s)</b>		See attached list		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		See attached list		Bexar, Comal, Wilson, Guadalupe, Gillespie, Kerr, Kendall, Frio, Medina, Atascosa, Kendall, and Bandera
<b>Total HOPWA contract amount for this Organization</b>		\$90,480		
<b>Organization's Website Address</b>  http://www.aarcsa.com/		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <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 checked="" type="checkbox"/>		<b>If yes, explain in the narrative section how this list is administered.</b>  Waitlisted clients are ranked on a first-come first-serve basis. Clients at the top of the list are contacted every six months in order to re-certify their need and interest in remaining on the waitlist.		

No.	Zip	City	County
1	78002	ATASCOSA	BEXAR
2	78003	BANDERA	BANDERA
3	78004	BERGHEIM	KENDALL
4	78005	BIGFOOT	FRIO
5	78006	BOERNE	KENDALL
6	78008	CAMPBELLTON	ATASCOSA
7	78009	CASTROVILLE	MEDINA

No.	Zip	City	County
8	78010	CENTER POINT	KERR
9	78011	CHARLOTTE	ATASCOSA
10	78012	CHRISTINE	ATASCOSA
11	78013	COMFORT	KENDALL
12	78015	BOERNE	KENDALL
13	78016	DEVINE	MEDINA
14	78023	HELOTES	BEXAR
15	78026	JOURDANTON	ATASCOSA
16	78027	KENDALIA	KENDALL
17	78039	LA COSTE	MEDINA
18	78050	LEMING	ATASCOSA
19	78052	LYTLE	ATASCOSA
20	78054	MACDONA	BEXAR
21	78056	MICO	MEDINA
22	78057	MOORE	FRIO
23	78059	NATALIA	MEDINA
24	78063	PIPE CREEK	BANDERA
25	78064	PLEASANTON	ATASCOSA
26	78065	POTEET	ATASCOSA
27	78066	RIO MEDINA	MEDINA
28	78069	SOMERSET	BEXAR
29	78070	SPRING BRANCH	COMAL
30	78073	VON ORMY	BEXAR
31	78074	WARING	KENDALL
32	78101	ADKINS	BEXAR
33	78108	CIBOLO	GUADALUPE
34	78109	CONVERSE	BEXAR
35	78112	ELMENDORF	BEXAR
36	78113	FALLS CITY	KARNES
37	78114	FLORESVILLE	WILSON
38	78115	GERONIMO	GUADALUPE
39	78117	HOBSON	KARNES
40	78121	LA VERNIA	WILSON
41	78123	MC QUEENEY	GUADALUPE
42	78124	MARION	GUADALUPE
43	78130	NEW BRAUNFELS	COMAL
44	78131	NEW BRAUNFELS	COMAL
45	78132	NEW BRAUNFELS	COMAL
46	78133	CANYON LAKE	COMAL
47	78135	NEW BRAUNFELS	COMAL
48	78143	PANDORA	WILSON
49	78144	PANNA MARIA	KARNES
50	78147	POTH	WILSON

No.	Zip	City	County
51	78148	UNIVERSAL CITY	BEXAR
52	78150	UNIVERSAL CITY	BEXAR
53	78152	SAINT HEDWIG	BEXAR
54	78154	SCHERTZ	GUADALUPE
55	78155	SEGUIN	GUADALUPE
56	78156	SEGUIN	GUADALUPE
57	78160	STOCKDALE	WILSON
58	78161	SUTHERLAND SPRINGS	WILSON
59	78163	BULVERDE	COMAL
60	78201	SAN ANTONIO	BEXAR
61	78202	SAN ANTONIO	BEXAR
62	78203	SAN ANTONIO	BEXAR
63	78204	SAN ANTONIO	BEXAR
64	78205	SAN ANTONIO	BEXAR
65	78206	SAN ANTONIO	BEXAR
66	78207	SAN ANTONIO	BEXAR
67	78208	SAN ANTONIO	BEXAR
68	78209	SAN ANTONIO	BEXAR
69	78210	SAN ANTONIO	BEXAR
70	78211	SAN ANTONIO	BEXAR
71	78212	SAN ANTONIO	BEXAR
72	78213	SAN ANTONIO	BEXAR
73	78214	SAN ANTONIO	BEXAR
74	78215	SAN ANTONIO	BEXAR
75	78216	SAN ANTONIO	BEXAR
76	78217	SAN ANTONIO	BEXAR
77	78218	SAN ANTONIO	BEXAR
78	78219	SAN ANTONIO	BEXAR
79	78220	SAN ANTONIO	BEXAR
80	78221	SAN ANTONIO	BEXAR
81	78222	SAN ANTONIO	BEXAR
82	78223	SAN ANTONIO	BEXAR
83	78224	SAN ANTONIO	BEXAR
84	78225	SAN ANTONIO	BEXAR
85	78226	SAN ANTONIO	BEXAR
86	78227	SAN ANTONIO	BEXAR
87	78228	SAN ANTONIO	BEXAR
88	78229	SAN ANTONIO	BEXAR
89	78230	SAN ANTONIO	BEXAR
90	78231	SAN ANTONIO	BEXAR
91	78232	SAN ANTONIO	BEXAR
92	78233	SAN ANTONIO	BEXAR
93	78234	SAN ANTONIO	BEXAR
94	78235	SAN ANTONIO	BEXAR

No.	Zip	City	County
95	78236	SAN ANTONIO	BEXAR
96	78237	SAN ANTONIO	BEXAR
97	78238	SAN ANTONIO	BEXAR
98	78239	SAN ANTONIO	BEXAR
99	78240	SAN ANTONIO	BEXAR
100	78241	SAN ANTONIO	BEXAR
101	78242	SAN ANTONIO	BEXAR
102	78243	SAN ANTONIO	BEXAR
103	78244	SAN ANTONIO	BEXAR
104	78245	SAN ANTONIO	BEXAR
105	78246	SAN ANTONIO	BEXAR
106	78247	SAN ANTONIO	BEXAR
107	78248	SAN ANTONIO	BEXAR
108	78249	SAN ANTONIO	BEXAR
109	78250	SAN ANTONIO	BEXAR
110	78251	SAN ANTONIO	BEXAR
111	78252	SAN ANTONIO	BEXAR
112	78253	SAN ANTONIO	BEXAR
113	78254	SAN ANTONIO	BEXAR
114	78255	SAN ANTONIO	BEXAR
115	78256	SAN ANTONIO	BEXAR
116	78257	SAN ANTONIO	BEXAR
117	78258	SAN ANTONIO	BEXAR
118	78259	SAN ANTONIO	BEXAR
119	78260	SAN ANTONIO	BEXAR
120	78261	SAN ANTONIO	BEXAR
121	78262	SAN ANTONIO	BEXAR
122	78263	SAN ANTONIO	BEXAR
123	78264	SAN ANTONIO	BEXAR
124	78265	SAN ANTONIO	BEXAR
125	78266	SAN ANTONIO	COMAL
126	78268	SAN ANTONIO	BEXAR
127	78269	SAN ANTONIO	BEXAR
128	78270	SAN ANTONIO	BEXAR
129	78275	SAN ANTONIO	BEXAR
130	78278	SAN ANTONIO	BEXAR
131	78279	SAN ANTONIO	BEXAR
132	78280	SAN ANTONIO	BEXAR
133	78283	SAN ANTONIO	BEXAR
134	78284	SAN ANTONIO	BEXAR
135	78285	SAN ANTONIO	BEXAR
136	78286	SAN ANTONIO	BEXAR
137	78287	SAN ANTONIO	BEXAR
138	78288	SAN ANTONIO	BEXAR
139	78289	SAN ANTONIO	BEXAR
140	78291	SAN ANTONIO	BEXAR
141	78292	SAN ANTONIO	BEXAR
142	78293	SAN ANTONIO	BEXAR

No.	Zip	City	County
143	78294	SAN ANTONIO	BEXAR
144	78295	SAN ANTONIO	BEXAR
145	78296	SAN ANTONIO	BEXAR
146	78297	SAN ANTONIO	BEXAR
147	78298	SAN ANTONIO	BEXAR
148	78299	SAN ANTONIO	BEXAR
149	78623	FISCHER	COMAL
150	78638	KINGSBURY	GUADALUPE
151	78670	STAPLES	GUADALUPE
152	78861	HONDO	MEDINA
153	78883	TARPLEY	BANDERA
154	78886	YANCEY	MEDINA

<b>Project Sponsor Agency Name</b> United Medical Centers Health Counseling Services		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>	Connie Villarreal			
<b>Email Address</b>	umchcsep@swbell.net			
<b>Business Address</b>	474 North Adams			
<b>City, County, State, Zip,</b>	Eagle Pass	Maverick	Texas	78852
<b>Phone Number (with area codes)</b>	(830) 773-9271		<b>Fax Number (with area code)</b> (830) 757-4239	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	741993570		<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 031926009	
<b>Congressional District of Business Location of Sponsor</b>	District 23			
<b>Congressional District(s) of Primary Service Area(s)</b>	District 23			
<b>Zip Code(s) of Primary Service Area(s)</b>	78852, 78840, 78832, 78829, 78880, 78873, 78834, 78801, 78830			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	Eagle Pass, Del Rio, Bracketville, Batesville, Rocksprings, Leakey, Carrizo Springs, Uvalde, Big Wells		Maverick, Val Verde, Kinney, Uvalde, Zavala, Dimmitt, Edwards, Real, La Salle	
<b>Total HOPWA contract amount for this Organization</b>	\$25,109			
<b>Organization's Website Address</b> <a href="http://www.health.com">www.health.com</a>		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

<b>Project Sponsor Agency Name</b> United Medical Centers Health Counseling Services	<b>Parent Company Name, if applicable</b>
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input checked="" type="checkbox"/> Please check if yes and a grassroots organization. <input checked="" type="checkbox"/>	<b>If yes, explain in the narrative section how this list is administered.</b>  Clients with children are given priority, then first come first served basis.

<b>Project Sponsor Agency Name</b> Victoria City-County Health Department		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>	Paul M. Kelliher			
<b>Email Address</b>	pkelliher@vctx.org			
<b>Business Address</b>	2805 North Navarro			
<b>City, County, State, Zip,</b>	Victoria	Victoria	Texas	77901
<b>Phone Number (with area codes)</b>	361-578-6281		<b>Fax Number (with area code)</b> 361-578-7046	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	74-6002445		<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 603165804	
<b>Congressional District of Business Location of Sponsor</b>	14			
<b>Congressional District(s) of Primary Service Area(s)</b>	14			
<b>Zip Code(s) of Primary Service Area(s)</b>	77901-77905			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	Victoria		Victoria County	
<b>Total HOPWA contract amount for this Organization</b>	\$78,653			
<b>Organization's Website Address</b> <a href="http://www.vctx.org">www.vctx.org</a>		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		<b>If yes, explain in the narrative section how this list is administered.</b> The Waitlist is updated every 6 months. Clients will be prioritized according to the following criteria: <ul style="list-style-type: none"> <li>➤ Date of initial request</li> <li>➤ AIDS diagnosis</li> <li>➤ # of affected individuals in household</li> </ul> Nature of emergency (STRMU only)		



<b>Project Sponsor Agency Name</b> Community Action, Inc of Hays, Caldwell, & Blanco Counties		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>		Danny Cedillo		
<b>Email Address</b>		<a href="mailto:DCedillo@communityaction.com">DCedillo@communityaction.com</a>		
<b>Business Address</b>		101 Uhland Road Suite 101		
<b>City, County, State, Zip,</b>		San Marcos	Texas	78667
<b>Phone Number (with area codes)</b>		512-392-1161	<b>Fax Number (with area code)</b> 512-396-4255	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		74-1541726	<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 037318342	
<b>Congressional District of Business Location of Sponsor</b>		25		
<b>Congressional District(s) of Primary Service Area(s)</b>		25		
<b>Zip Code(s) of Primary Service Area(s)</b>		78666,78621,78644,78664, 78762		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		San Marcos, Lockhart, Burnet, Round Rock, Georgetown, Elgin, and Bastrop.	Hays, Caldwell, Blanco, Burnet, Bastrop, Williamson, Lee, Llano and Fayette.	
<b>Total HOPWA contract amount for this Organization</b>		\$20,867		
<b>Organization's Website Address</b> <a href="http://www.communityaction.com/">http://www.communityaction.com/</a>		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <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"/>		<b>If yes, explain in the narrative section how this list is administered.</b> Community Action maintains separate waiting list for STRMU and TBRA eligible clients, as needed. Eligible clients are: HIV positive, income eligible, have an identified housing need. The waiting list will be updated every six months or as needed. As funding becomes available families with young children and the disabled will receive priority consideration for services.		

<b>Project Sponsor Agency Name</b> Project Unity		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>		Ella McGruder		
<b>Email Address</b>		<a href="mailto:Emcgruder@projectunity.org">Emcgruder@projectunity.org</a>		
<b>Business Address</b>		3991 East 29 <sup>th</sup> Street		
<b>City, County, State, Zip,</b>		Bryan	Brazos	Texas 77802

<b>Project Sponsor Agency Name</b> Project Unity		<b>Parent Company Name, if applicable</b>		
<b>Phone Number (with area codes)</b>	979-595-2800	<b>Fax Number (with area code)</b> 979-764-8115		
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	74-2932865	<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> n/a		
<b>Congressional District of Business Location of Sponsor</b>	17			
<b>Congressional District(s) of Primary Service Area(s)</b>	17,6,10			
<b>Zip Code(s) of Primary Service Area(s)</b>	77801, 77802, 77803, 77805, 77806, 77807, 77808, 77840, 77841, 77842, 77843, 77844, 77869, 77881, 77836, 77878, 77879, 77868, 77831, 75833, 75846, 77864, 77859, 77833, 77834, 77833			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	Bryan, College Station, Navasota, Wellborn, Caldwell, Snook. Buffalo, Centerville, Normangee, Madisonville, Bremond, Hearne, Brenham.	Brazos, Burleson, Grimes, Leon, Madison, Robertson and Washington Counties.		
<b>Total HOPWA contract amount for this Organization</b>	\$66,380			
<b>Organization's Website Address</b> <a href="http://www.projectunitytx.org/">http://www.projectunitytx.org/</a>		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <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"/>		<b>If yes, explain in the narrative section how this list is administered.</b> Each active application folder will be assigned an ordinal ranking at any given time based on the date of application completion. When a rental assistance slot becomes available (i.e., a client moves to Housing Choice Voucher funding, leaves the geographic area, dies, or is otherwise terminated from the program) the Case Manager will review all current applicants and determine if any have a relatively more serious and immediate need for housing than the client who is number one on the list. Consideration will be given with regard to housing safety, sanitation, space requirements, client immediate health condition, and other such negative concerns. If no one has a more serious need, the applicant in the first slot will be served with available funds. The applicant next in line will move up to the first position.		

<b>Project Sponsor Agency Name</b> San Angelo AIDS Foundation		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>	Rita Castro			
<b>Email Address</b>	<a href="mailto:Rita@saaf.net">Rita@saaf.net</a>			
<b>Business Address</b>	334 West Concho			
<b>City, County, State, Zip,</b>	San Angelo	Tom Green	Texas	76903

<b>Project Sponsor Agency Name</b> San Angelo AIDS Foundation		<b>Parent Company Name, if applicable</b>		
<b>Phone Number (with area codes)</b>	325-658-3634		<b>Fax Number (with area code)</b> 325-658-3703	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	75-2332722		<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 87-783-4929	
<b>Congressional District of Business Location of Sponsor</b>	11			
<b>Congressional District(s) of Primary Service Area(s)</b>	11			
<b>Zip Code(s) of Primary Service Area(s)</b>	76901,76936,76950,76932, 76943,76951,76933,76837, 76825,76859,76849,76856, 76941			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	San Angelo, Eldorado, Sonora, Big Lake, Ozona, Sterling City, Bronte, Eden, Brady, Menard, Junction, Mason, Mertzon		Tom Green, Schleicher, Sutton, Regan, Crockett, Sterling, Coke, Concho, McCulloch, Menard, Kimble, Mason, and Irion.	
<b>Total HOPWA contract amount for this Organization</b>	\$50,195			
<b>Organization's Website Address</b> <a href="http://www.saaf.net/">http://www.saaf.net/</a>		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <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"/>		<b>If yes, explain in the narrative section how this list is administered.</b> Priority given to clients who are homeless or in imminent danger of being homeless because of their increased health risks due to HIV/AIDS.		

<b>Project Sponsor Agency Name</b> United Way of the Greater Fort Hood Area		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>		Robert Luckey		
<b>Email Address</b>		<a href="mailto:reluckey@aol.com">reluckey@aol.com</a>		
<b>Business Address</b>		208 West Avenue A		
<b>City, County, State, Zip,</b>		Killeen	Bell	Texas 76541
<b>Phone Number (with area codes)</b>	245-778-1444		<b>Fax Number (with area code)</b> 254-778-4302	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	741750544		<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 161440201	

<b>Project Sponsor Agency Name</b> United Way of the Greater Fort Hood Area		<b>Parent Company Name, if applicable</b>	
<b>Congressional District of Business Location of Sponsor</b>	31		
<b>Congressional District(s) of Primary Service Area(s)</b>	31		
<b>Zip Code(s) of Primary Service Area(s)</b>	76501,76502,76504,76513,76541, 76544,76549, 76542,76543,76548, 76559		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	Temple, Belton, Killeen, Harker Heights, Nolanville	Bell	
<b>Total HOPWA contract amount for this Organization</b>	\$44,539		
<b>Organization's Website Address</b> n/a	<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <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"/>	<b>If yes, explain in the narrative section how this list is administered.</b> based on "first come, first serve" that will also take into consideration the seriousness of an individual's need, with those having the most limited resources and immediacy of need taking priority over those who have other housing options, even though the current options may not meet all the client's expectations.		

<b>Project Sponsor Agency Name</b> Waco/McLennan County Public Health District		<b>Parent Company Name, if applicable</b>	
<b>Name and Title of Contact at Project Sponsor Agency</b>	Laurel Churchman		
<b>Email Address</b>	LaurelC@ci.waco.tx.us		
<b>Business Address</b>	225 West Waco Drive		
<b>City, County, State, Zip,</b>	Waco	McLenna	Texas 76707
<b>Phone Number (with area codes)</b>	254-750-5499	<b>Fax Number (with area code)</b> 254-750-5480	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	1-74-6002468-4	<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 075090779	
<b>Congressional District of Business Location of Sponsor</b>	11		
<b>Congressional District(s) of Primary Service Area(s)</b>	5,6,11		
<b>Zip Code(s) of Primary Service Area(s)</b>	76632, 76661, 75840, 75860, 76692, 76642, 76667, 76686, 76624, 76705, 76655, 76706, 76707, 76708		

<b>Project Sponsor Agency Name</b> Waco/McLennan County Public Health District		<b>Parent Company Name, if applicable</b>	
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Valley Mills, Chilton, Marlin, Fairfield, Teague, Whitney, Groesbeck, Mexia, Tehuacana, Axtell, Bellmead, Leroy, Lorena, Waco.	Bosque, Freestone, Hill, Limestone and McLennan counties.
<b>Total HOPWA contract amount for this Organization</b>		\$77,859	
<b>Organization's Website Address</b> <a href="http://www.mclennanpublichealth.org/">http://www.mclennanpublichealth.org/</a>		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		<b>If yes, explain in the narrative section how this list is administered.</b> The waiting list will be maintained using the following criteria: HIV positive; Income eligible; Identified housing need as determined by the needs assessment; and Are unable to receive TBRA due to insufficient HOPWA funds. Prioritization of the waiting list will be based on the following criteria, in this order: <ol style="list-style-type: none"> <li>Homeless or at risk of homelessness, within the next 3 months. Priority focus on individuals who do not have family or friends to stay with;</li> <li>Substandard housing</li> <li>Payment of rent and utilities is larger than 50% of income</li> </ol> Upon determining priority between two or more clients, if the above criteria are similar, then the next determining factor to consider will be whether the client has any dependants in their care. If it is determined that all the eligible clients have dependents then the final deciding factor will be the date of application. The waiting list will be reviewed quarterly. TBRA and STRMU Waitlists are separate.	

<b>Project Sponsor Agency Name</b> Dallas County Health and Human Services – HOPWA Program (Unit)		<b>Parent Company Name, if applicable</b>	
<b>Name and Title of Contact at Project Sponsor Agency</b>	Charletta Moaning		
<b>Email Address</b>	CMoaning@dallascounty.org		
<b>Business Address</b>	2377 N. Stemmons Freeway, Suite 200		
<b>City, County, State, Zip,</b>	Dallas	Dallas	Texas 75207
<b>Phone Number (with area codes)</b>	214.819.2844	<b>Fax Number (with area code)</b> 214.819.6023	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	75-6000905	<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> N/A	

<b>Project Sponsor Agency Name</b> Dallas County Health and Human Services – HOPWA Program (Unit)		<b>Parent Company Name, if applicable</b>	
<b>Congressional District of Business Location of Sponsor</b>	6		
<b>Congressional District(s) of Primary Service Area(s)</b>	3, 5 , 24 , 26 , 30 , 32		
<b>Zip Code(s) of Primary Service Area(s)</b>	See attached list		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	See attached list	See attached list	
<b>Total HOPWA contract amount for this Organization</b>	\$9,951		
<b>Organization’s Website Address</b> <a href="http://www.dallascounty.org">www.dallascounty.org</a>		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Is the sponsor a nonprofit organization?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		<b>If yes, explain in the narrative section how this list is administered.</b> The Dallas County Health and Human Services HOPWA waiting list for Navarro County is to be maintained on a first come, first served basis. The waiting list will reflect the name and date of which the eligible applicant is added to the waiting list. <u>Open Waiting List:</u> The waiting list is to remain open at all times, with the exception of creating false hope. As the waiting list grows and applicant’s wait is for an unforeseeable amount of time, then the waiting list will close for a period of time. <u>Additions to the Waiting List:</u> Only eligible persons residing in the Navarro County area will be added to the waiting list.	

Zip Code(s) of Primary Service Area(s)	City(ies) and County(ies) of Primary Service Area(s)
75102	Barry, Navarro Co.
75105	Chatfield, Navarro Co.
75109	Corsicana, Navarro Co.
75110	Corsicana, Navarro Co.
75144	Kerens, Navarro Co.
75151	Corsicana, Navarro Co.
75153	Powell, Navarro Co.
75155	Rice, Navarro Co.
76626	Blooming Grove, Navarro Co.
76639	Dawson, Navarro Co.
76641	Frost, Navarro Co.
76679	Purdon, Navarro Co.
76681	Richland, Navarro Co.

<b>Project Sponsor Agency Name</b> Your Health Clinic		<b>Parent Company Name, if applicable</b>	
<b>Name and Title of Contact at Project Sponsor Agency</b>	Gwynne Palmore		

<b>Project Sponsor Agency Name</b> Your Health Clinic		<b>Parent Company Name, if applicable</b>		
<b>Email Address</b>	<a href="mailto:g.palmore@verizon.net">g.palmore@verizon.net</a>			
<b>Business Address</b>	303 Sunset Blvd.			
<b>City, County, State, Zip,</b>	Sherman	Sherman	Texas	75092
<b>Phone Number (with area codes)</b>	903.891.1972		<b>Fax Number (with area code)</b> 903.892.6093	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	75-2395756		<b>DUN &amp; Bradstreet Number (DUNS) if applicable</b> 879477875	
<b>Congressional District of Business Location of Sponsor</b>	4			
<b>Congressional District(s) of Primary Service Area(s)</b>	4,13,26			
<b>Zip Code(s) of Primary Service Area(s)</b>	See attached list			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	See attached list		See attached list	
<b>Total HOPWA contract amount for this Organization</b>	\$48,352			
<b>Organization's Website Address</b> n/a		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<p><b>Is the sponsor a nonprofit organization?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please check if yes and a faith-based organization. <input type="checkbox"/></p> <p>Please check if yes and a grassroots organization. <input type="checkbox"/></p>		<p><b>If yes, explain in the narrative section how this list is administered.</b></p> <p>At the time that funds or spaces are not available, a waiting list will go into effect. This waiting list policy will be as follows:  <u>First Come, First Served:</u> YHC's DSHS HOPWA wait list for the above listed counties is to be maintained on a first come, first served basis. The wait list will reflect the name and date of each eligible applicant as they are added onto the wait list. All eligible applicants on the waiting list will complete a HOPWA application that will reflect the client's name and the date when this client was placed on the HOPWA waiting list.</p>		

Zip Code(s) of Primary Service Area(s)	City(ies) and County(ies) of Primary Service Area(s)
75020	Denison, Grayson Co.
75021	Denison, Grayson Co.
75058	Gunter, Grayson Co.
75076	Pottsboro, Grayson Co.
75090	Sherman, Grayson Co.
75091	Sherman, Grayson Co.
75092	Sherman, Grayson Co.

Zip Code(s) of Primary Service Area(s)	City(ies) and County(ies) of Primary Service Area(s)
75414	Bells, Grayson Co.
75459	Howe, Grayson Co.
75489	Tom Bean, Grayson Co.
75491	Whitewright, Grayson Co.
75495	Van Alstyne, Grayson Co.
76233	Collinsville, Grayson Co.
76245	Gordonville, Grayson Co.
76264	Sadler, Grayson Co.
76268	Southmayd, Grayson Co.
76271	Tioga, Grayson Co.
76273	Whitesboro, Grayson Co.
75413	Bailey, Fannin Co.
75418	Bonham, Fannin Co.
75438	Dodd City, Fannin Co.
75439	Ector, Fannin Co.
75443	Gober, Fannin Co.
75446	Honey Grove, Fannin Co.
75447	Ivanhoe, Fannin Co.
75449	Ladonia, Fannin Co.
75452	Leonard, Fannin Co.
75475	Randolph, Fannin Co.
75476	Ravenna, Fannin Co.
75479	Savoy, Fannin Co.
75488	Telephone, Fannin Co.
75490	Trenton, Fannin Co.
75492	Windom, Fannin Co.
76238	Era, Cooke Co.
76240	Gainesville, Cooke Co.
76241	Gainesville, Cooke Co.
76250	Lindsay, Cooke Co.
76252	Muenster, Cooke Co.
76253	Myra, Cooke Co.
76263	Rosston, Cooke Co.
76272	Valley View, Cooke Co.

<b>Project Sponsor Agency Name</b> Planned Parenthood Center of El Paso		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>	Terri Ponce			
<b>Email Address</b>	<a href="mailto:Teresa.ponce@ppcep.org">Teresa.ponce@ppcep.org</a>			
<b>Business Address</b>	1801 Wyoming, Ste 202A			
<b>City, County, State, Zip,</b>	El Paso	El Paso	Texas	79902
<b>Phone Number (with area codes)</b>	(915) 533-8621		<b>Fax Number (with area code)</b> (915) 533-8654	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	74-1157987		<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 09-293-4413	



<b>Project Sponsor Agency Name</b> Planned Parenthood Center of El Paso		<b>Parent Company Name, if applicable</b>		
<b>Congressional District of Business Location of Sponsor</b>	16			
<b>Congressional District(s) of Primary Service Area(s)</b>	16			
<b>Zip Code(s) of Primary Service Area(s)</b>	79901,79902,79907,79912,79925,79935,79936			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	El Paso, Presidio	Brewster, Culberson, El Paso, Hudspeth, Jeff Davis,		
<b>Total HOPWA contract amount for this Organization</b>	\$505,962			
<b>Organization's Website Address</b> <a href="http://www.ppelpaso.com/">http://www.ppelpaso.com/</a>		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		<b>If yes, explain in the narrative section how this list is administered.</b> The waiting list shall be revised periodically and at minimum on a quarterly basis. In the administration of the waiting list HOPWA Program Confidentiality Procedures will be adhered to at all times (see Chapter 8 Confidentiality). <b>Exemption from the Long-Term Waiting List Under Mitigating Circumstances</b> – An individual may be exempted from the waiting list or moved to the top of the waiting list if mitigating circumstances are determined. Exceptions to the waiting list are considered if it is deemed that a client meets specific criteria. The PPCEP CEO must approve all exemptions and the HOPWA Coordinator must justify and document all waiting list exemptions. The criterion for the emergency status is delineated as follows: An adult applicant is applying for HOPWA Long-Term assistance on behalf of a child who was orphaned as a result of parent(s) who are diseased as a result of HIV/AIDS or HIV/AIDS related causes and who is also infected with HIV/AIDS.		

<b>Project Sponsor Agency Name</b> AIDS Coalition of Coastal Texas, Inc.		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>	Georgia Nelson			
<b>Email Address</b>	Georgia1405@yahoo.com			
<b>Business Address</b>	707 Tremont			
<b>City, County, State, Zip,</b>	Galveston	Galveston	Texas	77550
<b>Phone Number (with area codes)</b>	409-763-2437		<b>Fax Number (with area code)</b> 409-763-5482	

<b>Project Sponsor Agency Name</b> AIDS Coalition of Coastal Texas, Inc.		<b>Parent Company Name, if applicable</b>	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	76-0230757	<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> N/A	
<b>Congressional District of Business Location of Sponsor</b>	9 <sup>th</sup> District		
<b>Congressional District(s) of Primary Service Area(s)</b>	9 <sup>th</sup> District		
<b>Zip Code(s) of Primary Service Area(s)</b>	77414, 77440		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	Galveston, Bay City	Galveston, Matagorda	
<b>Total HOPWA contract amount for this Organization</b>	\$20,000		
<b>Organization's Website Address</b> n/a		<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>Is the sponsor a nonprofit organization?</b> <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"/>		<b>If yes, explain in the narrative section how this list is administered.</b>	

<b>Project Sponsor Agency Name</b> AIDS Foundation Houston, Inc.		<b>Parent Company Name, if applicable</b>	
<b>Name and Title of Contact at Project Sponsor Agency</b>	Vera L. Johnson		
<b>Email Address</b>	JohnsonV@afhouston.org		
<b>Business Address</b>	3202 Wesleyan, Annex		
<b>City, County, State, Zip,</b>	Houston	Texas	77027
<b>Phone Number (with area codes)</b>	713-623-6796	<b>Fax Number (with area code)</b> 713-623-4029	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	76-0073661	<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 19-007-4179	
<b>Congressional District of Business Location of Sponsor</b>	7		
<b>Congressional District(s) of Primary Service Area(s)</b>	7		
<b>Zip Code(s) of Primary Service Area(s)</b>	77412, 77434, 77442, 77460, 77475, 78934, 78935, 78943, 78951, 78962, 77320, 77334, 77340, 77341, 77342, 77343, 77344, 77348, 77349, 77358, 77367, 77420, 77432, 77435, 77436, 77437, 77443, 77448, 77453, 77454, 77455, 77467, 77488		

<b>Project Sponsor Agency Name</b> AIDS Foundation Houston, Inc.		<b>Parent Company Name, if applicable</b>	
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Altair, Eagle Lake, Garwood, Nada, Sheridan, Columbus, Alleyton, Glidden, Oakland, Weimar, Huntsville, Dodge, New Waverly, Riverside, Boling, Danevang, East Bernard, Egypt, El Campo, Glen Flora, Hungerford, Lane City, Lissie, Louise, Pierce, Wharton	Counties of Colorado, Walker & Wharton
<b>Total HOPWA contract amount for this Organization</b>		\$20,611	
<b>Organization's Website Address</b> <a href="http://www.aidshelp.org">www.aidshelp.org</a>		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Is the sponsor a nonprofit organization?</b> <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 checked="" type="checkbox"/>		<b>If yes, explain in the narrative section how this list is administered.</b> A separate wait list will be utilized for STRMU and TBRA programs. The wait list will include a section regarding the client outcome. Date client removed from the wait list; Reason client removed from the wait list (client no longer in need, service provided, etc.).	

<b>Project Sponsor Agency Name</b> Health Horizons of East Texas, Inc.		<b>Parent Company Name, if applicable</b>	
<b>Name and Title of Contact at Project Sponsor Agency</b>	Dr. Wilbert Brown Jr.		
<b>Email Address</b>	<a href="mailto:hhnet@iny.net">hhnet@iny.net</a>		
<b>Business Address</b>	412 North Street, Suite F		
<b>City, County, State, Zip,</b>	Nacogdoches	Nacogdoches	Texas 75961
<b>Phone Number (with area codes)</b>	936-569-8240	<b>Fax Number (with area code)</b> 800809741	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	75-2335884	<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 800809741	
<b>Congressional District of Business Location of Sponsor</b>	1		
<b>Congressional District(s) of Primary Service Area(s)</b>	1,6,8		
<b>Zip Code(s) of Primary Service Area(s)</b>	75961, 75901, 75835, 75935, 75972, 75951, 75966, 75979, 75948, 77351, 75845, 77371		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	Nacogdoches, Lufkin, Crockett, Center, San Augustine, Jasper, Newton, Woodville, Hemphill, Livingston, Groveton, Shepherd	Nacogdoches, Angelina, Houston, Shelby, San Augustine, Jasper, Newton, Tyler, Sabine, Polk, Trinity, San Jacinto	
<b>Total HOPWA contract amount for</b>	\$148,537		

<b>Project Sponsor Agency Name</b> Health Horizons of East Texas, Inc.		<b>Parent Company Name, if applicable</b>	
<b>this Organization</b>			
<b>Organization's Website Address</b> n/a		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		<b>If yes, explain in the narrative section how this list is administered.</b> The agency will maintain a separate wait list for clients who are eligible for STRMU and TBRA. Medical Case Managers will request that clients be moved to the top of the HOPWA waiting list pertaining to STRMU or TBRA who: <ul style="list-style-type: none"> <li>• are living in unsafe conditions,</li> <li>• have major changes that may threaten homelessness (i.e. sudden and permanent loss of income),</li> <li>• are living in life threatening living situations</li> </ul>	

<b>Project Sponsor Agency Name</b> Special Health Resources for Texas, Inc. – 4806 Tyler		<b>Parent Company Name, if applicable</b>	
<b>Name and Title of Contact at Project Sponsor Agency</b>	Michelle Verser		
<b>Email Address</b>	mverser@shrt.net		
<b>Business Address</b>	2020 Bill Owens Parkway, Suite 230		
<b>City, County, State, Zip,</b>	Longview	Gregg	Texas 75606-2709
<b>Phone Number (with area codes)</b>	903-234-0776	<b>Fax Number (with area code)</b> 903-234-9769	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	75-2405203	<b>DUN &amp; Bradstreet Number (DUNS) if applicable</b> 13-582644 9	
<b>Congressional District of Business Location of Sponsor</b>	1		
<b>Congressional District(s) of Primary Service Area(s)</b>	1		
<b>Zip Code(s) of Primary Service Area(s)</b>	75601, 75602, 75604, 75701		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	Longview, Tyler	Anderson, Camp, Cherokee, Gregg, Harrison, Henderson, Marion, Panola, Rains, Rusk, Smith, Upshur, Van Zandt, Wood	
<b>Total HOPWA contract amount for this Organization</b>	\$321,440		
<b>Organization's Website Address</b> <a href="http://www.shrt.org">www.shrt.org</a>	<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

<b>Project Sponsor Agency Name</b> Special Health Resources for Texas, Inc. – 4806 Tyler	<b>Parent Company Name, if applicable</b>
<b>Is the sponsor a nonprofit organization?</b> <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"/>	<b>If yes, explain in the narrative section how this list is administered.</b> The waiting list is reviewed and updated by the 20 <sup>th</sup> of each month with applicants being taken in the order placed on the waiting list. Clients with minor children will have priority over other applicants.

<b>Project Sponsor Agency Name</b> Special Health Resources for Texas, Inc. - 4805 Texarkana		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>	Michelle Verser			
<b>Email Address</b>	mverser@shrt.net			
<b>Business Address</b>	2020 Bill Owens Parkway, Suite 230			
<b>City, County, State, Zip,</b>	Longview	Gregg	Texas	75606-2709
<b>Phone Number (with area codes)</b>	903-234-0776		<b>Fax Number (with area code)</b> 903-234-9769	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	75-2405203		<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 13-5826449	
<b>Congressional District of Business Location of Sponsor</b>	1			
<b>Congressional District(s) of Primary Service Area(s)</b>	4			
<b>Zip Code(s) of Primary Service Area(s)</b>	75501, 75462			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	Texarkana, Paris		Bowie, Cass, Delta, Franklin, Hopkins, Lamar, Morris, Red River, Titus	
<b>Total HOPWA contract amount for this Organization</b>	\$93,765			
<b>Organization's Website Address</b> <a href="http://www.shrt.org">www.shrt.org</a>	<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
<b>Is the sponsor a nonprofit organization?</b> <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"/>	<b>If yes, explain in the narrative section how this list is administered.</b> The waiting list is reviewed and updated by the 20 <sup>th</sup> of each month with applicants being taken in the order placed on the waiting list. Clients with minor children will have priority over other applicants.			

<b>Project Sponsor Agency Name</b> Triangle AIDS Network		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>		Bonnie Brooks		
<b>Email Address</b>		bonnie@tanbmt.com		
<b>Business Address</b>		2544 Broadway		
<b>City, County, State, Zip,</b>		Beaumont, TX	Jefferson	Texas 77702
<b>Phone Number (with area codes)</b>		409-832-8338		<b>Fax Number (with area code)</b> 409-832-9625
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		76-0226835		<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> n/a
<b>Congressional District of Business Location of Sponsor</b>		2		
<b>Congressional District(s) of Primary Service Area(s)</b>		2,8		
<b>Zip Code(s) of Primary Service Area(s)</b>		77702, 77640, 77630, 77656		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Beaumont, Orange, Port Arthur, Silsbee		Hardin, Jefferson & Orange counties
<b>Total HOPWA contract amount for this Organization</b>		\$122,704		
<b>Organization's Website Address</b> <a href="http://www.tanbmt.com">www.tanbmt.com</a>		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		<b>If yes, explain in the narrative section how this list is administered.</b> A chronological waiting list for TBRA is maintained as applications are received. As a space becomes available, the next person on the list is notified by mail. A copy of the letter is also given to the applicant's case manager. A two-week period is given for a response. If there is no response by the applicant, the next person on the waiting list is notified. No waitlist for STRMU is maintained.		

<b>Project Sponsor Agency Name</b> Panhandle AIDS Support Organization		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>		Michael Timcisko		
<b>Email Address</b>		<a href="mailto:Michael@ppatp.org">Michael@ppatp.org</a>		
<b>Business Address</b>		1523 S. Taylor		
<b>City, County, State, Zip,</b>		Amarillo	Potter	Texas 79101

<b>Project Sponsor Agency Name</b> Panhandle AIDS Support Organization		<b>Parent Company Name, if applicable</b>		
<b>Phone Number (with area codes)</b>	(806) 372-1050	<b>Fax Number (with area code)</b> (806) 331-0944		
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	75-2219593	<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> N/A		
<b>Congressional District of Business Location of Sponsor</b>	13			
<b>Congressional District(s) of Primary Service Area(s)</b>	13			
<b>Zip Code(s) of Primary Service Area(s)</b>	79101			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	Amarillo	Potter County		
<b>Total HOPWA contract amount for this Organization</b>	\$120,007			
<b>Organization's Website Address</b> <a href="http://www.panhandleASO.org">www.panhandleASO.org</a>		<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <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"/>		<b>If yes, explain in the narrative section how this list is administered.</b>		

<b>Project Sponsor Agency Name</b> Permian Basin Community Centers for MHMR		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>	Larry Carroll			
<b>Email Address</b>	<a href="mailto:larrycarroll@pbmhm.com">larrycarroll@pbmhm.com</a>			
<b>Business Address</b>	401 E Illinois			
<b>City, County, State, Zip,</b>	Midland	Midland	Texas	79701
<b>Phone Number (with area codes)</b>	(432) 570-3333	<b>Fax Number (with area code)</b> (432) 570-3375		
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	75-1401776	<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> N/A		
<b>Congressional District of Business Location of Sponsor</b>	11			
<b>Congressional District(s) of Primary Service Area(s)</b>	11			

<b>Project Sponsor Agency Name</b> Permian Basin Community Centers for MHMR		<b>Parent Company Name, if applicable</b>		
<b>Zip Code(s) of Primary Service Area(s)</b>	79701, 79763			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	Midland, Odessa	Midland, Ector		
<b>Total HOPWA contract amount for this Organization</b>	\$111,572			
<b>Organization's Website Address</b> <a href="http://www.pbmhmr.com">www.pbmhmr.com</a>		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <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"/>		<b>If yes, explain in the narrative section how this list is administered.</b> Clients on waitlist are required to apply for Section 8 housing and first come first served basis.		

<b>Project Sponsor Agency Name</b> South Plains Community Action Association, Inc		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>	Leigh Arrington			
<b>Email Address</b>	larrington@spcaa.org			
<b>Business Address</b>	3307 Avenue X			
<b>City, County, State, Zip,</b>	Lubbock	Lubbock	Texas	79411
<b>Phone Number (with area codes)</b>			<b>Fax Number (with area code)</b>	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	75-1230219		<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b>  n/a	
<b>Congressional District of Business Location of Sponsor</b>	19			
<b>Congressional District(s) of Primary Service Area(s)</b>	13,19			
<b>Zip Code(s) of Primary Service Area(s)</b>	79347, 79346, 79379, 79322, 79343, 79357, 79229, 79370, 79235, 79241, 79330, 79356, 79311, 79032, 79041, 79250, 79072, 79073, 79313, 79336, 79338, 79358, 79367, 79372, 79031, 79312, 79339, 79064, 79082, 79371, 79311, 79329, 79401, 79402, 79403, 79404, 79405, 79406, 79407, 79408, 79409, 79410, 79411, 79412, 79413, 79414, 79415, 79416, 79423, 79424, 79430, 79452, 79453, 79457, 79464, 79490, 79491, 79493, 79499, 79350, 79364, 79366, 79363, 79364, 79382, 79381, 79383, 79351, 79373, 79381, 79244, 79256, 79316, 79376, 79345, 79378, 79323, 79355			



<b>Project Sponsor Agency Name</b> South Plains Community Action Association, Inc		<b>Parent Company Name, if applicable</b>	
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Muleshoe; Morton, Whiteface; Crosbyton, Lorenzo, Ralls; Dickens; Spur; Floydada, Lockney; Post, Abernathy, Edmonson, Hale, Center, Petersburg, Plainview, Anton, Levelland, Opdyke, West, Ropesville, Smyer, Sundown; Earth, Amherst, Littlefield, Olton, Springlake Sudan, Buffalo Springs Village, Abernathy, Idalou, Lubbock, New Deal, Ransom Canyon, Shallowater, Slaton, Wolfforth; New Home, O'Donnell, Tahoka, Wilson, Matador, Roaring Springs, Brownfield, Meadow, Wellman, Denver City, Plains	Bailey, Cochran, Crosby, Dickens, Floyd, Garza, Hale, Hockley, King, Lamb, Lubbock, Lynn, Motley, Terry, Yoakum
<b>Total HOPWA contract amount for this Organization</b>		\$127,433	
<b>Organization's Website Address</b> <a href="http://www.spcaa.org">www.spcaa.org</a>		<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>Is the sponsor a nonprofit organization?</b> <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"/>		<b>If yes, explain in the narrative section how this list is administered.</b>	

<b>Project Sponsor Agency Name</b> Coastal Bend AIDS Foundation		<b>Parent Company Name, if applicable</b>	
<b>Name and Title of Contact at Project Sponsor Agency</b>	Richard Sledz		
<b>Email Address</b>	<a href="mailto:richards@cbaaf.org">richards@cbaaf.org</a>		
<b>Business Address</b>	400 Mann Street Suite 800		
<b>City, County, State, Zip,</b>	Corpus Christi	Nueces	Texas 78412
<b>Phone Number (with area codes)</b>	361-814-2001		<b>Fax Number (with area code)</b> 361-883-1998
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	74-2429518		<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 791954167
<b>Congressional District of Business Location of Sponsor</b>	27		
<b>Congressional District(s) of Primary Service Area(s)</b>	27,15,14		

<b>Project Sponsor Agency Name</b> Coastal Bend AIDS Foundation		<b>Parent Company Name, if applicable</b>		
<b>Zip Code(s) of Primary Service Area(s)</b>		78410,78370,78409,78407,78402,78401 78405,78404,78416,78411,78417,78412 78415,78413,78414,78418,78419,78343 78380		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Corpus Christi	Aransas, Bee, Brooks, Duval, Jim Wells, Kenedy, Kleberg, Live Oak, McMullen, Nueces, Refugio & San Patricio	
<b>Total HOPWA contract amount for this Organization</b>		\$319,161		
<b>Organization's Website Address</b> <a href="http://www.cbaf.org">www.cbaf.org</a>		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <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"/>		<b>If yes, explain in the narrative section how this list is administered.</b> The Waitlist is based on a Needs Assessment and waitlisted according to their ranking. Needs assessment is based on the following 1) Does the client have minor dependents living with him/her; 2) Does the client currently have housing; 3) The state of the clients health; 4) Does the client have the economic need. Each area is scored based on three (3) points, one (1) being the least amount of need and three (3) being the highest.		

<b>Project Sponsor Agency Name</b> City of Laredo Health Department		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>		Manuel Sanchez		
<b>Email Address</b>		<a href="mailto:msanchez@ci.laredo.tx.us">msanchez@ci.laredo.tx.us</a>		
<b>Business Address</b>		2600 Cedar Avenue		
<b>City, County, State, Zip,</b>		Laredo	Webb	Texas 78040
<b>Phone Number (with area codes)</b>		(956) 795-4905		<b>Fax Number (with area code)</b> (956) 795-2035
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>		74-60015732		<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 150146228
<b>Congressional District of Business Location of Sponsor</b>		23		
<b>Congressional District(s) of Primary Service Area(s)</b>		28		
<b>Zip Code(s) of Primary Service Area(s)</b>		78404		

<b>Project Sponsor Agency Name</b> City of Laredo Health Department		<b>Parent Company Name, if applicable</b>		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	Laredo, Hebbronville, Zapata, Rio Grande	Webb, Zapata, Starr, Jim Hogg		
<b>Total HOPWA contract amount for this Organization</b>	\$79,249			
<b>Organization's Website Address</b> <a href="http://www.cityoflaredo.com/health.htm">www.cityoflaredo.com/health.htm</a>		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 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"/>		<b>If yes, explain in the narrative section how this list is administered.</b> Clients on the waiting list for TBRA are given priority status if they meet the following criteria, regardless of date when services were requested: <ul style="list-style-type: none"> <li>• Has an AIDS diagnosis</li> <li>• Has dependents under the age of 18</li> <li>• Has exhausted the HOPWA program's short-term assistance cap and is in eminent risk of becoming homeless</li> </ul>		

<b>Project Sponsor Agency Name</b> Valley AIDS Council		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>	Mr. Charles R. Smith			
<b>Email Address</b>	<a href="mailto:Crsmith.vac@tachc.org">Crsmith.vac@tachc.org</a>			
<b>Business Address</b>	418 E. Tyler, Suite A			
<b>City, County, State, Zip,</b>	Harlingen	cameron	Texas	78550
<b>Phone Number (with area codes)</b>	(956) 428-2653		<b>Fax Number (with area code)</b> (956) 428-0056	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	74-2512591		<b>DUN &amp; Bradstreet Number (DUNS) if applicable</b> 00-268-6186	
<b>Congressional District of Business Location of Sponsor</b>	27,15			
<b>Congressional District(s) of Primary Service Area(s)</b>	27,15,28			
<b>Zip Code(s) of Primary Service Area(s)</b>	78580, 78550, 78501			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	Raymondville, Harlingen, McAllen		Willacy, Cameron, Hidalgo	
<b>Total HOPWA contract amount for this Organization</b>	\$344, 302			

<b>Project Sponsor Agency Name</b> Valley AIDS Council	<b>Parent Company Name, if applicable</b>
<b>Organization's Website Address</b> <a href="http://www.valleyaids.org">www.valleyaids.org</a>	<b>Does your organization maintain a waiting list?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>	<b>If yes, explain in the narrative section how this list is administered.</b>

<b>Project Sponsor Agency Name</b> AIDS Resources of Rural Texas - Abilene		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>	Lisa Justice			
<b>Email Address</b>	ljustice@aidsresources.com			
<b>Business Address</b>	3116 N 1 <sup>st</sup> Street			
<b>City, County, State, Zip,</b>	Abilene	Taylor	Texas	79063
<b>Phone Number (with area codes)</b>	817-596-3022		<b>Fax Number (with area code)</b> 817-596-0900	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	752501442		<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 008548752	
<b>Congressional District of Business Location of Sponsor</b>	11,13,19			
<b>Congressional District(s) of Primary Service Area(s)</b>	11,13,19			
<b>Zip Code(s) of Primary Service Area(s)</b>	75938,76363, 76371, 76380, 76388, 76424, 76429, 76430, 76432, 76435, 76436, 76437,76442, 76443, 76444, 76445, 76446, 76448, 76450, 76452, 76454, 76455, 76462,76463, 76464, 76466, 76468, 76469, 76470, 76471, 76474, 76475, 76491, 76531, 76801, 76802, 76803, 76804, 76821, 76823 76827, 76828, 76834, 76845, 76857, 76861, 76865,76873, 76875, 76878, 76882, 76884, 76888, 76890, 76933, 76945, 79227, 79370, 79501, 79502, 79503, 79504,79505, 79506, 79508, 79510, 79512, 79516, 79517, 79518, 79519, 79520, 79521, 79525, 79526, 79527, 79528, 79529, 79530, 79532 79533, 79534, 79535, 79536, 79537, 79538, 79539, 79540, 79541, 79543 79544,79545, 79546, 79547, 79548, 79549, 79550, 79553, 79556, 79560 79561, 79562, 79563, 79565, 79566,79567,79601, 79602,79603,79604 79605,79606,79607,79608,79697,79698,79699,79720			

<b>Project Sponsor Agency Name</b> AIDS Resources of Rural Texas - Abilene		<b>Parent Company Name, if applicable</b>	
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	Bangs,Blanket,Brownwood,Early, Brookesmith, Grosvenor,Indian Creek,Lake Brownwood,Lake Shore May,Shamrock Shores,Thrifty, Zephyr, Eula, Baird, Clyde, Cross Plains, Putnam, Coleman, Novice, Santa Anna, Burkett, Content, Echo, Fisk, Goldsboro, Gouldbusk, Leaday, Mozelle, Rockwood, Silver Valley, Talpa, Valera, Voss, Whon, Comanche, De Leon, Gustine, Energy, Hasse, Proctor, Sidney, Carbon , Cisco, Eastland, Gorman, Ranger, Rising Star, Desdemona, Olden, Roby, Rotan, Longworth, McCaulley, Raytown, Royston, Sylvester, Haskell, O'Brien, Rochester, Rule, Weinert, Jud, Rolls, Sagerton, Anson, Hamlin, Hawley, Lueders, Stamford, Avoca, Radium, Tuxedo, Jayton, Girard, Benjamin, Goree, Knox City, Munday, Colorado City, Loraine, Westbrook, Buford, Cuthbert, Iatan, Blackwell , Roscoe, Sweetwater, Claytonville, Inadale, Maryneal, Nolan, Palava, Pyron, Wastella, Ballinger, Miles, Winters, Bethel, Blanton, Bradshaw, Crews, Drasco, Happy Valley, Hatchel, Norton, Pony, Pumphrey, Rowena, Shep, Wilmeth, Wingate, Snyder, Clairemont, Dermott, Dunn, Fluvanna, Hermleigh, Ira, Union, Albany, Moran, Breckenridge, Caddo, Aspermont, Old Glory, Peacock, Abilene, Buffalo Gap, Impact, Lawn, Merkel, Trent, Tuscola, Tye, Blair, Hamby, Noodle, Ovalo , Potosi, Stith, Throckmorton, Woodson	Brown, Callahan, Coleman, Commanche, Eastland, Fisher, Haskell, Jones, Kent, Knox, Mitchell, Nolan, Runnels, Scurry, Shackelford, Stephens, Stonewall, Taylor, Throckmorton	
<b>Organization's Website Address</b> n/a		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Project Sponsor Agency Name</b> AIDS Resources of Rural Texas - Abilene		<b>Parent Company Name, if applicable</b>	
<b>Is the sponsor a nonprofit organization?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please check if yes and a faith-based organization. <input type="checkbox"/> Please check if yes and a grassroots organization. <input type="checkbox"/>		<b>If yes, explain in the narrative section how this list is administered.</b> ARRT HOPWA staff will assure local demand for housing is documented via two waiting lists maintained for Rental Assistance and Emergency Assistance. Those clients requesting for HOPWA assistance when ARRT HOPWA funds are insufficient to meet their request will be put on a waiting list. The case manager will enter the client on the waiting list with the date once their HOPWA request has been denied. Clients who receive HOPWA funds after initially being denied will have their names removed from the list and the date noted. This list will be updated at least every six months.	

<b>Project Sponsor Agency Name</b> AIDS Resources of Rural of Texas - Weatherford		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>	Lisa Justice			
<b>Email Address</b>	ljustice@aidsresources.com			
<b>Business Address</b>	1105 Santa Fe Drive, Ste 109			
<b>City, County, State, Zip,</b>	Weatherford	Parker	Texas	76086
<b>Phone Number (with area codes)</b>	817-596-3022		<b>Fax Number (with area code)</b> 817-596-0900	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	752501442		<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 008548752	
<b>Congressional District of Business Location of Sponsor</b>	12			
<b>Congressional District(s) of Primary Service Area(s)</b>	12,13,17,31			
<b>Zip Code(s) of Primary Service Area(s)</b>	76008,76009,76020,76023,76028,76031,76033,76035,76036,76043,76044,76048,76049,76050,76052,76058,76059,76061,76063,76066,76067,76068,76070,76071,76073,76077,76078,76082,76084,76085,76086,76087,76088,76093,76097,76098,76108,76126,76225,76234,76246,76247,76249,76259,76267,76270,76401,76402,76426,76429,76431,76433,76436,76439,76444,76445,76446,76449,76450,76453,76457,76458,76461,76462,76463,76465,76467,76472,76475,76476,76484,76485,76486,76487,76490,76649,76690			

<b>Project Sponsor Agency Name</b> AIDS Resources of Rural of Texas - Weatherford		<b>Parent Company Name, if applicable</b>			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>		Dublin, Stephenville, Bluff Dale, Lingleville, Morgan Mill, Cresson, deCordova, Granbury, Lipan, Tolar, Paluxy, Alvarado, Briaroaks, Burleson, Cleburne, Cross Timber, Godley, Grandview, Joshua, Keene, Rio Vista, Venus, Lillian, Gordon, Graford, Mineral Wells, Mingus, Palo Pinto, Strawn, Fort Wolters, Salesville, Santo, Aledo, Annetta, Annetta North, Annetta South, Azle, Cool, Hudson Oaks, Millsap, Sanctuary, Springtown, Weatherford, Willow Park, Dennis, Peaster, Poolville, Whitt, Glen Rose, Nemo, Rainbow, Alvord, Aurora, Boyd, Bridgeport, Chico, Decatur, Lake Bridgeport, New Fairview, Newark, Paradise, Rhome, Runaway Bay, Greenwood, Slidell	Erath, Hood, Johnson, Palo Pinto, Parker, Somervell, Wise		
<b>Total HOPWA contract amount for this Organization</b>		\$40,000			
<b>Organization's Website Address</b> n/a		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
<b>Is the sponsor a nonprofit organization?</b> <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"/>		<b>If yes, explain in the narrative section how this list is administered.</b> ARRT HOPWA staff will assure local demand for housing is documented via two waiting lists maintained for Rental Assistance and Emergency Assistance. Those clients requesting for HOPWA assistance when ARRT HOPWA funds are insufficient to meet their request will be put on a waiting list. The case manager will enter the client on the waiting list with the date once their HOPWA request has been denied. Clients who receive HOPWA funds after initially being denied will have their names removed from the list and the date noted. This list will be updated at least every six months.			

<b>Project Sponsor Agency Name</b> Wichita Falls Wichita County Public Health District		<b>Parent Company Name, if applicable</b>		
<b>Name and Title of Contact at Project Sponsor Agency</b>	DeWayne Robertson			
<b>Email Address</b>	DeWayne.Robertson@cwftx.net			
<b>Business Address</b>	1700 Third Street			
<b>City, County, State, Zip,</b>	Wichita Falls	Wichita	Texas	76301

<b>Project Sponsor Agency Name</b> Wichita Falls Wichita County Public Health District		<b>Parent Company Name, if applicable</b>	
<b>Phone Number (with area codes)</b>	940-761-7892	<b>Fax Number (with area code)</b> 940-761-7679	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	175600007142000	<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> n/a	
<b>Congressional District of Business Location of Sponsor</b>	12		
<b>Congressional District(s) of Primary Service Area(s)</b>	12		
<b>Zip Code(s) of Primary Service Area(s)</b>	76351,76380, 76365, 79248, 79227, 79252, 76458, 76301-76310, 76354, 76367, 76384, 76385, 76450		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	Archer city, Seymour, Henrietta, Paducah, Crowell, Quanah, Jacksboro, Wichita Falls, Burkburnett, Iowa Park, Vernon, Graham	Archer, Baylor, Cottle, Clay, Foard, Hardeman, Jack, Montague, Wichita, Wilbarger, Young	
<b>Total HOPWA contract amount for this Organization</b>	\$57,617		
<b>Organization's Website Address</b> n/a		<b>Does your organization maintain a waiting list?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Is the sponsor a nonprofit organization?</b> <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"/>		<b>If yes, explain in the narrative section how this list is administered.</b> Clients on the HOPWA waiting list are prioritized based upon need established by the client and EIP Case Management team.	



### 3. Subrecipient Information

In Chart 3, provide the following information for each subrecipient with a contract/agreement of \$25,000 or greater that assist the grantee or project sponsors to carry out their administrative or service delivery functions. Agreements include: grants, subgrants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders. (Organizations listed may have contracts with project sponsors or other organizations beside the grantee.) These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

<b>Subrecipient Name</b>		<b>Parent Company (if applicable)</b>		
County of Bexar		n/a		
<b>Name and Title of Contact at Subrecipient</b>	Aurora M. Sanchez, Executive Director			
<b>Email Address</b>	<a href="mailto:asanchez@bexar.org">asanchez@bexar.org</a>			
<b>Business Address</b>	233 N. Pecos, Suite 590			
<b>City, State, Zip, County</b>	San Antonio	TX	78207	San Antonio
<b>Phone Number (with area code)</b>	210-335-3421		<b>Fax Number (with area code)</b>	
			210-335-6755	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	74-6002039		<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b>	
			070487020	
<b>North American Industry Classification System (NAICS) Code</b>	n/a			
<b>Congressional District of Location</b>	20,21,23, and 28			
<b>Congressional District of Primary Service Area</b>	n/a			
<b>Zip Code of Primary Service Area(s)</b>	n/a			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	n/a		n/a	
<b>Total HOPWA Contract Amount</b>	\$194,242			

<b>Subrecipient Name (Administrative Agency name)</b>		<b>Parent Company (if applicable, this would apply if the AA is part of a larger "parent" company)</b>		
Brazos Valley Council of Governments		N/A		
<b>Name and Title of Contact at Subrecipient</b>	Crystal Crowell, Program Manager			
<b>Email Address</b>	<a href="mailto:ccrowell@bvcog.org">ccrowell@bvcog.org</a>			
<b>Business Address</b>	P.O. Drawer 4128			
<b>City, State, Zip, County</b>	Bryan	TX	77805-4128	Brazos
<b>Phone Number (with area code)</b>	979-595-2801 X2224		<b>Fax Number (with area code)</b>	
			979-595-2815	
<b>Employer Identification Number</b>	74-1562020		<b>DUN &amp; Bradstreet Number (DUNs) if</b>	

HOPWA

<b>Subrecipient Name (Administrative Agency name)</b> Brazos Valley Council of Governments		<b>Parent Company (if applicable, this would apply if the AA is part of a larger “parent” company)</b> N/A	
<b>(EIN) or Tax Identification Number (TIN)</b>		<i>applicable</i> 01-078-8610	
<b>North American Industry Classification System (NAICS) Code</b>	921190		
<b>Congressional District of Location</b>	17		
<b>Congressional District of Primary Service Area</b>	n/a		
<b>Zip Code of Primary Service Area(s)</b>	n/a		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	n/a	n/a	
<b>Total HOPWA Contract Amount</b>	\$ 259,841		

<b>Sub recipient Name (Administrative Agency name)</b> Houston Regional HIV/AIDS Resource Group, Inc. (The Resource Group)		<b>Parent Company (if applicable, this would apply if the AA is part of a larger “parent” company)</b> n/a	
<b>Name and Title of Contact at Sub recipient</b>	Nikita Lamar, Quality Compliance Coordinator		
<b>Email Address</b>	<a href="mailto:nlamar@hivresoucegroup.org">nlamar@hivresoucegroup.org</a>		
<b>Business Address</b>	500 Lovett Blvd. , Suite 100		
<b>City, State, Zip, County</b>	Houston	TX	77006 Harris
<b>Phone Number (with area code)</b>	713 526 1016, Ext. 107		<b>Fax Number (with area code)</b> 713 526 2369
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	760414232	<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 876909847	
<b>North American Industry Classification System (NAICS) Code</b>	n/a		

<b>Sub recipient Name (Administrative Agency name)</b> Houston Regional HIV/AIDS Resource Group, Inc. (The Resource Group)		<b>Parent Company (if applicable, this would apply if the AA is part of a larger "parent" company)</b> n/a	
<b>Congressional District of Location</b>	Congressional District 7		
<b>Congressional District of Primary Service Area</b>	n/a		
<b>Zip Code of Primary Service Area(s)</b>	n/a		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	n/a	n/a	
<b>Total HOPWA Contract Amount</b>	\$727,057		
<b>Subrecipient Name (Administrative Agency name)</b> Lubbock Regional Mental Health Mental Retardation Center		<b>Parent Company (if applicable, this would apply if the AA is part of a larger "parent" company)</b>	
<b>Name and Title of Contact at Subrecipient</b>	Sabina Siddiqui, Contract Specialist, HIV Services		
<b>Email Address</b>	ssiddiqu@lubbockmhmr.org		
<b>Business Address</b>	1602 10 <sup>th</sup> street, P. O. BOX 2828		
<b>City, State, Zip, County</b>	Lubbock	TX	79408 Lubbock
<b>Phone Number (with area code)</b>	806-767-1622		<b>Fax Number (with area code)</b> 806-766-0250
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	75-1297691	<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 098786460	
<b>North American Industry Classification System (NAICS) Code</b>	N/A		
<b>Congressional District of Location</b>	19		
<b>Congressional District of Primary Service Area</b>	n/a		
<b>Zip Code of Primary Service Area(s)</b>	n/a		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	n/a	n/a	
<b>Total HOPWA Contract Amount</b>	\$359,012		

<b>Subrecipient Name (Administrative Agency name)</b> South Texas Development Council		<b>Parent Company (if applicable, this would apply if the AA is part of a larger “parent” company)</b> Not Applicable		
<b>Name and Title of Contact at Subrecipient:</b>	Amando Garza, Jr.- Executive Director Robert Mendiola- Fiscal Director John R. Keiesr- Regional Programs Manager; Melissa Rios- Program Planner; Maribel Rodriguez- Program Coordinator; Cindy Garza- ARIES Manager			
<b>Email Address</b>	Amando Garza, Jr.: <a href="mailto:agarzajr@stdc.cog.tx.us">agarzajr@stdc.cog.tx.us</a> Robert Mendiola: <a href="mailto:mendiola@stdc.cog.tx.us">mendiola@stdc.cog.tx.us</a> John Keiser: <a href="mailto:jrkeiser@stdc.cog.tx.us">jrkeiser@stdc.cog.tx.us</a> Melissa Rios: <a href="mailto:melissarios@stdc.cog.tx.us">melissarios@stdc.cog.tx.us</a> Maribel Rodriguez: <a href="mailto:mrodriguez@stdc.cog.tx.us">mrodriguez@stdc.cog.tx.us</a> Cindy Garza: <a href="mailto:cindyg@stdc.cog.tx.us">cindyg@stdc.cog.tx.us</a>			
<b>Business Address</b>	Physical Address: 1002 Dicky Lane, Laredo, Texas 78043 Mailing Address: P.O. Box 2187, Laredo, Texas 78044			
<b>City, State, Zip, County</b>	Laredo	Tx	78043	Webb
<b>Phone Number (with area code)</b>	956-722-3995		<b>Fax Number (with area code)</b> 956-722-2670	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	74-1666921		<b>DUN &amp; Bradstreet Number (DUNs) if applicable - Not Applicable</b>	
<b>North American Industry Classification System (NAICS) Code</b>	Not Applicable			
<b>Congressional District of Location</b>	28			
<b>Congressional District of Primary Service Area</b>	n/a			
<b>Zip Code of Primary Service Area(s)</b>	n/a			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	n/a		n/a	
<b>Total HOPWA Contract Amount</b>	\$742,713			

<b>Subrecipient Name (Administrative Agency name)</b> Tarrant County		<b>Parent Company (if applicable, this would apply if the AA is part of a larger “parent” company)</b>
<b>Name and Title of Contact at Subrecipient</b>	Margie Drake, HIV Grants Manager	

<b>Subrecipient Name (Administrative Agency name)</b> Tarrant County		<b>Parent Company (if applicable, this would apply if the AA is part of a larger “parent” company)</b>		
<b>Email Address</b>	mdrake@tarrant county.com			
<b>Business Address</b>	1101 S. Main St., Suite 2500			
<b>City, State, Zip, County</b>	Fort Worth	Texas	76104	Tarrant
<b>Phone Number (with area code)</b>	<b>(817) 321-4747</b>		<b>Fax Number (with area code)</b> <b>(817) 321-4737</b>	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	7560011706		<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b>  068365220	
<b>North American Industry Classification System (NAICS) Code</b>	923120			
<b>Congressional District of Location</b>	12,13,19			
<b>Congressional District of Primary Service Area</b>	n/a			
<b>Zip Code of Primary Service Area(s)</b>	n/a			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	n/a		n/a	
<b>Total HOPWA Contract Amount</b>	\$156,773			

<b>Subrecipient Name (Administrative Agency name)</b> Dallas County Health and Human Services		<b>Parent Company (if applicable, this would apply if the AA is part of a larger “parent” company)</b>  n/a		
<b>Name and Title of Contact at Subrecipient</b>	Crystee Cooper-Walton, Grants Management Officer			
<b>Email Address</b>	<a href="mailto:CWalton@dallascounty.org">CWalton@dallascounty.org</a>			
<b>Business Address</b>	Dallas County Health and Human Services HIV Grants Management 2377 N. Stemmons Freeway, Suite 200			
<b>City, State, Zip, County</b>	Dallas	Texas	75207-2710	Dallas
<b>Phone Number (with area code)</b>	214.819.1842		<b>Fax Number (with area code)</b> 214.819.6023	
<b>Employer Identification Number (EIN) or Tax Identification Number</b>	75-6000905		<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b>	

HOPWA

<b>Subrecipient Name (Administrative Agency name)</b> Dallas County Health and Human Services		<b>Parent Company (if applicable, this would apply if the AA is part of a larger "parent" company)</b> n/a	
<b>(TIN)</b>		n/a	
<b>North American Industry Classification System (NAICS) Code</b>	n/a		
<b>Congressional District of Location</b>	3 <sup>rd</sup> , 5 <sup>th</sup> , 24 <sup>th</sup> , 26 <sup>th</sup> , 30 <sup>th</sup> and 32 <sup>nd</sup>		
<b>Congressional District of Primary Service Area</b>	n/a		
<b>Zip Code of Primary Service Area(s)</b>	n/a		
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	n/a	n/a	
<b>Total HOPWA Contract Amount</b>	\$58,303		

<b>Subrecipient Name (Administrative Agency name)</b> <i>Ryan White Administrative Agency,</i>		<b>Parent Company (if applicable, this would apply if the AA is part of a larger "parent" company)</b> <i>Planned Parenthood Center of El Paso</i>		
<b>Name and Title of Contact at Subrecipient</b>	<i>Beatriz E. Vera, Agency Manager</i>			
<b>Email Address</b>	<i>Beatriz.vera@ppcep.org</i>			
<b>Business Address</b>	<i>1801 Wyoming, Suite 202A</i>			
<b>City, State, Zip, County</b>	<i>El Paso</i>	TX	<i>79902</i>	<i>El Paso</i>
<b>Phone Number (with area code)</b>	<i>(915) 533-8621 x 12</i>		<b>Fax Number (with area code)</b> <i>(915) 533-8654</i>	
<b>Employer Identification Number (EIN) or Tax Identification Number (TIN)</b>	<input type="text" value="74-1157987"/>		<b>DUN &amp; Bradstreet Number (DUNs) if applicable</b> 09-293-4413	
<b>North American Industry Classification System (NAICS) Code</b>	<input type="text" value="N/A"/>			
<b>Congressional District of Location</b>	<input type="text" value="16"/>			
<b>Congressional District of Primary Service Area</b>	n/a			
<b>Zip Code of Primary Service Area(s)</b>	n/a			
<b>City(ies) and County(ies) of Primary Service Area(s)</b>	n/a		n/a	
<b>Total HOPWA Contract Amount</b>	<input type="text" value="\$505,962"/>			

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<b>Subrecipient Name (Administrative Agency name)</b> <i>Ryan White Administrative Agency,</i>	<b>Parent Company (if applicable, this would apply if the AA is part of a larger “parent” company)</b> <i>Planned Parenthood Center of El Paso</i>
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**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.*

Situated within a comprehensive network of HIV care services in Texas, the State of Texas HOPWA Formula program meets the unmet housing and supportive services needs of people living with HIV/AIDS (PLWHA) in Texas by providing housing assistance and supportive services to income-eligible individuals living with HIV/AIDS and their families. The goals of the HOPWA program are to help low-income HIV-positive clients establish or maintain affordable and stable housing, to reduce the risk of homelessness, and to improve access to health care and supportive services. As of the end of 2007, 62,714 persons were known to be living with HIV/AIDS in Texas; this does not include persons with HIV who have not been diagnosed.<sup>3</sup> The 2008-2010 Texas Statement of Coordinated Need reported oral health care and housing as the two most frequent gaps in services identified by clients in six of the seven HIV Service Delivery Areas (HSDAs) assessed in Texas<sup>4</sup>.

The State of Texas HOPWA program is administered by the TB/HIV/STD Unit - HIV/STD Prevention and Care Branch of the Department of State Health Services (DSHS) and provides the following services:

**Tenant-Based Rental Assistance (TBRA) program:** The TBRA program provides tenant-based rental assistance to eligible individuals until they are able to secure other affordable and stable housing.

**Short-Term Rent, Mortgage, and Utilities (STRMU) assistance program:** The STRMU program provides short-term rent, mortgage, and utility payments to eligible individuals for a maximum of 21 weeks of assistance in a 52-week period.

**Supportive Services program:** The Supportive Services program provides case management, basic telephone service and assistance to purchase smoke detectors to eligible individuals.

**Permanent Housing Placement Services (PHP):** The PHP program provides assistance for housing placement costs which may include application fees, related credit checks, and reasonable security deposits necessary to move persons into permanent housing.

**Areas of service coverage within jurisdiction:** The State of Texas HOPWA Formula program serves all counties in Texas, with the exception of the 26 counties served by five directly-funded Metropolitan Statistical Areas (MSAs): Austin, Dallas, Fort Worth, Houston, and San Antonio. The 26 counties not served by the State of Texas HOPWA program are: Bastrop, Caldwell, Hays, Travis, Williamson, Collin, Dallas, Denton, Ellis, Hunt, Kaufman, Rockwall, Hood, Johnson, Parker, Tarrant, Chambers, Fort Bend, Harris, Liberty, Montgomery, Waller, Bexar, Comal, Guadalupe, and Wilson.

**Grant Management:** DSHS does not directly administer HOPWA services, but distributes the funds via formula to eight Administrative Agencies (AAs), who in turn competitively select Project Sponsors to directly deliver HOPWA services based on the local housing needs assessments of each area. DSHS reserves three percent of the total HOPWA award for administrative costs. Project Sponsors are allowed up to seven percent of their Project Sponsor grant amount for administrative costs. The HIV/STD Prevention and Care Branch has a team of consultants and managers that are assigned to monitor the contract activities of the AAs. This monitoring involves periodic site visits, technical assistance visits, and the submission of monthly billing reports and quarterly progress reports. AAs are required to comply with HUD regulations, the DSHS Program Manual and their contractual Statement of Work.

*1 Texas HIV/STD Annual Report 2007; <http://www.dshs.state.tx.us/hivstd/info/annual/2007.pdf>  
2 2008-2010 Texas Statement of Coordinated Need*



*B. Annual Performance under the Action Plan*

Provide a narrative addressing each of the following four items:

**1. Outputs Reported.** Describe significant accomplishments or challenges in achieving the number of housing units supported and the number households assisted with HOPWA funds during this operating year compared to plans for this assistance, as approved in the Consolidated Plan/Action Plan. Describe how HOPWA funds were distributed during your program year among different categories of housing and geographic areas to address needs throughout the grant service area, consistent with approved plans.

**Outputs Reported**

In the State's Consolidated Action Plan 2008, DSHS proposed to serve 500 TBRA households and 800 STRMU households (same as in 2007) and to distribute \$307,168 more in 2008 allocations than in 2007. 2008 was the first year DSHS re-evaluated the allocation formula and revised it based on historical expenditure data and reported waiting lists. The funds were reallocated to address the housing needs in areas where there were high waiting lists. Approximately 80% of funds were distributed to direct housing assistance and 75% of that is in TBRA. DSHS' goal was to distribute more funds to decrease the number of clients on the waiting list and to spend down previous years' balances. As a result, the waiting lists decreased and this was a significant accomplishment for 2008. DSHS was able to decrease the number of the TBRA waitlist from 249 at the end of the 2007 project year to 108 in 2008. In the 2008 HOPWA project year (2/01/2008 to 1/31/2009), DSHS also served 565 households with TBRA (53 more than in 2007) and 719 households with STRMU assistance (95 less than in 2007). Although the number of unduplicated clients slightly decreased (50 clients less than in 2007), there was an increase in the number of TBRA served. Project Sponsors were able to assist more clients with long term assistance by moving clients from STRMU and the waiting list to TBRA. Of the total 1,259 (unduplicated) households served, 1,072 households (85%) also received HOPWA-funded Supportive Services, and 4 households received Permanent Housing Placement services (PHP). PHP was a new activity this year and was an expansion of HOPWA services to assist clients with security deposits and application fees. DSHS also supported an additional 1,050 beneficiaries with HOPWA services, defined as family members residing with the HOPWA clients.

DSHS HOPWA programs experience a major barrier to transitioning TBRA clients into more affordable and stable housing situations. Housing affordability, availability, long waitlists for the Housing Choice Voucher program, and client credit and criminal history are the most common housing issues reported by many of the Project Sponsors across the state. These are systemic issues that pose an ongoing challenge for the HOPWA program every year.

Another challenge for DSHS is to spend down previous years' balance. With the increase in allocations in 2008, DSHS expended \$227,319 more in 2008 than in 2007 and \$173,903 of that was spent towards direct housing assistance, TBRA and STRMU. While there was a significant improvement in waiting lists and expenditure level, some Project Sponsors still reported waiting lists and lapsed funds at the end of the 2008 project year. DSHS is continuing to work closely with Project Sponsors to monitor the financial management of HOPWA funds and address the issue of waiting lists and lapsed funds from some Project Sponsors.

- 2. Outcomes Assessed.** Assess program goals against actual client outcomes for achieving housing stability, reducing risks of homelessness, and improving access to care. If current year results are lower than the national program targets (80 percent of HOPWA clients maintain housing stability, avoid homelessness and access care), please describe the steps being taken to achieve the national outcome goal in next operating year.

**Outcomes Assessed**

Actual client outcomes for 2008 exceeded program goals compare to 2007. In 2008, the almost all HOPWA clients received housing case management (96% compare to 87% in 2007) and had a housing plan (99% compare to 91% in 2007), as reported in the HOPWA Outcomes on Access to Care and Support Chart. By the end of the 2008 HOPWA project year, 96% of TBRA and 95% of STRMU households were living in stable housing, well above the national goal (80%). One of the main outcomes of the HOPWA program is to improve clients' access to supportive services and health care and the data show a significant improvement in client outcomes on access to supportive services and health care in 2008 compare to 2007. Project Sponsors reported 92% of HOPWA clients who had contact with a primary health care provider, 79% had medical insurance coverage or medical assistance, 73% maintained sources of income, and 18% secured an income-producing job.

Project Sponsors also reported in their narratives that clients receiving housing assistance through the HOPWA program showed improved compliance with medication, increased CD4 counts, adherence to medical and counseling appointments, and increased access to supportive services such as Medicaid and the Supplemental Nutrition Assistance Program (formerly Food Stamps).

As required by the Fair Housing Act (24 CFR Part 91.250), the race and ethnicity of all HOPWA beneficiaries are reported in the following table. Seventy-four percent of HOPWA beneficiaries are White, 25% are Black/African American, and 2% Other (includes Asian, American Indian/Alaskan Native, American Indian/Alaskan Native and White, Asian and White, Black/African American and White, and Other Multi-Racial). Of the HOPWA beneficiaries, 39% are Hispanic or Latino. When analyzed to include Hispanics as a race, the demographics of HOPWA beneficiaries are representative of prevalent HIV/AIDS cases in Texas as reported in the Texas Epidemiologic Profile for 2006<sup>5</sup> (Table 5).

In 2008, the gender distribution of HOPWA clients is 55% male and 44% female compared to the 75% male and 25% female PLWHA cases in 2006, as shown in the Texas Epidemiologic Profile 2006. The largest group of HOPWA beneficiaries is between 31 and 50 years of age, which reflects the 83% of People with Living with HIV/AIDS (PLWHA) between the ages of 25 and 54 years reported in the 2006 Texas Epidemiologic Profile.

HOPWA expenditures per household averaged \$3,154 annually per TBRA household and \$719 annually per STRMU household (compare to \$2,971 for TBRA and \$690 for STRMU in 2007). This is evidence of increases in rent and utilities in 2008 compare to 2007. The majority of TBRA households received assistance for 3-12 months and STRMU households received assistance for 3-16 weeks. This indicates that TBRA clients are staying on TBRA for up to 12 months and reports also show that 82% of TBRA clients are continuing to the following year.

The following HOPWA story demonstrates how the TBRA program assisted a client to improve access to care and receive supportive services to prevent homelessness and achieve housing stability.

**HOPWA Story 1** A 14 year old male has been in our HOPWA program for more than 5 years. He was born with HIV and lost his mother at the age of 7 to AIDS. His father was not an effective caretaker so he was placed in the care of an adult cousin. As a result of this shift in custody, the client's housing needs manifested and a request was made for assistance. Immediately, the staff worked on establishing need and eligibility until a desired outcome was achieved in the form of TBRA services for him and his caretaker. Since he was accepted into the program, he has been able to concentrate on excelling in other areas such as school and with his treatment adherence.

The following HOPWA story exemplifies how the STRMU program helped a client prevent homelessness after Hurricane Ike.

**HOPWA Story 2** A 25-year old mother and her 16-month old baby were victims of Hurricane Ike. The family was renting their home at the time and lost everything they owned in the ensuing damage caused by the storm. Material items were donated to them, but because the mother did not own the property, she was denied FEMA assistance, and she was not sure

when the landlord/owner of the house would receive assistance. With HOPWA assistance, the client found a nice two-bedroom home for herself and her son. She found a better job than she previously held and plans to go to school to better her situation. The housing case manager referred her to Texas Workforce to find out about programs and/or assistance for school.

The following is an example of another HOPWA success story where the client experienced personal issues that interfered with the clients' mental and physical health but the HOPWA program helped the client to secure stable housing and improve his overall health.

### **HOPWA Story 3**

A client who was very sick (CD4 was below 20 at one point) was released from the hospital in Bryan to another one in Conroe. After a couple of months in that facility, the client was then released to a nursing home in another county closer to Brazos. While in the hospital, the client continued trying to financially keep his apartment bills maintained, but was unable to. When the case manager spoke with the client's emergency contact, she indicated that the doctor did not think that the client would live. The client was transferred from one facility to another in an effort to find one to accommodate his medical needs. After several months, the client was transferred to a nursing facility locally. The client's goal was to come home. He continued to dialogue with the case manager about his determination to find his own place and come home and start to live a productive life. The client was released from the nursing facility to his sisters' apartment. The case manager has been able to complete the HOPWA application and help the client secure proper documentation for the program. He is now waiting to move into his own place. The client came into the office walking on his own and looking well.

**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.

On the state level, DSHS collaborates with the Texas Department of Housing and Community Affairs (TDHCA) to produce the HOPWA Action Plan for the state’s Consolidated Plan for housing. Additionally, the DSHS HIV/STD Prevention and Care Branch competitively selects and contracts with 8 AAs to administer the HOPWA formula program in Texas. AAs contract with the Project Sponsors for each HIV Service Delivery Area (HSDA) under their jurisdiction to deliver the HOPWA services. AAs and Project Sponsors are part of an HIV care network supported with state formula funds which consists of 64 local providers, who provide a range of medical, psychosocial, and support services available to eligible individuals living with HIV/AIDS. In each HSDA, Project Sponsors collaborate locally with these providers to assure that HOPWA clients have access to supportive services and health care. Additionally, Project Sponsors collaborate with local public housing programs in their areas to provide referrals to HOPWA clients to secure affordable and stable housing and to address local housing needs, such as the Housing Choice Voucher program, Shelter Plus Care, community health clinics and churches, and Ryan White and HIV Planning Councils.

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

How to address housing affordability and availability, client credit and criminal histories. This would assist clients to find affordable housing. How to conduct a needs assessment.

*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, actions taken in response to barriers, and recommendations for program improvement. Provide an explanation for each barrier selected.

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

**2008 Barriers Reported by Project Sponsors**

Barriers	No. of Project Sponsors
Housing Affordability	8
Housing Availability	7
Criminal Justice History	6
HOPWA/HUD Regulations	4
Eligibility Issues	4

<b>Barriers</b>	<b>No. of Project Sponsors</b>
Credit History	3
Discrimination/Confidentiality	2
Technical Assistance or Training Issues	2
Other (Transportation and Hurricane Ike)	2
Rent Determination and Fair Market Rents	1
Rental History	1
Multiple Diagnosed Issues	1
Supportive Services	1

With regard to program services, HOPWA Project Sponsors reported 108 TBRA clients on waiting lists, and 46 clients on STRMU waiting lists at the end of the 2008 project year (compare to 249 TBRA and 40 STRMU in 2007). Housing affordability and availability were the two most reported program barriers for 2008, especially in rural areas and areas still recovering from Hurricane Ike. Increasing rent and utilities, lack of low income housing, and low Fair Market Rent standards were the causes of housing affordability and availability issues. Other reported barriers to meeting the housing needs of PLWHA were criminal and credit history, eligibility, transportation from rural areas, and mental health and substance issues. Project Sponsors reported working with landlords and local housing providers to negotiate waivers for deposits, application fees, income requirements, and criminal and credit history issues. In cases of criminal and credit history issues, Project Sponsors referred clients to apartments that have a history of dealing with clients with these issues. For these kinds of structural and client issues, it is challenging for DSHS and Project Sponsors to appropriately address besides the efforts that Project Sponsors already make to collaborate with local resources. DSHS encourages Project Sponsors to collaborate with local resources and make referrals through comprehensive case management. One recommendation for HUD would be to carefully reassess Fair Market Rents so that they are adjusted to the current housing and economic crisis.

### **Reporting and financial management**

Project Sponsors reported there are still challenges in 2008 in collecting, tracking and reporting HOPWA program data. The current client-level database (AIDS Regional and Information Evaluation System, ARIES) does not fully support HOPWA reporting requirements, therefore Project Sponsors had developed supplemental systems of collecting and tracking HOPWA client data. However, DSHS added a HOPWA module to ARIES to collect HOPWA client data for the 2009 HOPWA year and this will significantly improve the quality of data collection and reporting in future years.

An ongoing barrier to administration of the HOPWA program concerns the due date for the HOPWA annual report and discrepancies between fiscal and programmatic management of the program through the Integrated Disbursement Information System (IDIS). DSHS General Provisions for services contracts allow contractors 60 days after the end of the contract period to submit vouchers for payment, and DSHS takes another 30 days to process those vouchers for payment. The payments are then submitted to the DSHS Federal Funds Reporting Branch to draw down reimbursement of DSHS through IDIS. Since the contracts end January 31 of each year, this means that Administrative Agencies have until March 31 to present vouchers to DSHS for payment, and those expenditures are not entered into IDIS for another 4 to 6 weeks, or May 15 of each year. Therefore, HOPWA expenditures for the project year may not be accurately reflected in IDIS until well past the April 30 due date of the HOPWA annual report. Another barrier regarding financial management of the HOPWA program concerns the

## *HOPWA*

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inability to verify expenditures at the Project Sponsor level because DSHS does not have direct contracts with Project Sponsors and can only verify expenditures at the Administrative Agency level.

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.

Due to the current housing and economic crisis and the recent Hurricane Ike, lack of housing, increasing rent and utilities, loss of housing, and loss of employment are trends in 2008 that may be affecting the needs of persons living with HIV/AIDS in Texas. These issues may lead to homelessness and impact access to care or treatment adherence due to higher living costs or housing instability. More funding, collaboration, and comprehensive case management may be important for the future provision of HOPWA and the sustainability of housing stability for current HOPWA clients.

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

n/a
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**D. Unmet Housing Needs: An Assessment of Unmet Housing Needs**

In Chart 1, provide an assessment of the number of HOPWA-eligible households that require housing assistance but are not currently served by HOPWA in this service area.

In Line 1, report the total unmet need of the geographical service area, as reported in *Unmet Needs for Persons with HIV/AIDS*, Table 1B of the Consolidated or Annual Plan(s), or as reported under HOPWA worksheet in the Needs Workbook of the Consolidated Planning Management Process (CPMP) tool. *Note: Report most current data available, through Consolidated or Annual Plan(s), and account for local housing issues, or changes in HIV/AIDS cases, by using combination of one or more of the sources in Chart 2.*

In Rows a through c, enter the number of HOPWA-eligible households by type of housing assistance whose housing needs are not met. For an approximate breakdown of overall unmet need by type of housing assistance refer to the Consolidated or Annual Plan (s), CPMP tool or local distribution of funds.

**1. Assessment of Unmet Need for HOPWA-eligible Households**

1. Total number of households that have unmet housing needs	= 154
<i>From Item 1, identify the number of households with unmet housing needs by type of housing assistance</i>	
a. Tenant-Based Rental Assistance (TBRA)	= 108
b. Short-Term Rent, Mortgage and Utility payments (STRMU)	= 46
c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities	= n/a

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

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

**End of PART 1**

**PART 2: Sources of Leveraging**

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.

**2008 HOPWA Leveraged Funds by Program Activity and Funding Source**

	<b>Sources of Leveraging (cash resources)</b>	<b>Housing Assistance</b>	<b>Supportive Services, Permanent Housing Placement and other non-direct housing costs</b>
1.	<b>Program Income</b>	-	-
2.	<b>Federal government</b>		
	Ryan White	\$231,133	\$401,108
3.	<b>State government</b>		
	State HIV Services	\$47,990	\$105,842
4.	<b>Local government</b>		
	United Way	\$1608	-
	Housing Choice Voucher	\$2000	-
	Community Action, Inc. Donor Account	\$725	-
	Jefferson County Commissioners Court	-	\$2,000
5.	<b>Foundations and other private cash resources</b>		
	McCares	\$562	-
	Circle of Hope	\$2000	-
	Kronkosky Foundation	-	\$5,400
6.	<b>In-kind Resources</b>	-	\$11,278
7.	<b>Resident rent payments in Rental, Facilities, and Leased Units</b>	-	-
8.	<b>Grantee/project sponsor (Agency) cash</b>	\$8174	\$26,123
9.	<b>TOTAL (Sum of 1-8)</b>	\$294,192	\$551,751

DSHS also collects leveraged dollars expended on administrative costs. Out of the \$551,751 leveraged for supportive services and non-direct housing, \$46,387 was leveraged for administrative costs. Furthermore, AAs reported \$270,179 expended to leverage administrative costs. In addition, DSHS leveraged approximately \$205,879 of federal and state funds to provide administration at the state level. This is a conservative estimate of \$522,445 leveraged for administrative costs to support the 2008 HOPWA program.

**End of PART 2**





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

In Chart 1, enter performance information (goals and actual outputs) for all activities undertaken during the operating year supported with HOPWA funds. Performance is measured by the number of households and units of housing that were supported with HOPWA or other federal, state, local, or private funds for the purposes of providing housing assistance and support to persons living with HIV/AIDS and their families. *Note: The total households assisted with HOPWA funds and reported in PART 3 of the CAPER should be the same as reported in the annual year-end IDIS data, and goals reported should be consistent with the Annual Plan information. Any discrepancies or deviations should be explained in the narrative section of PART 1.*

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

	<b>HOPWA Performance Planned Goal and Actual</b>	<b>Output Households</b>				<b>Funding</b>	
		<b>HOPWA Assistance</b>		<b>Non-HOPWA</b>		<b>e.</b>	<b>f.</b>
		<b>a.</b>	<b>b.</b>	<b>c.</b>	<b>d.</b>		
		<b>Goal</b>	<b>Actual</b>	<b>Goal</b>	<b>Actual</b>	<b>HOPWA Budget</b>	<b>HOPWA Actual</b>
<b>Housing Subsidy Assistance</b>		<b>Output Households</b>					
1.	Tenant-Based Rental Assistance	500	565	0	19	1,846,375	1,782,157
2a.	Households in permanent housing facilities that receive operating subsidies/leased units	n/a	n/a	n/a	n/a	n/a	n/a
2b.	Households in transitional/short-term housing facilities that receive operating subsidies/leased units	n/a	n/a	n/a	n/a	n/a	n/a
3a.	Households in permanent housing facilities developed with capital funds and placed in service during the program year	n/a	n/a	n/a	n/a	n/a	n/a
3b.	Households in transitional/short-term housing facilities developed with capital funds and placed in service during the program year	n/a	n/a	n/a	n/a	n/a	n/a
4.	Short-Term Rent, Mortgage and Utility Assistance	800	719	0	60	624,003	555,159
5.	Adjustments for duplication (subtract)	0	25	0	0		
6.	<b>Total Housing Subsidy Assistance</b>	1,300	1,259	0	79	2,470,378	2,337,316
<b>Housing Development (Construction and Stewardship of facility based housing)</b>		<b>Output Units</b>					
7.	Facility-based units being developed with capital funding but not opened (show units of housing planned)	n/a	n/a	n/a	n/a	n/a	n/a
8.	Stewardship Units subject to 3 or 10 year use agreements	n/a	n/a	n/a	n/a		
9.	<b>Total Housing Developed</b>	n/a	n/a	n/a	n/a	n/a	n/a
<b>Supportive Services</b>		<b>Output Households</b>					
10a.	Supportive Services provided by project sponsors also delivering HOPWA housing assistance	1300	1072			364,625	351,170
10b.	Supportive Services provided by project sponsors serving households who have other housing arrangements	n/a	n/a			n/a	n/a
11.	Adjustment for duplication (subtract)	0	0	n/a	n/a		
12.	<b>Total Supportive Services</b>	1300	1072			364,625	351,170
<b>Housing Placement Assistance Activities</b>							
13.	Housing Information Services	n/a	n/a			n/a	n/a
14.	Permanent Housing Placement Services	15	4			4,500	1,250
15.	Adjustment for duplication	0	0			n/a	n/a
16.	<b>Total Housing Placement Assistance</b>	15	4			4,500	1,250
<b>Grant Administration and Other Activities</b>							
17.	Resource Identification to establish, coordinate and develop housing assistance resources					n/a	n/a
18.	Technical Assistance (if approved in grant agreement)					n/a	n/a
19.	Grantee Administration (maximum 3% of total HOPWA grant)					85,230	46,419

		Output Households					
20.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					164,399	151,380
<b>Total Expenditures for program year (Sum of rows 6, 9, 12, 16, and 20)</b>						3,089,132	2,887,535

**2. Listing of Supportive Services**

Report on the use of HOPWA funds for all supportive services. In Rows 1 through 16, provide the (unduplicated) total of all households and expenditures for each type of supportive service for all project sponsors.

Supportive Services		Number of <u>Households</u> Receiving HOPWA Assistance	Amount of HOPWA Funds Expended
1.	Adult day care and personal assistance	-	
2.	Alcohol and drug abuse services	-	
3.	Case management/client advocacy/ access to benefits & services	1072	351,170
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.	<b>Adjustment for Duplication (subtract)</b>	-	
16.	<b>TOTAL Households receiving Supportive Services (unduplicated)</b>	1072	351,170

**End of PART 3**

**Part 4: Summary of Performance Outcomes**

HOPWA Long-term Performance Objective: *Eighty percent of HOPWA clients will maintain housing stability, avoid homelessness, and access care each year through 2011.*

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

In Column 1, report the total number of eligible households that received HOPWA housing assistance, by type. In Column 2, enter the number of households continuing to access each type of housing assistance, the following year. In Column 3, report the housing status of all households that exited the program. Columns 2 (Number of Households Continuing) and 3 (Exited Households) summed will equal the total households reported in Column 1. *Note: Refer to the housing stability codes that appear in Part 5: Worksheet - Determining Housing Stability Outcomes.*

[A] Permanent Housing Assistance	[1] Total Number of Households Receiving Housing Assistance	[2] Assessment: Number of Households Continuing with this Housing (per plan or expectation for next year)		[3] Assessment: Number of Exited Households and Housing Status	
Tenant-Based Rental Assistance	= 565	= 463		1 Emergency Shelter/Streets	= 0
				2 Temporary Housing	= 0
				3 Private Housing	= 26
				4 Other HOPWA	= 25
				5 Other Subsidy	= 28
				6 Institution	= 0
				7 Jail/Prison	= 7
				8 Disconnected/Unknown	= 8
				9 Death	= 8
Permanent Supportive Housing Facilities/Units	= n/a	= n/a		1 Emergency Shelter/Streets	=
				2 Temporary Housing	=
				3 Private Housing	=
				4 Other HOPWA	=
				5 Other Subsidy	=
				6 Institution	=
				7 Jail/Prison	=
				8 Disconnected/Unknown	=
				9 Death	=
[B] Transitional Housing Assistance	[1] Total Number of Households Receiving Housing Assistance	[2] Of the Total Number of Households Receiving Housing Assistance this Operating Year		[3] Assessment: Number of Exited Households and Housing Status	
Transitional/Short-Term Supportive Facilities/Units	= n/a	Total number of households that will continue in residences:	=	1 Emergency Shelter/Streets	=
		2 Temporary Housing	=		
		3 Private Housing	=		
		4 Other HOPWA	=		
		Total number of households whose tenure exceeded 24 months:	=	5 Other Subsidy	=
		6 Institution	=		
		7 Jail/Prison	=		
		8 Disconnected/unknown	=		
		9 Death	=		

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

Report the total number of households that received STRMU assistance in Column 1. In Column 2, identify the result of the housing assessment made at time of assistance, or updated in the operating year. (Column 3 provides a description of housing outcomes; therefore, data is not required.) In Row 1a, enter the total number of households served in the prior operating year that received STRMU assistance this year. In Row 1b, enter the total number of households that received STRMU Assistance in the 2 prior operating years that received STRMU assistance this year. *Note: The sum of Column 2 should equal the number of households reported in Column 1.*

**Assessment of Households receiving STRMU Assistance**

[1] STRMU Housing Assistance	[2] Assessment of Housing Status		[3] HOPWA Client Outcomes
= 719	Maintain Private Housing without subsidy (e.g. Assistance provided/completed and client is stable, not likely to seek additional support)	= 647	<i>Stable/Permanent Housing (PH)</i>
	Other Private Housing without subsidy	= 0	
	Other HOPWA support (PH)	= 26	
	Other housing subsidy (PH)	= 12	
	Institution (e.g. residential and long-term care)	= 0	
	Likely to maintain current housing arrangements, with additional STRMU assistance	= 0	<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
	Transitional Facilities/Short-term (e.g. temporary or transitional arrangement)	= 0	
	Temporary/non-permanent Housing arrangement (e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days)	= 9	
	Emergency Shelter/street	= 3	<i>Unstable Arrangements</i>
	Jail/Prison	= 11	
	Disconnected	= 7	
	Death	= 4	<i>Life Event</i>
1a. Total number of households that received STRMU assistance in the prior operating year, that also received STRMU assistance in the current operating year.			= 304
1b. Total number of those households that received STRMU assistance in the two (2 years ago) prior operating years, that also received STRMU assistance in the current operating year.			= 184

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

**1A. Status of Households Accessing Care and Support by Project Sponsors delivering HOPWA Housing Assistance/Housing Placement/Case Management**

Use Table 1 A for project sponsors that provide HOPWA housing assistance/housing placement with or without case management services. In Table 1A, identify the number of client households receiving any type of HOPWA housing assistance that demonstrated improved access or maintained connections to care and support within the program year by: having a housing plan; having contact with a case manager/benefits counselor; visiting a primary health care provider; accessing medical insurance/assistance; and accessing or qualifying for income benefits. *Note: For information on types and sources of income and medical insurance/assistance, refer to Charts 1C and 1D.*

CATEGORIES OF SERVICES ACCESSED	Households Receiving Housing Assistance within the Operating Year	Outcome Indicator
1. Has a housing plan for maintaining or establishing stable on-going housing.	1247	<i>Support for Stable Housing</i>
2. Has contact with case manager/benefits counselor consistent with the schedule specified in client's individual service plan..	1212	<i>Access to Support</i>
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan,	1162	<i>Access to Health Care</i>
4. Has accessed and can maintain medical insurance/assistance.	998	<i>Access to Health Care</i>
5. Successfully accessed or maintained qualification for sources of income.	921	<i>Sources of Income</i>

**1B. Number of Households Obtaining Employment**

In Table 1B, identify the number of recipient 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. Note: This includes jobs created by this project sponsor or obtained outside this agency.

Categories of Services Accessed	Number of Households that Obtained Employment	Outcome Indicator
Total number of households that obtained an income-producing job	221	<i>Sources of Income</i>

**Chart 1C: Sources of income include, but are not limited to the following (Reference only)**

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Earned Income</li> <li>• Unemployment Insurance</li> <li>• Supplemental Security Income (SSI)</li> <li>• Social Security Disability Income (SSDI)</li> <li>• Veteran's Disability Payment</li> <li>• General Assistance, or use local program name</li> <li>• Temporary Assistance for Needy Families (TANF) income, or use local program name</li> </ul> | <ul style="list-style-type: none"> <li>• Veteran's Pension</li> <li>• Pension from Former Job</li> <li>• Child Support</li> <li>• Alimony or Other Spousal Support</li> <li>• Retirement Income from Social Security</li> <li>• Private Disability Insurance</li> <li>• Worker's Compensation</li> </ul> |
|--|--|

**Chart 1D: Sources of medical insurance and assistance include, but are not limited to the following (Reference only)**

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• MEDICAID Health Insurance Program, or local program name</li> </ul> | <ul style="list-style-type: none"> <li>• MEDICARE Health Insurance Program, or local program name</li> </ul> |
|--|--|

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

**2A. Status of Households Accessing Care and Support through HOPWA-funded Services receiving Housing Assistance from Other Sources**

*In Table 2A, identify the number of client households served by project sponsors receiving HOPWA-funded housing placement or case management services who have other and housing arrangements that demonstrated improved access or maintained connections to care and support within the program year by: having a housing plan; having contact with a case manager/benefits counselor; visiting a primary health care provider; accessing medical insurance/assistance; and accessing or qualifying for income benefits. Note: For information on types and sources of income and medical insurance/assistance, refer to Charts 2C and 2D.*

<b>CATEGORIES OF SERVICES ACCESSED</b>	<b>Households Receiving HOPWA Assistance within the Operating Year</b>	<b>Outcome Indicator</b>
1. Has a housing plan for maintaining or establishing stable on-going housing.	n/a	<i>Support for Stable Housing</i>
2. Successfully accessed or maintained qualification for sources of income.	n/a	<i>Sources of Income</i>
3. Had contact with a primary health care provider consistent with the schedule specified in clients individual service plan.	n/a	<i>Access to Health Care</i>
4. Has accessed and can maintain medical insurance/assistance.	n/a	<i>Access to Health Care</i>
5. Has contact with case manager, benefits counselor, or housing counselor consistent with the schedule specified in client’s individual service plan.	n/a	<i>Access to Support</i>

**2B. Number of Households Obtaining Employment**

*In Table 2B, identify the number of recipient 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. Note: This includes jobs created by this project sponsor or obtained outside this agency.*

<b>Categories of Services Accessed</b>	<b>Number of Households that Obtained Employment</b>	<b>Outcome Indicator</b>
Total number of households that obtained an income-producing job	n/a	<i>Sources of Income</i>

**Chart 2C: Sources of income include, but are not limited to the following (Reference only)**

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



**Chart 2D: Sources of medical insurance and assistance include, but are not limited to the following (*Reference only*)**

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

**End of PART 4**

**PART 5: Worksheet - Determining Housing Stability Outcomes**

1. This chart is designed to assess program results based on the information reported in Part 4.

<b>Permanent Housing Assistance</b>	<b>Stable Housing</b> (# of households remaining in program plus 3+4+5+6=#)	<b>Temporary Housing</b> (2)	<b>Unstable Arrangements</b> (1+7+8=#)	<b>Life Event</b> (9)
Tenant-Based Rental Assistance (TBRA)	507	1	3	1
Permanent Facility-based Housing Assistance/Units	n/a			
Transitional/Short-Term Facility-based Housing Assistance/Units	n/a			
<b>Total Permanent HOPWA Housing Assistance</b>	507	1	3	1

<b>Reduced Risk of Homelessness: Short-Term Assistance</b>	<b>Stable/Permanent Housing</b>	<b>Temporarily Stable, with Reduced Risk of Homelessness</b>	<b>Unstable Arrangements</b>	<b>Life Events</b>
Short-Term Rent, Mortgage, and Utility Assistance (STRMU)	1198	10	4	2
<b>Total HOPWA Housing Assistance</b>	1705	10	4	2

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

Grantees that use HOPWA funding for new construction, acquisition, or substantial rehabilitation are required to operate their facilities for HOPWA eligible individuals for at least ten years. If non-substantial rehabilitation funds were used they are required to operate for at least three years. Stewardship begins once the facility is put into operation. This Annual Certification of Continued HOPWA Project Operations is to be used in place of other sections of the APR, in the case that no additional HOPWA funds were expended in this operating year at this facility that had been acquired, rehabilitated or constructed and developed in part with HOPWA funds.

**1. General information**

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

**2. Number of Units and Leveraging**

Housing Assistance	Number of Units Receiving Housing Assistance with HOPWA funds	Amount of Leveraging from Other Sources Used during the Operating Year
Stewardship units (developed with HOPWA funds but no current operations or other HOPWA costs) subject to 3 or 10 year use periods		

**3. Details of Project Site**

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

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

<i>I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.</i>	
Name & Title of Authorized Official	Signature & Date (mm/dd/yy)
Name & Title of Contact at Grantee Agency <i>(person who can answer questions about the report and program)</i>	Contact Phone (with area code)

**End of PART 6**

**PART III: Citizen Participation**

## **CITIZEN PARTICIPATION**

### **PUBLIC COMMENT PROCESS**

In an effort to fully include the citizens of Texas in the Consolidated Planning process, the Department designated a public comment period for this Plan lasting at least 15 days. The comment period began on Friday, April 24, 2009, and concluded at 5:00 pm on Thursday, May 14, 2009. An announcement of the public comment period was posted in the April 24, 2009, edition of the *Texas Register* and on TDHCA's website.

### **SUMMARY OF PUBLIC COMMENT**

There was no public comment received during the public comment period.