

Consolidated Annual Performance and Evaluation Report

Federal Fiscal Year 2012



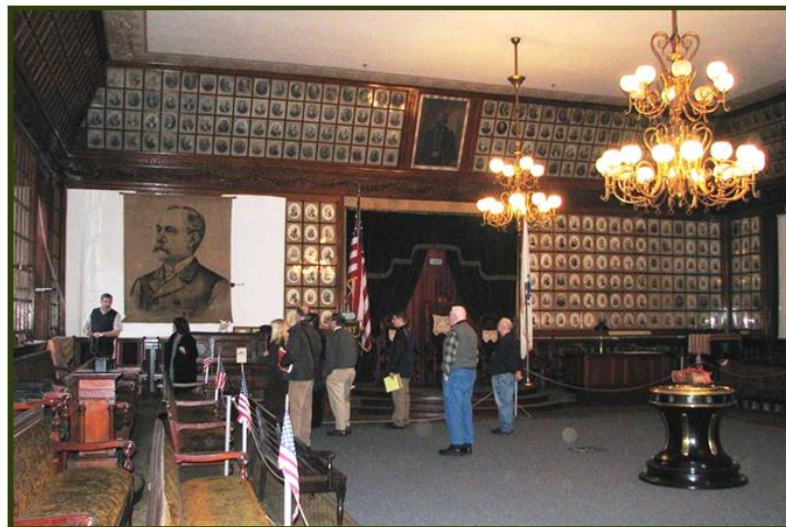
Office of Economic and Community Development
Lynn Housing Authority & Neighborhood Development
September 30, 2013

Table of Contents

1. City of Lynn CAPER - FFY'12 Narratives	Page 1
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APPENDIX

CDBG Financial Summary	Page 37
HOME Program - Annual Performance Report	Page 38
HOME Match Report	Page 40
HOPWA – CAPER– Measuring Performance Outcomes	Page 42
ESG–HMIS Reports	Page 79
ESG–IDIS Reports	Page 85
Section 3 Reports	Page 93



Grand Army of the Republic Museum

City of Lynn

City of Lynn CAPER
FFY'12 Narratives



Lynn Museum & Historical Society

City of Lynn

FFY'12 Narratives

1 (a) Assessment of Three to Five Year Goals and Objectives

The following narratives demonstrate how each activity addresses pertinent Strategic Plan/Special Needs objectives and priority areas.

1 Small Business Loan Support Program on behalf of local businesses addresses Strategic Plan Objectives #6 (Retain existing businesses and jobs); #7 (Increase size of existing businesses); #8 (Create new businesses and jobs) and #9 (Encourage Downtown revitalization).

2 Lynn Small Business Assistance Center funding addresses Strategic Plan Objectives #6 (Retain existing businesses and jobs); #7 (Increase size of existing businesses); #8 (Create new businesses and jobs); #9 (Encourage Downtown revitalization) and #12 (Achieve maximum private sector leverage from public investments).

3 The Lynn Municipal Finance Corporation Loan Fund to local businesses addresses Strategic Plan Objectives #6 (Retain existing businesses and jobs); #7 (Increase size of existing businesses); #8 (Create new businesses and jobs); #9 (Encourage Downtown revitalization) and #12 (Achieve maximum private sector leverage from public investments).

4 Commercial Facade Program addresses Strategic Plan Objective #9 (Encourage Downtown revitalization).

6 Homeownership Programs address Strategic Plan Objectives #1 (Increase homeownership opportunities among low and moderate income households) and #2 (Strengthen and revitalize neighborhoods).

7 Rehabilitation Grant and Loan Programs funding addresses Strategic Plan Objectives #2 (Strengthen and revitalize neighborhoods) and #3 (Develop foreclosure prevention program to include education and neighborhood stabilization activities).

8 Neighborhood Stabilization Program addresses Strategic Plan Objectives #2 (Strengthen and revitalize neighborhoods) and #3 (Develop foreclosure prevention program to include education and neighborhood stabilization activities).

9 The Non-Profit Support Program addresses Strategic Plan Objectives #2 (Strengthen and revitalize neighborhoods); #4 (End chronic homelessness and provide supportive housing programs) and #5 (Preserve and increase affordable housing for low and moderate income households).

10 The Affordable Housing Rehabilitation Program addresses Strategic Plan Objectives #2 (Strengthen and revitalize neighborhoods); #4 (End chronic homelessness and provide supportive housing programs) and #5 (Preserve and increase affordable housing for low and

moderate income households).

12 Seaport Landing Marina Improvements address Strategic Plan Objectives #13 (Enhance infrastructure investments to support economic development and housing objectives) and #14 (Facilitate educational attainment and healthy development of Lynn Youth and Seniors).

13 Shade Tree Development addresses Strategic Plan Objectives #13 (Enhance infrastructure investments to support economic development and housing objectives) and #14 (Facilitate educational attainment and healthy development of Lynn Youth and Seniors).

14 Grand Army of the Republic Building Façade Improvements addresses Strategic Plan Objective #14 (Facilitate educational attainment and healthy development of Lynn Youth and Seniors).

15 Lynn Tech Field Renovations address Strategic Plan Objectives #13 (Enhance infrastructure investments to support economic development and housing objectives); #14 (Facilitate educational attainment and healthy development of Lynn Youth and Seniors) and #15 (Promote safe neighborhoods).

16 Lynn Multi-Service Center Improvements address Strategic Plan Objective #4 (End chronic homelessness and provide supportive housing programs); and Special Needs Objectives #C (Increase percentage of homeless persons moving from TH to PH to at least 63.5%); #D (Increase percentage of homeless persons employed at exit to at least 19%) and #E (Decrease the number of homeless households with children).

18 The Catholic Charities Education Center Program funding for operational expenses addresses Strategic Plan Objectives #14 (Facilitate educational attainment and healthy development of Lynn youth) and #18 (Increase economic self-sufficiency among low and moderate income residents).

19 Community Minority Cultural Center (CMCC) funding for operational expenses addresses Strategic Plan Objectives #14 (Facilitate educational attainment and healthy development of Lynn Youth and Seniors) and #16 (Support community diversity).

20 Recreation Program funding for operational expenses addresses Strategic Plan Objective #14 (Facilitate educational attainment and healthy development of Lynn Youth and Seniors).

21 Vocational Interest Program (VIP) funding for operational expenses addresses Strategic Plan Objectives #8 (Create new businesses and jobs); #14 (Facilitate educational attainment and healthy development of Lynn youth) and # 18 (Increase economic self-sufficiency among low and moderate income residents); and Special Needs Objectives #D (Increase percentage of homeless persons employed at exit to at least 19%).

22 Curwin Youth Sports Program funding for operational expenses addresses Strategic Plan Objective #14 (Facilitate educational attainment and healthy development of Lynn Youth and Seniors).

23 Senior Center funding for operational expenses addresses Strategic Plan Objective #14 (Facilitate educational attainment and healthy development of Lynn Youth and Seniors).

24 Meals on Wheels Program funding for operational expenses addresses Special Needs Objective #14 (Facilitate educational attainment and healthy development of Lynn Youth and Seniors).

25 Lynn Friendship Club funding for operational expenses addresses Strategic Plan Objective #18 (Increase economic self-sufficiency among low and moderate income residents); and Special Needs Objective # 4 (Increase percentage of homeless persons becoming employed by 11%).

26 Operation Bootstrap funding for operational expenses addresses Strategic Plan Objective #18 (Increase economic self-sufficiency among low and moderate income residents).

27 RAW Art Works Program funding for operational expenses addresses Strategic Plan Objective #14 (Facilitate educational attainment and healthy development of Lynn Youth and Seniors).

28 College Application Education Project funding for operational expenses addresses Strategic Plan Objectives #14 (Facilitate educational attainment and healthy development of Lynn Youth and Seniors) and #18 (Increase economic self-sufficiency among low and moderate income residents).

29 Somali Refugee Health Support Program funding for operational expenses addresses Strategic Plan Objectives #14 (Facilitate educational attainment and healthy development of Lynn Youth and Seniors) and #17 (Promote access to health care services).

30 Summer Youth Employment funding for jobs for Lynn youth between the ages of 16-21 addresses Strategic Plan Objectives #14 (Facilitate educational attainment and healthy development of Lynn Youth and Seniors) and #18 (Increase economic self-sufficiency among low and moderate income residents).

31 Youth Assistance funding for operational expenses addresses Strategic Plan Objective #14 (Facilitate educational attainment and healthy development of Lynn Youth and Seniors).

32 Healing Abuse Working for Change funding for operational expenses addresses Strategic Plan Objectives #15 (Promote safe neighborhoods); #17 (Promote access to health care services) and #18 (Increase economic self-sufficiency among low and moderate income residents).

33 MediClerk Program funding for operational expenses addresses Strategic Plan Objectives # 8 (Create new businesses and jobs) and #18 (Increase economic self-sufficiency among low and moderate income residents).

34 Lynn Arts/Family Friendly Lynn funding for operational expenses addresses Strategic Plan Objectives #9 (Encourage Downtown revitalization); #15 (Promote safe neighborhoods) and #16 (Support community diversity).

35 Family Nurturing Parent Program funding for operational expenses addresses Strategic Plan Objectives #14 (Facilitate educational attainment and healthy development of Lynn

Youth and Seniors); #15 (Promote safe neighborhoods); #16 (Support community diversity) and #18 (Increase economic self-sufficiency among low and moderate income residents).

36 Community Policing funding addresses Strategic Plan Objectives #9 (Encourage Downtown revitalization) and #15 (Promote safe neighborhoods).

Amend. Beyond our Shore funding for operational expenses addresses Strategic Plan Objectives #14 (Facilitate educational attainment and healthy development of Lynn Youth and Seniors) and #16 (Support community diversity).

Amend. Arts after Hours funding for operational expenses addresses Strategic Plan Objectives #9 (Encourage Downtown revitalization); # 15 (Promote safe neighborhoods) and #16 (Support community diversity).

Amend. Youth Street Outreach Project funding for operational expenses addresses Strategic Plan Objectives #14 (Facilitate educational attainment and healthy development of Lynn Youth and Seniors); #15 (Promote safe neighborhoods) and #16 (Support community diversity).

Amend. Cultural District Coordination funding for operational expenses addresses Strategic Plan Objectives #9 (Encourage Downtown revitalization); #15 (Promote safe neighborhoods) and #16 (Support community diversity).

Amend. Return Ride Home Program funding for operational expenses addresses Strategic Plan Objective #14 (Facilitate educational attainment and healthy development of Lynn Youth and Seniors).

Amend. Dog Park Renovations address Strategic Plan Objectives #15 (Promote safe neighborhoods) and #16 (Support community diversity).

40 Homeownership Programs address Strategic Plan Objectives #1 (Increase homeownership opportunities among low and moderate income households); # 2 (Strengthen and revitalize neighborhoods) and #5 (Preserve and increase affordable housing for low and moderate income households).

41 Rehabilitation Loan and Grant Programs funding addresses Strategic Plan Objectives #2 (Strengthen and revitalize neighborhoods) and #5 (Preserve and increase affordable housing for low and moderate income households).

42 CHDO Support funding addresses Strategic Plan Objectives #4 (End chronic homelessness and provide supportive housing programs) and #5 (Preserve and increase affordable housing for low and moderate income households) and Special Needs Objective #B (Increase percentage of homeless persons staying in PH over 6 months to at least 71.5%).

43 Neighborhood Stabilization Program addresses Strategic Plan Objectives #2 (Strengthen and revitalize neighborhoods) and #3 (Develop foreclosure prevention program to include education and neighborhood stabilization activities).

44 Tenant Based Rental Assistance Program funding addresses Strategic Plan Objectives #2 (Strengthen and revitalize neighborhoods); #4 (End chronic homelessness and provide supportive housing programs) and #5 (Preserve and increase affordable housing for low and moderate income households).

45 Non-profit Organization Assistance addresses Strategic Plan Objectives #2 (Strengthen and revitalize neighborhoods); #4 (End chronic homelessness and provide supportive housing programs) and #5 (Preserve and increase affordable housing for low and moderate income households).

46 Non-profit Support addresses Strategic Plan Objectives #2 (Strengthen and revitalize neighborhoods); #4 (End chronic homelessness and provide supportive housing programs) and #5 (Preserve and increase affordable housing for low and moderate income households).

48 Multi-Service Center Program funding for operational expenses addresses Strategic Plan Objective #4 (End chronic homelessness and provide supportive housing programs); and Special Needs Objectives #C (Increase percentage of homeless persons moving from TH to PH to at least 63.5%); #D (Increase percentage of homeless persons employed at exit to at least 19%) and #E (Decrease the number of homeless households with children).

49 Coming Together Day Program funding for operational expenses addresses Strategic Plan Objective #4 (End chronic homelessness and provide supportive housing programs); and Special Needs Objectives #C (Increase percentage of homeless persons moving from TH to PH to at least 63.5%); #D (Increase percentage of homeless persons employed at exit to at least 19%) and #E (Decrease the number of homeless households with children).

50 Funding for the Multi-Service Center Security Assistant addresses Strategic Plan Objectives #4 (End chronic homelessness and provide supportive housing programs) and #9 (Encourage Downtown revitalization); and Special Needs Objectives #C (Increase percentage of homeless persons moving from TH to PH to at least 63.5%) and #D (Increase percentage of homeless persons employed at exit to at least 19%).

51 Funding for Rental Assistance addresses Strategic Plan Objectives #2 (Strengthen and revitalize neighborhoods); #4 (End chronic homelessness and provide supportive housing programs) and #5 (Preserve and increase affordable housing for low and moderate income households).

53 Funding for Independent Ways addresses Strategic Plan Objectives #2 (Strengthen and revitalize neighborhoods); #4 (End chronic homelessness and provide supportive housing programs) and #5 (Preserve and increase affordable housing for low and moderate income households).

54,55 Funding for Lynn Housing Authority and Neighborhood Development addresses Strategic Plan Objectives #2 (Strengthen and revitalize neighborhoods); #4 (End chronic homelessness and provide supportive housing programs) and #5 (Preserve and increase affordable housing for low and moderate income households).

56 Funding for Commonwealth Land Trust addresses Strategic Plan Objectives #2 (Strengthen and revitalize neighborhoods); #4 (End chronic homelessness and provide supportive housing programs) and #5 (Preserve and increase affordable housing for low and moderate income households).

57, 58 Funding for Emmaus addresses Strategic Plan Objectives #2 (Strengthen and revitalize neighborhoods); #4 (End chronic homelessness and provide supportive housing programs) and #5 (Preserve and increase affordable housing for low and moderate income households).

59 Funding for North Shore Community Action Program addresses Strategic Plan Objectives #2 (Strengthen and revitalize neighborhoods); #4 (End chronic homelessness and provide supportive housing programs) and #5 (Preserve and increase affordable housing for low and moderate income households).

60 Funding for Serenity Supportive Housing addresses Strategic Plan Objective #4 (End chronic homelessness and provide supportive housing programs).

1 (b) Affirmatively Furthering Fair Housing

The City of Lynn, Massachusetts and the Lynn Housing Authority & Neighborhood Development (LHAND) are committed to the goals of eliminating discrimination in housing and affirmatively promoting fair housing choice for all citizens regardless of race, color, religion, sex, disability, familial status or national origin. Further, the City and LHAND, which administers all CDBG, ESG, HOME, McKinney-Vento Homeless Assistance, HOPWA, HPRP, CDBG-R, Public Housing and Section 8 housing-related programs in Lynn, are committed to the goal of integrating fair housing planning efforts into the City's overall housing and community development Consolidated Planning process. In the implementation of all activities covered under the Consolidated Plan for Housing and Community Development, the City and LHAND intend to affirmatively promote housing choice and to comply with all legal and statutory responsibilities with respect to fair housing including the provisions of the Fair Housing Act, the Housing and Community Development Act of 1974, the National Affordable Housing Act of 1990, HUD Consolidated Planning and other pertinent regulations.

LHAND has experience with creating affirmative marketing procedures and requirements for rental and homebuyer projects and understands that the jurisdiction is responsible for developing procedures for any HOME funded projects containing 5 or more units.

The project specific affirmative marketing requirements and procedures will include:

Methods for informing the public, owners and potential tenants about Federal Fair Housing Laws and LHAND's affirmative marketing policy such as the use of Equal Housing Opportunity logotype or slogan in press releases and solicitations for owners as well as written communication to fair housing and other groups;

Requirements and practices each owner must adhere to in order to carry out LHAND's affirmative marketing procedures and requirements such as the use of commercial media, use of community contacts, use of Equal Housing Opportunity logotype or slogan and display of fair housing poster; and,

Procedures to be used by owners to inform and solicit applications from persons in the housing market area who are not likely to apply for the housing without special outreach such as the use of community organizations, places of worship, employment centers, fair housing groups or housing counseling agencies;

Based on the information summarized above, the city has not identified any City law, regulation, administrative policy, procedure or practices that has created a significant demonstrated impediment to fair housing choice within the City of Lynn. Although there continues to be challenges the City and LHAND continue to make progress, striving to overcome housing discrimination through continuing efforts to reduce or eliminate impediments to fair housing within the City. These impediments and the actions to be undertaken by the City and/or LHAND to address them are summarized below:

Housing Discrimination - The City and LHAND will continue to implement policies and procedures to respond quickly to fair housing related complaints. As part of its ongoing reporting, the City will provide a summary of complaints received and their resolution, as well as report on ongoing and new activities during the reporting period;

Action Steps - Please note that the LHAND has established a **Fair Housing Grievance Procedure**, which provides the reader with instructions on how to file a fair housing complaint.

Disparate Homeownership Rates by Minorities - The City and LHAND will continue to work to increase homeownership among low and moderate income households, especially minority households. As noted further in this report, the rate of minority homeownership has been increasing in Lynn. As part of its ongoing reporting, the City will provide updated information on overall minority homeownership trends as well as minority composition of participants in City-sponsored homeownership programs. The City will also report on actions taken to address this impediment during the reporting period;

Action Steps - As a specific example, LHAND has offered its First Time Homebuyers Class in other languages as needed to serve various minority groups (i.e. Hispanic). Additionally, LHAND offers all program related literature in several languages. Another result of these steps taken is the fact that LHAND's Family Self-Sufficiency (FSS) and other homeownership programs have produced 125 First Time Homebuyers, over 65% of whom are minorities.

Disparate Levels of Participation in Housing Programs by Minority Groups - Ongoing reporting will identify the level of participation in City and LHAND funded housing programs by minority group category. The City will also report on actions taken to address this impediment during the reporting period;

Action Steps - Specifically, LHAND continued to outreach to all minority groups to ensure participation in city funded housing and related programs. This has involved attending community meetings in Lynn's neighborhoods, advertising in minority newspapers, and/or postings in cultural centers. In addition, the Neighborhood Services reception position is staffed by a bi-lingual employee - which facilitates the promoting of the programs to the minority community in accordance with LHAND's LEP Policy.

Economic Inequality - The City will continue to promote the economic empowerment of low and moderate income residents by bringing new jobs into the City and by supporting job readiness, job training and job placement efforts. Ongoing reporting will identify the income status of residents served by City funded program activities as well as report on actions taken to address this impediment during the reporting period.;

Action Steps - LHAND also applies for resident initiative grants that help support public housing

residents with job training, life skills training, case management and other services with the ultimate goal of becoming economically self-sufficient. As previously noted, 125 FSS families have completed the program by becoming homeowners.

Homelessness and Special Needs - The City and LHAND will continue to support the McKinney/PACT Continuum of Care collaborative and local community-based development organizations to promote a full range of housing options for special needs and homeless persons. Ongoing reporting will provide information on the persons served by category as well as persons provided with permanent and other housing types;

Action Steps - LHAND has taken specific steps to alleviate the issues of homelessness by a) securing McKinney funds to provide **13** additional units of supportive housing for chronically homeless individuals; b) applying for renewal funds for the Shelter Plus Care program and several SHP Permanent & Transitional Housing Programs; and c) has either put on-line or preserved over 600 units of housing for the special needs population. Please note that LHAND acts as the LEAD agency for all McKinney-Vento funds in the city of Lynn - LHAND sub-contracts with service agencies for the provision of housing and services for the homeless population.

Lynn PACT continued its collaboration with the North Shore HOME Consortium under the North Shore Housing Action Group (NSHAG) to address homelessness on a Regional basis. LHAND is a co-convenor along with the North Shore Community Action Program of Peabody. NSHAG received and spent an initial grant to coordinate homeless prevention and housing services for the Essex County region. This group remains in effect. In addition, Lynn, through LHAND continued to administer Homelessness Prevention and Rapid Re-housing Program (HPRP) funds to prevent homelessness and rapid re-house individuals and families that are currently homeless. Approximately \$1,033,392 of HPRP funds were spent through June, 2012. Additionally, as of this writing, the Lynn Housing Authority Development Group (non-profit arm of the LHAND) has administered \$112,887.75 in Emergency Solutions Grant funds to prevent homelessness and to rapidly re-house those already experiencing homelessness. Please note that the ESG reporting requirement has been met by LHADG and the report has been submitted to OECD under separate cover.

These efforts are vital to Lynn's mission to eliminate housing discrimination, remove impediments to fair housing choice, and respond to discrimination complaints. In addition, the City intends to review this report and all relevant documents with the public at large through the Consolidated Plan hearing and meeting process. Public input regarding policies and procedures designed to eliminate impediments and improve fair housing choice will continue to be solicited and considered.

Minority Outreach Program

LHAND has established a minority outreach program to ensure the inclusion, to the maximum extent possible, of minorities and women, and entities owned by minorities and women, in order to facilitate the activities of LHAND to provide affordable housing authorized under the HOME or any other federal housing law applicable.

LHAND's minority outreach program includes:

Placing qualified small and minority businesses and women's business enterprises on solicitation lists;

Assuring that small and minority businesses, and women's business enterprises are solicited whenever there are potential sources;

Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses and women's business enterprises;

Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses and women's business enterprises;

Using the services and assistance of the Small Business Administration, and the Minority Business Development Agency of the Department of Commerce; and,

Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed above.

**HOME & CDBG Program Utilization: 7/1/12 - 6/30/13
City of Lynn**

Program	Total Clients	White	Black	Hispanic	Asian	Native American
Development Area Grant	0	0	0	0	0	0
Rehab Loan Program	4	3	0	1	0	0
Homeownership Program	19	10	1	6	2	0
FSS Match Single Family	0	0	0	0	0	0
TBRA	23	12	3	8	0	0
TOTAL	46 (100%)	25 (54%)	4 (9%)	15 (33%)	2 (4%)	0 (0%)

**Statistics for the Infill Housing Program:
City of Lynn**

For 7/1/12-6/30/13

Race/Ethnicity	Number of Homes Sold	% Of Homes
White	1	25%
Black	0	0%
Hispanic	0	0%
Asian	2	50%
Other	1	25%
TOTAL	4	100%

The Lynn Housing Authority & Neighborhood Development continues to implement neighborhood revitalization strategies in areas of the city that have the highest concentration of older housing stock and low income families which is basically the “urban core” of the city. By offering housing development and improvement programs along with tenant-based rental assistance as well as focusing on needed social services, quality of life issues are addressed and evaluated. All of these areas have a high percentage of low-income, minority households - many of which are single females. LHAND is beginning to work in a new target area known as the

Washington Gateway area. The same strategies that were implemented in the four successful target areas will be followed in this area.

Lynn has been very aggressive in creating homeownership opportunities for low moderate households. Our focus over the past year has not only been in offering homebuyer assistance but has also been in sustaining homeownership through a variety of avenues such as preparedness, maintenance and fiscal responsibility.

In addition to the regularly scheduled first-time homebuyers classes offered both in English and Spanish, seminars are given on home preservation and maintenance, landlord-tenant relations, small business finances and budgeting and foreclosure prevention.

Over the past year, LHAND has offered three (3) Post-Purchase Workshops in partnership with Mass Housing Partnership (MHP). The Post-Purchase Workshop covers topics including home maintenance, budgeting, insurance and legal issues. Our goal is to ensure that our homeowners remain homeowners by providing them with as many tools as possible to be successful.

LHAND also offers one-on-one counseling for potential homebuyers through the "**HOMEBUYER CLUB**". Last year, a total of fifty-four (54) participants enrolled, fourteen (14) throughout last year. LHAND's Homebuyer Club is a FREE program for people who are seeking more information about the process of buying a home. The Club provides step-by-step instructions from homebuyer educators who understand the needs of first-time buyers. The Club has two tracks; Homebuyer Express (HBX) for those participants who have taken the First Time Homebuyer Class and are moving forward with the closing process and Homebuyer Intensive (HBI) for those who may need guidance before transitioning from rental to homeownership. Each track is customized to the needs of individual participants. The Club offers support from pre-purchase through post purchase to homebuyers purchasing in the City of Lynn. Participants receive guidance and information on topics such as goal setting, creating a budget, repairing credit, obtaining a loan, finding the right home, home inspections, selecting homeowners insurance, what to expect at closing, and the responsibilities that come along with owning a home.

Please note that, relative to all other communities in the North Shore region of Massachusetts, the City of Lynn still provides well above the 10% goal (13% or 4,500 units) of low-income housing established under the State's Chapter 774 Anti-Snob Zoning Laws. With the creation of the new and revised homebuyer programs the city of Lynn will provide homebuyer opportunities for all minority groups and families at or below 80% of AMI.

ADDRESSING FORECLOSURES:

In *February* of 2009 the City and LHAND partnered to create a Foreclosure Task Force, from the Task Force came the creation of the current Abandoned and Foreclosed Property Ordinance that requires property owners to register with the City. The institution of the Ordinance has generated over **\$550,000** in revenue for the City and has prompted the creation of an Abandoned Properties List which includes approximately **832** properties from April 2009 to date. The number of properties has decreased since 2012 which is a positive sign that the market may be changing for the better.

For the last couple of years, LHAND has been involved in two First-Look Foreclosure Programs. The First-Look Programs give qualified non-profits first priority to purchase foreclosed homes in target neighborhoods. The programs typically have a fifteen day window where qualified non-profits can accept or decline a price before the home goes on the open market. Two of these programs are: (1) National Community Stabilization Trust (NCST) & Citizen's Housing and Planning Association's (CHAPA) Foreclosed Property Initiative: Lynn Housing Authority & Neighborhood Development (LHAND), Neighborhood Development Associates Inc. (NDA), and Affordable Housing Associates of Lynn (AHL) have been certified as qualified purchasers through this program. The non-profits have acquired three homes through this program. (2) Fannie Mae First-Look Program: The Fannie Mae Program allows owner-occupants or individuals/ organizations using public funds 15 days to make an offer on the property when a property first goes on the market. In addition, the Fannie Mae Homepath Website has been extremely helpful to LHAND's First Time Homebuyer participants.

Another Foreclosure Program that LHAND has been involved with is the Attorney General's Abandoned Property Grant. The City and LHAND received **\$150,000** in grant funds for a receivership program to supplement rehab funds for homeowners purchasing foreclosures and an additional amount of **\$20,000** for the purchase and rehab of a foreclosed property. The program was able to assist nine (9) homebuyers for a total of \$46,000; five (5) loans were committed to existing homebuyers in the amount of \$74,000; and eight (8) exterior grants totaling \$24,000 were awarded to homeowners in the Essex/Jackson Street target area.

Over the past year, LHAND has used a number of other methods to track foreclosures in the City including: Registry of Deeds, Bankers & Tradesman , the HUD Auction Website, REO Clearinghouse, City of Lynn Abandoned Properties Registry, City of Lynn Public Property List, and real estate listings. The LHAND staff monitors foreclosures on a daily basis and is active in the neighborhoods tracking foreclosures while working with the City of Lynn on various initiatives such as the AG's Abandoned Properties Grant and tax lien properties. LHAND has acquired two properties from the City that have been vacant eyesores to the surrounding neighborhood for many years.

FORECLOSURE PREVENTION:

Foreclosure prevention services are the second major activity in LHAND's two-pronged approach to dealing with foreclosures. Under a unique partnership with Neighborhood of Affordable Housing (NOAH) and Neighborhood Legal Services, LHAND is able to provide foreclosure counseling, workshops and legal services to homeowners in Lynn facing foreclosure. During the past year, LHAND was able to leverage funds from the United Way of Mass Bay & Merrimack Valley and Mass Housing Finance Agency (MassHousing) to provide services to over 240 families with close to 93 having their mortgage loans modified.

1 (c) Affordable Housing

Since 1998, the Lynn Housing Authority & Neighborhood Development (LHAND) has been overseeing the city's housing grant and loan programs. During this period, LHAND has implemented a number of significant programmatic changes based on the current needs of Lynn's residents and their neighborhoods. The overall strategy has been designed to target CDBG and HOME resources within specific inner-city neighborhoods (urban core). It is a strategy that attempts to balance the needs of low-income renters against the need to retain renter households

with disposable income, expand homeownership into neighborhoods with low ownership rates, improve the physical condition of existing housing stock, and enhance the quality of life in the city's urban core. LHAND diligently markets the programs but in the past year interest in the programs has been affected by the current market trends; however, towards the end of the fiscal year activity has picked up considerably and next year looks like it will be very active. In addition, LHAND has been able to increase the level of investment within the urban core which has also increased the number of rental units assisted by the city.

This year, with the help of additional funding resources such as **Lead Paint Hazard Control Grants (I&H)**, **Healthy Homes Initiative** and the **Attorney General Abandoned Property Grant**, LHAND was able to provide funding mechanisms to homeowners looking to purchase, rehab and de-lead units in LHAND's targeted neighborhoods as well as ensuring that these units are safe for occupants. The Lead Paint Hazard Control Grants have been a tremendous resource whereas it provides grant funding to eliminate lead and alleviates the monetary burden from the new homebuyers and makes the home safe for young children.

LEAD PAINT HAZARD CONTROL GRANT:

With the awarding of the Lead Hazard Control Grants, (09 & 11) the City of Lynn, through the Lynn Housing Authority & Neighborhood Development (LHAND), began a comprehensive lead paint abatement program and reaffirmed its' commitment to providing decent, safe, and affordable housing for all Lynn residents while ensuring that low-income families no longer have to choose between a lead-safe environment for their children and housing they can afford. The program will provide lead paint abatement for 240 units, blood lead screening, economic and training opportunities for low and moderate income individuals and businesses and will provide primary prevention services in the form of outreach and education to Lynn's most vulnerable population. To date, Lynn's lead paint abatement program has conducted three EPA-certified trainings for Lead-Safe work practices, conducted community outreach to well over 8,000 residents, and have enrolled and evaluated over 198 units for de-leading for a cost of \$1,538,959. Currently the program has over 30 units in the pipeline. As of last quarter's report assessment, the program was deemed to be exceeding its benchmarks, received an overall performance rating of 100 out of 100, and has received a Green designation for each quarterly report to date.

Rehabilitation Grant & Loan Programs

This year, a total of approximately 33 housing units were impacted by LHAND's housing grant and loan programs; of this number, 25(75%) were owner units and 8(25%) were renter units.

Of the total number of owner units affected, 0 (0%) were in the 0%-30% of Median Family Income (MFI), 1 (4%) was in the 31%-50% of MFI, and 24 (96%) were in the 51%-80% of MFI.

Regarding renter households, 5 (59%) were in the 0%-30% of MFI, 3 (41%) were in the 31%-50% of MFI and 0(0%) were in the 51%-80% of MFI. The increase in program participation by renter households indicates that LHAND's targeted neighborhood strategy is reaching a large number of the city's low income minority households located within the urban core. These figures do not reflect the number of renters who also participated in LHAND's First Time Homebuyer Training Program during the past year.

Lynn's progress in meeting its specific objectives of "increasing the supply of affordable housing, including increasing affordable homeownership opportunities" can be measured by the following information:

Development Area Grant:

	0% - 30% Median:	31%-50% Median:	51%-80% Median:	80% + (NRSA)
Owner Units:	0	0	0	0
Renter Units:	0	0	0	0

Rehab Loan Program:

	0% - 30% Median:	31%-50% Median:	51%-80% Median:	80% + (NRSA)
Owner Units:	0	0	4	0
Renter Units:	0	2	0	0

Since the inception of the rehab loan program in 1979 and the down payment assistance loan program in 1992, the City of Lynn and Lynn Housing Authority and Neighborhood Development have granted over \$23 million in loans and have experienced a default rate of approximately 10 percent.

Homeownership and Construction Programs

The City's goals for FY' 12 were to assist 20 new housing units and/or new homeowners, with 100% or more of CDBG funds and 100% of HOME funds benefiting low/moderate income residents. Actual progress was made in assisting 29 new housing units and/or new homeowners, with 100% of CDBG funds and 100% of HOME funds benefiting low/moderate income residents over the following income ranges and 0 rental units received funding for rehabilitation, all of which were under 50% of AMI.

Homeownership (Realizing the Dream and Soft Second):

	0% - 30% Median:	31%-50% Median:	51%-80% Median:	80% over
Owner Units:	0	1	18	0
Renter Units:	0	2	0	0

New Construction of Affordable Homeownership & Rental Units

	0% - 30% Median:	31% - 50% Median:	51% - 80% Median:
Homeowner Units	0	0	5
Renter Units:	0	0	0

Neighborhood Stabilization Program:

	0% - 30% Median:	31 % - 50% Median:	51 % - 80%
Median:			
Homeowner Units	0	0	3
Renter Units:	0	0	0

Non-Profit Organization, Developer & CHDO Reserve

The City's goals for FY' 12 were to make 10 additional affordable rental opportunities available through the rehabilitation or construction of rental units. Actual progress was made in the rehabilitation of 19 units available to renters with the following income ranges:

Non-Profit Organization Support:

	0% - 30% Median:	31 % - 50% Median:	51 % - 80% Median:
Renter Units:	0	9	

CHDO Program:

	0% - 30% Median:	31 % - 50% Median:	51 % - 80% Median:
Renter Units:	0	0	0

Developer Program:

	0% - 30% Median:	31 % - 50% Median:	51 % - 80% Median:
Renter Units:	2	8	

Tenant Based Renter Assistance Programs

The City's goal for FY 12 was to assist 10 low/moderate income elderly, working families, recently unemployed or abused women. Actual progress was made in assisting 23 renters over the following income ranges in the amount of \$94,610.88:

TBRA for the Elderly, Working Families & Unaccompanied high school youth:

	0% - 30% Median:	31 % - 50% Median:	51 % - 80% Median:
Renter Units:	22	1	0

1 (d) Continuum of Care Narrative:

The Lynn PACT (People Acting as a Collaborative Team) is a coalition of agencies formed to eliminate homelessness in the city of Lynn. Over the past 19 years, Lynn PACT has met to

develop and implement a *continuum of care* strategy. They have incorporated both HUD and non-HUD resources to coordinate and deliver care to homeless people living in Lynn. The key aspect of Lynn PACT is the development of a broad based coalition of agencies working together to address the needs of homeless individuals and families by providing an array of housing opportunities with supportive services. The coalition's philosophy is that care is best provided by encouraging homeless people to access multiple agencies which specialize in services that the homeless person needs even though that agency may not traditionally be considered a provider of services to homeless people. They strongly believe this level of referral, cooperation and coordination of services provides homeless people with a higher level of care than can be provided by a single agency trying to provide all services only to homeless people. Lynn PACT currently operates two Shelter Plus Care contracts (overseen by LHAND) and provides supportive housing units for both families and individuals - with a focus on the chronically homeless population. Additionally, several SHP permanent housing programs currently serve Lynn's homeless population through collaborations with the YMCA, Project COPE, and Affordable Housing Associates of Lynn (AHL).

With the establishment of the regional North Shore Housing Action Group, Lynn PACT'S services to the area's homeless individuals and families are now being coordinated on a regional basis with members from the North Shore HOME Consortium, the continuum that represents approximately 24 cities and towns in Essex County. This has proven beneficial to the homeless population of the region, many of whom travel between cities regionally. By collecting data on a regional basis, we will have accurate information on the needs of this group and be in a better position to coordinate services and resources.

The North Shore Housing Action Group (NSHAG) has been instrumental in getting the Lynn HPRP funds "on the street" and provides case management and referrals for other emergency based prevention and re-housing dollars. Unfortunately, as of September 30, 2011, funding under the Massachusetts Inter-Agency Council on Housing & Homelessness expired. However, LHAND will continue to work with NSHAG regionally, as well as operate the HPRP program to prevent homelessness and re-house families and individuals among Lynn individuals and families.

In addition to the above-mentioned efforts, the City has used Emergency Solutions Grant funds for operational expenses at the Day Program (formerly the Service Coordination Center) to provide staff support and a suitable facility from which the services are provided. LHAND was awarded funds to support 100 vouchers under HUD's Non-Elderly Persons with Disabilities Rental Voucher Program, which will provide subsidized housing dollars for many of the people served by Supportive Housing Programs.

1 (e) Other Actions

Over the past 15 years, LHAND has focused the city's housing resources on Lynn's urban core neighborhoods. Reversing years of disinvestment, LHAND developed a comprehensive strategy to improve the quality of life for many of Lynn's low and moderate-income residents by improving the housing stock and code enforcement activities. One of the strategies to meet the City's goal of fostering and maintaining affordable housing has been to offer a range of rehabilitation loans and grants designed to correct code violations and preserve the market appeal and viability of the older inner city neighborhoods. In doing this, Lynn encourages private

investment and preservation in the older housing stock which might otherwise be lost through abandonment, arson or demolition. The need for reinvestment in the urban core neighborhoods has become **even more critical** with the foreclosure crisis, the declining economy and the high unemployment rate that has hit the city over the past six years. We have found that the majority of foreclosures have been to multi-family homes, owned by minority homebuyers, in the inner city neighborhoods, which further leads to the displacement of low income rental families.

Four major neighborhoods were originally targeted - the Warren/Shepard Street area, Franklin Street (St. Jean's Development), the Highlands (Hamilton/Herbert Street area in the Highlands and Essex/Fayette Street. Since then, a fifth area known as the Washington Street Gateway neighborhood has been identified. This area, located in the Downtown section of Lynn, has seen significant disinvestment over the years. All of these areas are located in Lynn's Urban Core.

During the past six years, relevant information and statistics have been gathered and neighborhood meetings held to identify issues and development plans. To date, redevelopment projects have been completed in four of the initial neighborhoods and these neighborhoods are reaping the benefits of new housing units as well as other infrastructure improvements such as sidewalks, street trees, improved traffic patterns, etc. Revitalization in the fourth targeted area (Essex/Fayette Street) is completed with the development of 8 single family homes and the complete renovation of another single foreclosed property. The work that was started on Fayette Street- Fayette Farms- is completed and all five houses have been sold to first time homebuyers. Loans and grants were offered to the existing neighbors and all infrastructure improvements were completed. A traffic study was also completed and plans to implement the proposed improvements are ongoing.

A Master Plan or "vision" has been completed for the **Washington Street Gateway Area** (WGA) and LHAND is currently in the process of conducting substantial due diligence for the future mixed-use development opportunities. One major project in the WGA, which is identified as Phase I has been completed. Phase I included the construction of four single family homes along Suffolk Ct; all four homes are completed and three were sold to first time homebuyers with the fourth home under agreement. This project was funded by HOME funds along with other state and private funds. This is the first of many new development projects that will change the overall fabric of this neighborhood.

Phase II is underway and over the past year LHAND, along with Neighborhood Development Associates, has been working with a developer to craft a plan to build a mid-rise mixed use building to accommodate 72 units of rental housing and retail space along the ground level. This project will be the catalyst and will set the standard for future development along the Washington Street corridor. Financial feasibility is now being explored for the project and several meetings have been held with DHCD, the state funding agency. LHAND intends to work diligently over the next year to bring this project to fruition.

Working with the Metropolitan Area Planning Council (MAPC), the Lynn Housing Authority & Neighborhood Development (LHAND) along with the City of Lynn, assisted in securing grant funds under HUD's **Sustainable Communities Initiative** that will provide Metro Boston with up to \$4 million to support regional planning and sustainable development. The funding will provide planning resources for the continuation of Lynn's revitalization of its downtown, specifically the Market Street and Washington Street Gateways. Development initiatives identified for Lynn consisted of planning for the addition of green space, infrastructure improvements, immigrant

entrepreneurial assistance, and modification to existing zoning by-laws. Both LHAND and the City of Lynn are consortium members. The Metro Boston Consortium for Sustainable Communities, with MAPC as the lead applicant, includes 55 municipalities (representing 71% of the region's 3.1 million residents), state agencies, community based organizations, advocacy groups, academic institutions, business interests, foundations, public housing authorities, and other partners. LHAND also submitted a letter of interest to be a part of another new initiative by the Massachusetts Smart Growth Alliance (MSGGA) called Great Neighborhoods. The goal of Great Neighborhoods is to establish partnerships with local entities such as municipalities and community-based organizations to help create communities with a high quality of life that are affordable, diverse, and walkable. The MSGGA continues to seek opportunities to advance initiatives that would exemplify great places to live and work. The letter of interest submitted explained how the Great Neighborhood resources could significantly assist in the progress of the Washington Street Gateway plan and promote the shared vision of both the City of Lynn and the Massachusetts Smart Growth Alliance. LHAND's proposal is prioritized in the top ten proposals, however at this time, only the first five proposals have been awarded assistance, the city of Lynn is currently positioned as a second tier project, awaiting additional funding and resources.

The city continued working with CHDO organizations during the past year and has certified Habitat for Humanity North Shore as a new CHDO. In addition, LHAND provided technical assistance and on-going support to the Union Street Corridor CDC, Project COPE, and the Lynn Home for Young Women which is in the midst of a large major renovation expansion project to their facility that will yield 42 affordable units for individuals under 50%/60% of AMI. This project is expected to be fully rented by Fall 2012. LHAND also worked with other non-profit agencies on housing issues ranging from homelessness to economic empowerment for low-income families.

As stated above in the section on Analysis of Impediments to Fair Housing, it has been determined that Lynn has not created any barriers to affordable housing. Nevertheless, the city will continue to address the need to affirmatively market new housing resources to Lynn's linguistic minorities. During the reporting period, twenty six (26) new minority homeowners were provided assistance through LHAND's First-Time Homebuyer & Infill Programs, which is more than 62% of the total homebuyers we helped this reporting period.

All of the Public Housing Resident Initiatives as identified in the action plan were carried out in the past year. These initiatives placed additional emphasis on the areas of economic independence and the development of a strong resident association.

1 (f) Leveraging Resources

a) Housing Programs - Lynn's housing loan and grant programs have continued to successfully leverage other public and private resources that address needs identified in the annual action plan. The CDBG funded Housing Preservation Grant leverages approximately \$1 in private resources for each \$ 1 in public funding. The HOME funded Homebuyer Assistance Loan program leverages approximately \$15 in private resources for each \$1 in public funding. The HOME funded Single Family Rehabilitation Loan program leverages approximately \$.20 in private resources for each \$1 in public funding.

The agency's policy of utilizing local CDBG and HOME funds as seed money to attract both public and private funding resources to Lynn's real estate market is beginning to pay large dividends. LHAND is currently supporting a number of housing rehab and new construction projects with \$2 million of HOME funds that is leveraging approximately \$12.6 million of development.

b) Non- Housing Programs - During the past fiscal year the OECD expended over \$260,000 in CDBG funds for a variety of community facility projects. These activities included park and playground renovations, infrastructure improvements, and renovation projects. The OECD allocated \$15,000 in CDBG funds to undertake comprehensive park improvements to Neptune Boulevard Park, a multi-purpose recreational facility. This activity is consistent with the park renovation priorities listed in the City's Open Space and Recreation Plan. CDBG funding leveraged an additional \$400,000 in state funds and another \$400,000 in municipal bond funding to complete this project. Approximately \$50,000 in CDBG funds was allocated to repoint exterior masonry walls of the Multi-Service Center, a city-owned facility which provides emergency shelter and support services to Lynn's homeless population. This funding leveraged an additional \$50,000 in state funds to maximize this renovation project. The City allocated \$25,000 in CDBG funds to obtain a state urban forestry grant of \$28,000 to plant over 120 trees along school properties. The City completed design and engineering services for the historic restoration of the Lynn Commons bandstand. A state grant of \$795,000 will be used to undertake construction this activity during the upcoming fiscal year. Additionally, OECD allocated over \$120,000 in CDBG funds to leverage a \$500,000 state grant to undertake long-needed capital improvements to a publicly-owned marina over a two year period. During the summer of 2012 the OECD secured over \$220,000 and collaborated with the North Shore Work Force Investment Board to continue its Summer Youth Employment Program for teenage participants. Approximately 150 teenage youth were employed full time in either public or private job settings for an eight week period. Twenty-four private businesses/non-profit agencies and twelve municipal departments participated in the program, with the businesses contributing (\$40,000) towards the costs of their summer youth workers. Priority was given to participants of low and moderate income. The Lynn Municipal Finance Corporation (LMFC), a subrecipient, administered \$300,000 in CDBG funds for 2 business loans, which leveraged \$635,000 in private capital.

1 (g) Citizen Comments

The Citizen Comment period has expired and no comments were submitted during the public comment period.

1 (h) Self Evaluation

i) Are the activities and strategies making an impact on identified needs? All of the activities and strategies that are being carried out are consistent with both the planning objectives and special needs objectives that are identified in the Five-Year Consolidated Plan.

Notwithstanding the above, Lynn's action plan more clearly defines the connection between some of the specific CDBG funded activities and some of our strategic priority goals. For example, CDBG funds were targeted with other public & private funding to enhance concentrated economic development projects in the downtown. In addition, Lynn has designated several neighborhood targeted areas and will concentrate its housing construction, rehabilitation and homebuyer resources in these areas. As such it is expected that these efforts will produce a more measurable impact in arresting neighborhood deterioration.

The City is currently utilizing a performance measurement system as a management tool to more effectively evaluate the impact of CDBG, HOME, HPRP, and ESG activities. This system is consistent with the criteria listed in Appendix C of HUD Notice: CPD-03-09.

ii) The indicators that best describe our assessment that Lynn's activities and strategies are having a positive impact on our identified needs are the following:

- the number of vacant businesses and storefronts appears to be lower than at any time in more than a decade.
- there has been a noticeable increase in the number of people and youth organizations using Lynn's parks and playgrounds.
- a comprehensive social service network is in place to address the varied needs of Lynn's diverse population.
- the increased number of first-time homebuyers that took advantage of city homeownership programs as well as the number of existing homeowners that utilize housing grant and loan programs.
- the increased participation in housing programs by members of Lynn's minority community.
- a comprehensive continuum of care strategy is in place to address the varied needs of Lynn's homeless and near homeless population - including the number of people that access the Homeless Prevention and Rapid Rehousing (HPRP) funds as collected through the quarterly reporting system.
- the City has a variety of small business and micro loan products to help the growing number of minority owned retail and service oriented businesses throughout the City.
- increase in the number of private employers participating in the Summer Youth Employment Program.

iii) Other than a depressed economy and the lack of sufficient funding to implement the various housing and economic development initiatives, there are no additional barriers that are negatively impacting the City to proceed with its overall vision as identified in the Annual Action Plan.

iv) The status of grant programs is that all aspects of all grant programs are running smoothly and the grants are being implemented in a timely manner; therefore no major adjustments are needed. Minor adjustments, however, may be made to some of the community

facilities and housing rehabilitation programs as described earlier in this narrative.

v) Increased emphasis has been placed on keeping the IDIS system updated for accurate reporting to HUD on activities.

2 (a) Analysis of the Extent to Which CDBG funds were Distributed Among Different Categories of Housing Needs

The City's priority goals for housing as identified in the Consolidated Plan consist of the following:

1. Increase and sustain homeownership opportunities for 1 - 4 Family Homes.
2. Provide tenant-based rental assistance for low-income working families, recently unemployed, the elderly and disabled, including victims of domestic violence and at risk youth.
3. Encourage investor rehabilitation of rental properties for low and moderate-income families.
4. Train LHAND staff on housing and development activities and increase outreach activities to inform City residents of available programs and resources.
5. Monitor and review the impact of proposed residential development to Lynn's neighborhoods by reviewing residential petitions brought to Lynn's Zoning Board of Appeals, provide site design review technical assistance for other residential projects and participate in city's Site Design Review Committee.
6. Develop a plan to ensure the long-term viability of the Curwin Circle family public housing development; Lynn's only family housing development.
7. Focus renewed efforts on neighborhood stabilization activities to improve conditions in the Urban Core, including the Downtown submarket.
8. Help build the capacity of local CHDO Organizations and Non-profit Agencies as well as work with private sector developers with the goal of involving them in developing solutions to Lynn's affordable housing and neighborhood revitalization needs, possibly by supporting the construction of housing outside of the jurisdiction for Lynn residents.

Our overall assessment of the use of CDBG funds to address these priority goals is that all of our activities were consistent with these objectives and demonstrated progress towards meeting all of the categories of high priority needs (as well as some of the medium and low priority needs) identified in the Consolidated Plan.

Specifically CDBG funds were used to address the following high priority Owner needs:

- a) Cost burdens above 30%,
- b) Correction of physical defects,
- c) Energy efficiency improvements,

- d) Lead based paint hazards, and
- e) Code enforcement.

The following high and medium priority Renter needs were also addressed:

- a) Cost burdens above 30%
- b) Correction of physical defects,
- c) Energy efficiency improvements,
- d) Lead based paint hazards, and
- e) Code enforcement.

In addition, over 99% of the CDBG funded housing program activities benefited low and moderate income persons.

2 (b) Modifications to Program Objectives

The City is continuing to pursue similar program objectives as in recent years and as such, no modifications have been made. As noted in the self-evaluation, Lynn's action plan more clearly defines the connection between some of the specific CDBG funded activities and some of our strategic priority goals. For example, CDBG funds were targeted with other public & private funding to enhance concentrated economic development projects in the downtown and to undertake major improvements to Lynn's parks and playgrounds. In addition, Lynn has designated several neighborhood targeted areas and will concentrate its housing construction, rehabilitation and homebuyer resources in these areas. A major reason for this change was the need to address the foreclosure crisis that has hit Lynn's inner city neighborhoods. As such, it is expected that these efforts will produce a more measurable impact in arresting neighborhood deterioration.

2 (c) Efforts in Carrying Out the Planned Actions

During the past year the grantee has met all of its responsibilities to: 1) pursue all resources that the grantee indicated it would pursue; 2) provide requested certifications of consistency for HUD programs in a fair and impartial manner; and 3) did not hinder Consolidated Plan implementation by action or willful inaction.

2 (d) National Objectives

During the past year all grantee funds were used exclusively for low/mod benefit or the elimination of slums/blight, and the grantee complied with the overall benefit certification.

2 (e) Displacement

During the past year, no displacement from occupied real property occurred as a result of any CDBG assisted activity.

2 (f) Economic Development Activities

Economic Development

Overview

Economic development programs, including investments in infrastructure, offer the potential to generate jobs, increase incomes among low and moderate income households, expand the City's tax revenue base, support vital and safe neighborhoods and leverage substantial private capital.

The Director of the Office of Economic and Community Development and the Executive Director of the Economic Development Industrial Corporation (EDIC) are the designated economic development officials responsible for initiating outreach efforts to enhance “living wage” job opportunities to unemployed and underemployed residents throughout the city’s designated Neighborhood Revitalization Area (NRA). During the past year development officials have met with over 20 established, new and potential businesses to encourage business growth, retention and start-up opportunities. The Lynn Municipal Finance Corporation (LMFC) administered \$300,000 in Community Development Block Grant (CDBG) funds for 2 business loans. These funds leveraged \$635,000 in private capital and will result in the creation of 34 jobs to new workers, many of whom reside within the NRA. The completed project will add \$650,000 to the property tax valuation.

Additionally, as has been the case in past program years, EDIC reinforces the impact of LMFC monies by using a combination of SBA Micro Loan Funds and revolving Loan funds secured from the U.S. Department of Commerce, as well as EDIC internal funds to advance the goals of the Consolidated Plan. During the past year, EDIC made loans in the amount of \$739,000 to encourage job creation/retention, which leveraged \$1,223,000 in private capital. In total 8 loans were made under these various loan programs. As a result of this investment in the business community 154 jobs will be

created and 57 jobs were retained. Loans were made to businesses such as Prism Products, D'Amici's Bakery and Rolly's Tavern. LOECD also provided \$15,000 in CDBG funds to undertake commercial façade improvements to 4 businesses in the downtown area.

During the past year, approximately \$345,034 in CDBG funds was expended to provide funding for 23 public service activities and 37 youth groups, which provided benefits to over 39,000 participants, 80% of whom were of low and moderate income.

During the same period the OECD provided over \$260,000 in CDBG funds for a variety of community facility projects. These activities included park and playground renovations, infrastructure improvements, and renovation projects. Approximately \$50,000 in CDBG funds was allocated to leverage \$50,000 in state funding to continue the repointing of exterior masonry walls of the Multi-Service Center, a city-owned facility which provides emergency shelter and support services to Lynn's homeless population. The City allocated \$25,000 in CDBG funds to obtain a state urban forestry grant of \$28,000 to plant over 120 trees along school properties. The City secured a \$400,000 state grant, as well as \$400,000 in municipal bond financing to undertake comprehensive park improvements to Neptune Boulevard Park, a major recreational amenity. This activity is consistent with the park renovation priorities listed in the City's Open Space and Recreation Plan. Approximately \$15,000 in CDBG funds will be provided as the local contribution to this activity. The City completed design and engineering services for the historic restoration of the Lynn Commons bandstand. A state grant of \$795,000 will be used to undertake construction activity during the upcoming fiscal year. Additionally, OECD allocated over \$120,000 in CDBG funds to leverage a \$500,000 state grant to undertake long-needed capital improvements to a publicly-owned marina over a two year period.

This past summer the OECD secured over \$220,000 and collaborated with the North Shore Work Force Investment Board to continue its Summer Youth Employment Program for teenage participants. Approximately 150 teenage youth were employed full time in either public or private job settings for an eight week period. Twenty-four private businesses/non-profit agencies and twelve municipal departments participated in the program, with the businesses contributing (\$40,000) towards the costs of their summer youth workers. Priority was given to participants of low and moderate income.

Economic Development Needs

While there have been a number of encouraging recent developments, the community continues to experience high rates of unemployment, job losses, persons living below the poverty line and low rates of business expansion, retail sales capture, and commercial tax levies.

In fact, many of the City's challenges and problems related to housing affordability, homelessness, public services, infrastructure, and public safety have their roots in the underlying weaknesses of the local economy. The lack of a robust local economy with good

paying jobs, growing businesses and developable land creates numerous ripple effects that undermine the local housing market, reduce opportunities for Lynn's low and moderate income households, and generate other negative community dynamics.

In order to understand and address local economic conditions, the City has undertaken a series of studies and other activities including completion of a Downtown Workshop in 2004 and an Economic Development Strategy study. Both initiatives were organized by the City with technical assistance from RKG Associates, Inc.

The Economic Development Strategy study reviewed Lynn's tax base characteristics and land use patterns, and identified eight economic opportunity zones within the City where the supply of nearly all industrial and commercial properties exists. Each of these economic zones face different challenges regarding future economic development due to their location within the City, prevailing land uses, the current build-out nature of each zone, and the transportation network, to name a few. Because Lynn is largely built-out, the redevelopment of selected portions of these opportunity zones is where virtually all future economic development in the City will occur. A series of base maps were prepared which illustrate the potential within each of these zones. Further, the potential to increase the employment base and enhance the tax base within each of these zones has been quantified and the policy options to achieve the goals identified.

Key findings of the Economic Development Strategy study are summarized below.

- In 2004, Lynn had an employment base of nearly 24,500 jobs, which was 32% below levels indicated in 1985. In contrast, the region had 166,100 jobs in 2004, reflecting a gain of 10% since 1985.
 - o Major employment losses were in the manufacturing sector, as the loss in these jobs in Lynn (-10,500) accounted for nearly 60% of the loss in manufacturing employment in the region (-17,725), since 1985.
 - o The services, construction and government sectors were the only industries to experience employment growth between 1985 and 2004 in Lynn. However, the growth in services is more recent and concentrated in the health and social service industries.
 - o Retail employment declined in Lynn, but increased in the region. Office employment in Lynn did not increase in the same way as it did in the region. These differences may be attributed to Lynn's location in relation to other areas in the region.
 - o Despite the transition, Lynn still maintains a strong employment base in manufacturing and health service related industries. However, the former may decline in the future as evidenced by historic trends, while the latter may increase in conjunction with the aging of the baby-boom generation.
 - o Pricing of commercial and industrial properties in Lynn is lower in many cases than the region. Lynn's competitive pricing has attracted some users forced out of other areas by higher costs or major redevelopment.

- o The Commonwealth of Massachusetts has placed the Blue-Line extension to Lynn on its 20-year transportation plan. Having this subway link to Boston could improve Lynn's location as an office market destination, especially in conjunction with its waterfront and its close proximity to a labor force and Logan International Airport.
- Lynn's tax base has been adversely impacted by the changes in its employment base.
 - o Residential assessment accounted for nearly 89% of the taxable assessment in 2004, as compared to 75% in 1985.
 - o Because of the split-tax rate, residential properties account for 79% of the tax levy in 2004, as compared to 63% in 1985.
 - o The commercial portion of the tax base did not experience the same type of increase in assessed value as the residential portion, and the industrial portion has experienced little if any increases, since 1985.
- Demographic indicators in Lynn show growth since 1990, as well as changes in the age, income, racial, and ethnic diversity among the base.
 - o Lynn had a population of 90,400 persons in 2004, indicating a growth of nearly 9,100 persons since 1990. Lynn's population is forecasted to increase by another 1,400 persons over the next five years.
 - o Lynn had a higher racial and ethnic concentration than the region, and a higher concentration of lower income households, as evident by lower income levels.
 - o Lynn had a lower educational attainment level than the region, and a higher percentage of residents working in retail, manufacturing and health services. However, more than 70% of Lynn's resident workers commuted outside the City for jobs. This finding, in conjunction with employment declines, suggests the City is becoming more of a bedroom community than an economic center.
- Lynn is losing about \$160 million in retail sales to surrounding communities, and a potential exists for at least 200,000 SF of new retail space to help recapture a portion of this leakage, provided the "right" locations are created to attract Lynn consumers.
- A resurgence of market rate housing in the downtown has occurred, because of a recent zoning change, and nearly 200 units have been developed or are underway. Changing demographics within the downtown will eventually create new business opportunities for retail, restaurants and personal services.
- A survey of 39 local businesses indicated a high percentage of long-time companies and owner-occupants.
 - o Additional parking (58%) and additional land (36%) were indicated as major needs of the respondents, and

- o Sixty-four percent (64%) wanted a follow-up from the City of Lynn's Office of Community and Economic Development to help resolve their specific needs.
- o Seventy-eight percent (78%) indicated that "Downtown Revitalization" was a long-term opportunity for the city, and 61% indicated the "Blue-Line extension", while 40% indicated "high-rise development on the Waterfront"

Economic Development Strategy

According to the study, the City has three basic areas from an economic development perspective on which to focus. These include retention/expansion of existing businesses, the attraction of new businesses to the extent practical, and the redevelopment of existing underutilized parcels and/or buildings within selected zones of the City. Each of these areas is briefly discussed below:

- *Retention/Expansion:* This involves outreach to existing businesses, the possible relocation of selected businesses within the City, and other forms of assistance, particularly for those businesses that are land-locked and want to modernize, expand or consolidate within the City. The recently completed business survey indicated that 24 businesses want to expand/consolidate or relocate within the City, having a potential to create roughly 200 jobs and occupy more than 300,000 SF of building area.
- *Attraction:* The locational attributes of Lynn, coupled with overall trends within the region and the State, suggest that placing significant emphasis on attracting new light industry and/or major office users to the City at this time is not likely to be successful. Instead, the focus should be on encouraging additional market rate housing, where Lynn does have locational advantages, and upgrading the types and quality of retail offerings. This includes not only retail, but also restaurants and selected personal and professional services that typically operate out of storefront locations.
- *Redevelopment:* This refers to attracting new major investment within the city to upgrade the low value properties to higher value uses. Redevelopment can be stimulated with zoning changes including density bonuses, as well as participating in site assemblage, helping to secure funding for Brownfield remediation, and forging public/private partnerships to the maximum extent possible. The newly created Development Increment Financing (DIF) legislation provides an excellent tool in this regard. Redevelopment also applies to neighborhood revitalization in the residential areas within these economic zones and other parts of the City.

Lynn is virtually built-out and future economic development must focus on redevelopment of eight major economic opportunity zones throughout the City, where nearly all the commercial and industrial acreage and building area exists. These eight zones encompass about 1,610 acres, or 18% of the City, and generate approximately 25% of the real property taxes, including 75% of the commercial taxes and 65% of the industrial taxes. Within these zones, there is a total of 12.2 million square feet (SF) of commercial and industrial properties, of which approximately 1.0 million SF are vacant and/or available for rent or for sale. These zones are the logical areas within which to focus economic development efforts. In addition, the residential assessed values in these eight zones are over 50% lower than the citywide average.

Three major opportunity zones have been identified including those with the highest amount of available or vacant building space in the City.

- o *Downtown:* This economic zone accounts for 2% of the acreage in the City and has more than 6% of the building area; however, it contributes 5% of the City's real property taxes. The "Lynn Downtown Workshop" identified a range of short and long-term options for this zone, some of which are currently underway. Since most of the commercial and industrial vacancy in the City is within the downtown, its revitalization will serve to strengthen the current momentum in this zone as well as to enhance the tax base, as assessed values for all property types are below the citywide standards. There are also four Chapter 40B projects in the downtown whose use restrictions may expire within the next seven years. Careful consideration should be given regarding future use of these important affordable housing resources.

Both short and long-term opportunities exist in this economic zone, in addition to what is currently underway. The planned residential project on the waterfront and the possible development of State-owned parcels for office use are two examples. Other long-term opportunities would also exist depending on zoning changes and other policy decisions. Providing density bonuses for new construction, such as allowing 10-story buildings instead of 5-story should be considered. Reducing if not eliminating on-site parking is also recommended given the urban nature of the downtown. Linking the waterfront to the downtown via Market and Broad Street, as indicated in the "Lynn Downtown Workshop" plan would also be a long-term objective. Continuing to support the arts initiative in the downtown is recommended as this has helped other communities in their revitalization. In addition, the City should continue to build on the momentum created from the "Lynn Downtown Workshop", and actions to remove conflicting uses should be implemented, as well as a new parking garage in the future.

- o *Central Lynn:* This zone is centrally located in the City and is linked by Lynn's street network to four other economic zones. Western Avenue runs diagonally through the zone. Central Lynn encompasses 365 acres, or 4% of the City. More than half of this zone is residential and more than one-quarter is tax-exempt. This zone is developed with 11.3 million SF, or 13% of the building supply in Lynn; however, the taxes generated from Central Lynn account for only 3% of the levy. The average residential value in this zone is more than 76% lower than the citywide standard.

Short-term opportunities include the development of industrial land adjacent to the GE Factory of the Future site, which could be developed as a business park for land-locked employers located elsewhere in the City that need to expand. Other opportunities would also require action such as assemblage of sites at key intersections along Western Avenue as a means to recapture retail spending. A Western Avenue Corridor Study is recommended in order to assess traffic patterns and future areas of opportunity. A review of zoning in this area is recommended. Density bonuses should be considered as a means to upgrade the downtown gateway from Lynn Commons onto Market Street, with facade funds and streetscape improvements to strengthen the surrounding residential neighborhoods. In addition, improving residential neighborhood amenities with off-street parking and more green space by removing some of the poor-conditioned and blighted housing stock should be considered and coordinated with revitalization efforts of the Lynn Housing Authority and Neighborhood

Development. Additionally, redeveloping assemblages of low valued properties for new low-to-mid-rise buildings could also be considered, as a way to improve the neighborhood and tax base.

- o *Lynnway*: This 370-acre zone is situated west of the downtown along the Lynnway and extends between the waterfront and the MBTA corridor. This section represents the greatest long-term opportunity for the City as it contains the largest amount of under-utilized land in the City as evidenced by the floor-area-ratio of 21%. Nearly half the land area is industrial and another 31% is commercial, while residential utilizes 2% of the land area. Residential values are about 10% lower in this zone than the citywide standard. Real estate taxes generated from this zone represents 6% of the total real property tax levy. Zoning is primarily heavy industrial, which is consistent with some of the existing uses such as automotive junk yards, a LNG tank, electric transmission lines and substations, a waste transfer station, a sewer treatment plant, and a former landfill, to name a few. A recent overlay zoning district allowing high-rise residential will assist; however, attaining this type of investment will be a long-term challenge especially in light of the prevailing land uses, Brownfield conditions and Chapter 91 regulations.

The commercial uses along the Lynnway have been upgrading over the years, as evident by more fast food franchises and new car dealerships, such as Kelly Honda. Atlantic Retail Properties has also bought a site for redevelopment, and the Clocktower Building was a successful redevelopment of a former industrial plant, although space remains available today. From a long-term planning perspective upgrading the central section of the waterfront with retail, office and commercial uses, including possible hotel use, may be more appropriate than residential, given the environmental constraints, and proximity to heavy industrial uses some of which are unlikely to move in the future. The northern and southern portion of the waterfront may eventually be developed as mid to high-rise residential, however, the LNG tank on the northern end may cause concerns. Upgrading the residential area next to the MBTA corridor should be considered as well as density bonuses to stimulate activity. A Master Plan of the Lynnway/Waterfront zone should be prepared to identify realistic short and long-term opportunities, and be sensitive to the major employers here.

A more modest series of opportunities have been identified in the remaining five zones:

- o *GE-Riverworks/Western Ave*: This economic opportunity zone consists of 247 acres of which 61% are industrial, 18% residential, and another 15% are commercial. This zone represents 3% of the land area in the City; however, it contributes 1% in real estate taxes. This zone is developed with 4.85 million SF of building area, including 3.1 million SF of industrial space, which represents more than 50% of the industrial building area in the City. Opportunities in this zone are considered long-term and would require significant assemblage in order to redevelop/upgrade the older industrial and residential areas opposite GE-Riverworks. Short-term recommendations include outreach to major employers and preparing a Western Avenue Corridor study, which may identify additional opportunities.
- o *Broad Street/MBTA Corridor*: This economic zone stretches between the downtown and the Swampscott town line, and includes Broad Street and the MBTA rail line. The

zone contains 150 acres and represents 2% of city acreage. Nearly 71% of the acreage is residential and more than 80% of the 5.85 million SF of building area is residential. The average residential value in this zone is more than 70% lower than the citywide standard. Build-out is the highest of all eight zones as evident by the floor-area-ratio of 89%. Opportunities in this zone include upgrading the gateway into the downtown, and implementing some density bonuses through zoning changes to stimulate activity at key locations. Improving the residential conditions by exploring thinning out poor-conditioned and blighted units, creating off-street parking and green space should also be considered as part of neighborhood revitalization with LHAND. Additionally, redeveloping assemblages of low valued properties for new low-to-mid-rise buildings should also be considered.

- o *Boston Street/Western Avenue*: This economic zone consists of 187 acres situated north of the downtown zone and east of Central Lynn. This area has often been referred to as Lynn's new downtown given the retail build-up over the last twenty or so years. This zone represents 2% of the land area in the City. Approximately 30% is commercial, and another 55% is residential. This zone contains 4.7 million SF of building area, of which 75% is residential and 17% is commercial. Commercial assessed values in this zone are 46% higher than the citywide standard, while residential values are 12% lower than the citywide standard.

Short-term opportunities appear limited, with the exception of upgrading the gateways into the downtown. This would include off-street parking so that parking along Washington and Franklin Streets could be reduced, if not eliminated, to ease traffic congestions. Acquiring key parcels, if available, at intersections with Western Avenue should also be considered since these would likely be widened over the long-term. A Western Avenue Corridor study is also recommended. Zoning changes around Manning Field and Fraser Field should also be considered as a way to attract commercial uses to complement the new multi-purpose stadium. Long-term opportunities would require assemblage at key areas along the Western Avenue corridor to make new sites available for major retail development.

- o *Lower Broadway*: This economic opportunity zone is located north of the Boston Street/Western Avenue and includes Wyoma Square. It contains 74 acres, representing less than 1% of the City, and contributes nearly 2% of the real property tax levy. Residential uses account for 66% of the land area, and tax-exempt properties account for another 26%. Commercial uses represent 7% of the land area, and there is no available land to expand commercial uses. It is recommended that off-street parking be created to reduce the congestion on Upper Lynnfield Street. Street widening may be a long-term necessity. Zoning in this area should also be reviewed and consider expanding the commercial district so that sites may become available for neighborhood retail use.
- o *Hospital*: This last economic opportunity zone consists of 48 acres located in the northern part of the City off Route 129, or Upper Lynnfield Street. Union Hospital is a major employer in this zone. There are limited options for additional medical office to support this user, let alone, limited available land should the hospital want to expand, given existing zoning. Long-term opportunities in this

section would be to assemble land for a small medical office park, assuming zoning changes. Widening Route 129 with turning lanes should also be considered.

**Table 5A - City of Lynn: Economic Development Strategy
Existing Conditions in the Economic Opportunity Zones**

Economic Opportunity Zones	Acres	% of City	Building SF	% of City	% of RE Tax Levvy	Vacant/ Available SF
Downtown	168	1.9%	5,482,870	6.4%	4.9%	441,513
Central Lynn	365	4.1%	11,296,815	13.3%	3.1%	131,884
Lynnway	370	4.1%	3,414,826	4.0%	5.6%	359,790
GE-Riverworks/Western Ave.	247	2.7%	4,850,516	5.7%	1.1%	—
Broad St/MBTA Corridor	150	1.7%	5,848,928	6.9%	2.0%	18,000
Boston St./Western Ave.	187	2.1%	4,713,689	5.5%	6.2%	4,417
Lower Broadway	74	0.8%	1,581,133	1.9%	2.0%	—
Hospital	48	0.5%	591,220	0.7%	0.5%	—
Total	1,608	17.9%	37,779,997	44.4%	25.4%	955,604

Source: City of Lynn Board of Assessors and RKG Associates, Inc.

The Economic Development Strategy study also identifies suggested goals and outcomes within the opportunity zones. These include:

- *Retention and expansion:* Business retention/expansion may be difficult to quantify given historical trends and various economic cycles of existing businesses. Since Lynn has an employment base of 24,500 jobs in 2004 (2nd quarter) a goal of maintaining between 80% and 110% of this level would be realistic, given the positive responses from the business survey, indications of a improving economy, and assuming a continual outreach effort by Lynn's Office of Community and Economic Development.
- *New Jobs:* The potential exists to create nearly 370 new jobs over the short-term and nearly 8,300 new jobs over the long-term within the City. The short-term projection is an accumulation of projects that are currently underway and those that may be developed within the next three to five years. The long-term figure is based on various assumptions regarding assemblage, zoning changes and redevelopment that may result over the next 20-plus years throughout the City. The long-term goal in increased employment represents about 34% of the current employment base in the City. More than half of the jobs would be from redevelopment activity on the Lynnway, and another 17% may occur in the downtown, while the remainder would be divided between the five other economic zones.
- *New Housing Units:* An estimated 700 housing units may be developed in the economic opportunity zones during the short-term and nearly all would be in the downtown. Over the long-term, an increase of more than 2,800 housing units may occur within the economic opportunity zones, and nearly all would be in the downtown and in the Lynnway economic opportunity zones.
- *New Tax Revenue:* Over the short-term real property taxes may increase by \$1.83 million, as show in Table 5B. This would be a result of projects currently underway and those forecasted in the short-term. This figure represents about 3% of the current tax levy in the City. Over the long-term, the tax levy may increase by \$13.45 million, assuming the redevelopment of all the projects. This figure equates to 20% of the current real property tax levy in Lynn.

**Table 5B - City of Lynn: Economic Development Strategy
Potential Increase in Jobs, Housing Units & RE Taxes**

Economic Opportunity Zones	Increase in Jobs		Increase In Housing Units		Annual Increase in RE Taxes in million of \$ (2005)	
	Short-Term	Long-Term [1]	Short-Term	Long-Term [1]	Short-Term	Long-Term [1]
Downtown	183	1,431	604	1,334	\$1.50	\$3.64
Central Lynn	40	728	27	1	\$0.07	\$0.26
Lynnway	143	4,418	0	1,300	\$0.17	\$8.01
GE-Riverworks/Western Ave.	0	888	0	186	\$0.00	\$0.98
Broad St./MBTA Corridor	0	0	20	20	\$0.04	\$0.04
Boston St./Western Ave.	0	310	54	(5)	\$0.06	\$0.20
Lower Broadway	0	100	0	0	\$0.00	\$0.09
Hospital	0	400	0	(10)	\$0.00	\$0.23
Total	366	8,274	705	2,826	\$1.83	\$13.45

[1] May take 20 years or longer depending on action with redevelopment and includes short term increases
Source: RKG Associates, Inc.

An initial, preliminary budget for potential redevelopment projects in the economic opportunity zones is summarized in Table 5C. This budget will be refined over time to reflect more accurate information on costs and opportunities.

Over the short-term, the preliminary budget is estimated to range between \$2.5 and \$7.4 million to support the economic development strategy. Most of this cost would be incurred in the downtown to stimulate additional revitalization. Over the long-term the preliminary budget is estimated to range between \$75.8 million and \$156.7 million. A large portion of this preliminary budget assumes municipal action in regards to assemblage of properties within the economic opportunity zones for redevelopment, as well as zoning changes and density bonuses.

**Table 5C - City of Lynn: Economic Development Strategy
Preliminary Implementation Budget (in \$ million 2005)**

Economic Opportunity Zones	Short Term Budget [1]		Long Term Budget [1]	
	Low	High	Low	High
Downtown	\$1.50	\$3.50	\$12.70	\$24.90
Central Lynn	\$0.21	\$0.62	\$6.30	\$12.50
Lynnway	\$0.70	\$3.00	\$7.40	\$19.70
GE-Riverworks/Western Ave.			\$30.00	\$59.90
Broad St./MBTA Corridor	\$0.11	\$0.32		
Boston St./Western Ave.			\$14.30	\$29.30
Lower Broadway			\$0.60	\$1.50
Hospital			\$4.50	\$8.90
Total	\$2.52	\$7.44	\$75.80	\$156.70

[1] Preliminary budget includes cost for assemblage, demolition, residential relocation, and other items (See Table 5) Source: RKG Associates, Inc.

Conclusion

The development of a comprehensive economic development plan has allowed the City to more efficiently allocate its economic development resources. The City will continue to use this plan as a guide for allocating future CDBG and other public funds to address priority economic development needs. Additionally, the City will allocate its resources towards economic development initiatives that maximize private investment in commercial areas. Some of the aforementioned Economic Opportunity Zones may represent borderline commercial areas and may be more suited for residential development. As such, further review is required to determine the best strategy for redevelopment of these areas. The Office of Economic and Community Development will work with the Lynn Housing Authority and Neighborhood Development to evaluate the future use of these areas. Subsequent housing and commercial development activities in these zones will be predicated upon this evaluation.

2 (f) Limited Clientele

The grantee undertook numerous public service and youth activities during the program year which serve a limited clientele not falling within one of the categories of presumed low and moderate income benefit. Examples of these activities are Community Minority Cultural Center and Operation Bootstrap.

Data collected from these and all other similar organizations on a quarterly basis reveals that at least 51% of the clients who participate in the activities offered by these agencies are low or moderate income.

2 (f) Program Income

The following activities generated revolving fund program income during the reporting period:

- * CDBG Loans (\$106,348.47) - Rehabilitation Loans and Homebuyer Assistance
- * Lynn Municipal Finance Corporation Loans (\$475,681.53) - Business Loans
- * HOME Loans (\$107,898.41) - Rehabilitation Loans and Homebuyer Assistance

2 (f) Completed Rehabilitation Activities

The types of rehabilitation programs that the grantee funded with CDBG resources and for which units are being reported as completed are the Rehab Loan Program, Development Area Grant, Soft Second & Realizing the Dream for Homeownership Programs.

- Under the Grant Programs (Development Area Grant and Housing Preservation Grant), 0 homeowners received a total of **\$0.00** in CDBG funded grants.
- Under the Rehab Loan Program, 1 homeowner received a total of \$10,875 in CDBG funded loans.

Under the Homebuyer Assistance Programs (Realizing the Dream & Soft Second), 1 homeowner received a total of **\$5,000** in CDBG funded loans.

3 (a) Analysis of HOME Funds

The following activities were funded with HOME funds in an effort to address different categories of housing needs identified in the approved Consolidated Plan.

The Homebuyer Assistance Programs (Realizing the Dream & Soft Second) addresses the high priority needs of cost burden, physical defects, energy efficiency improvements, lead based paint and code enforcement for new owner occupied households. **Eighteen (18)** homebuyers received \$86,484 in HOME funded grants.

Rehab Loan Program also addresses the high priority needs of cost burden, physical defects, energy efficiency improvements, lead based paint and code enforcement for owner households. **Three (3)** homeowners received \$37,625 in HOME funded rehab loans.

The Development Area Grant & the Housing Preservation Grant addresses the high priority needs of cost burden, physical defects, energy efficiency improvements, lead based paint and code enforcement for owner occupied households. During this grant period there were no Development or Housing Preservation grants, however, 6 grants are in process but have not been completed as of this reporting period.

HOME New Construction Program addresses the high priority needs of cost burden, physical defects, energy efficiency improvements, lead based paint and code enforcement for owner occupied households. **Five (5)** new units were created for first time homebuyers at or below 80% of AMI. The total amount of funding to create 5 new homeowner units was \$497,839.46.

Tenant Based Rental Assistance Program addresses the high priority need of cost burden. This program is meant to assist qualified working families transitioning out of DTA emergency shelter and into permanent housing, unaccompanied high school youth identified as at-risk by the Lynn School Department, and working families residing in HOME -funded developments located in the NRA area. **Twenty three (23)** applicants received \$94,610.88 in HOME funding this period.

An analysis of the above reveals that HOME funds were generally well distributed among different categories of housing needs identified in the Consolidated Plan.

3 (b) HOME Match Report

The Match report is enclosed in the Appendix.

3 (c) HOME MBE/WBE Report

The MBE/WBE report is enclosed in the Appendix. In addition, the jurisdiction's affirmative marketing actions and outreach to minority and women owned businesses consists of displaying flyers throughout the City and posting advertisements in the local newspaper encouraging contractors to place their company on a referral list. Homeowners are encouraged to solicit bids for various housing rehabilitation activities from MBE/WBE's that have been referred by the jurisdiction.

3 (d) HOME Rental Inspections

On-site inspections of all HOME assisted affordable rental housing units were recently performed. All the units inspected met Section 8 Housing Quality Standards and appeared to be well managed and maintained.

4 (a) Emergency Solutions Grant Activities

The following activities were funded with ESG funds in an effort to address Lynn's homeless and homeless prevention goals, objectives and priorities established in the approved Consolidated Plan.

48 Multi-Service Center Program funding for operational expenses addresses Strategic Plan Objective #4 (End chronic homelessness and provide supportive housing programs); and Special Needs Objectives #C (Increase percentage of homeless persons moving from TH to PH to at least 63.5%); #D (Increase percentage of homeless persons employed at exit to at least 19%) and #E (Decrease the number of homeless households with children).

49 Coming Together Day Program funding for operational expenses addresses Strategic Plan Objective #4 (End chronic homelessness and provide supportive housing programs); and Special Needs Objectives #C (Increase percentage of homeless persons moving from TH to PH to at least 63.5%); #D (Increase percentage of homeless persons employed at exit to at least 19%) and #E (Decrease the number of homeless households with children).

50 Funding for the Multi-Service Center Security Assistant addresses Strategic Plan Objectives #4 (End chronic homelessness and provide supportive housing programs) and #9 (Encourage Downtown revitalization); and Special Needs Objectives #C (Increase percentage of homeless persons moving from TH to PH to at least 63.5%) and #D (Increase percentage of homeless persons employed at exit to at least 19%).

51 Funding for Rental Assistance addresses Strategic Plan Objectives #2 (Strengthen and revitalize neighborhoods); #4 (End chronic homelessness and provide supportive housing programs) and #5 (Preserve and increase affordable housing for low and moderate income households).

4 (b) Emergency Solutions Grant Match Requirement

The City's ESG match requirement was fulfilled, as in past years, by attributing a portion of the value of the rehabilitated City-owned Multi-Service Center to this requirement. The City estimates that the cumulative amount of match credit that it has taken on the value of the rehabilitated MSC is \$2,221,944 to date; and the City estimates that it has another \$977,700 in ESG match credit available for future years.

5 Public Participation Requirements

In accordance with Public Participation Requirements, this report was made available to the public for examination and comment for a period of at least 15 days. The City has received no comments on this report. The performance report includes project information contained in IDIS which identifies the Federal funds made available for furthering the objectives of the Consolidated Plan.

For each formula grant program, the IDIS report identifies the total amount of funds available, the total amount of funds committed and expended during the reporting period, the geographic distribution and location of investment.

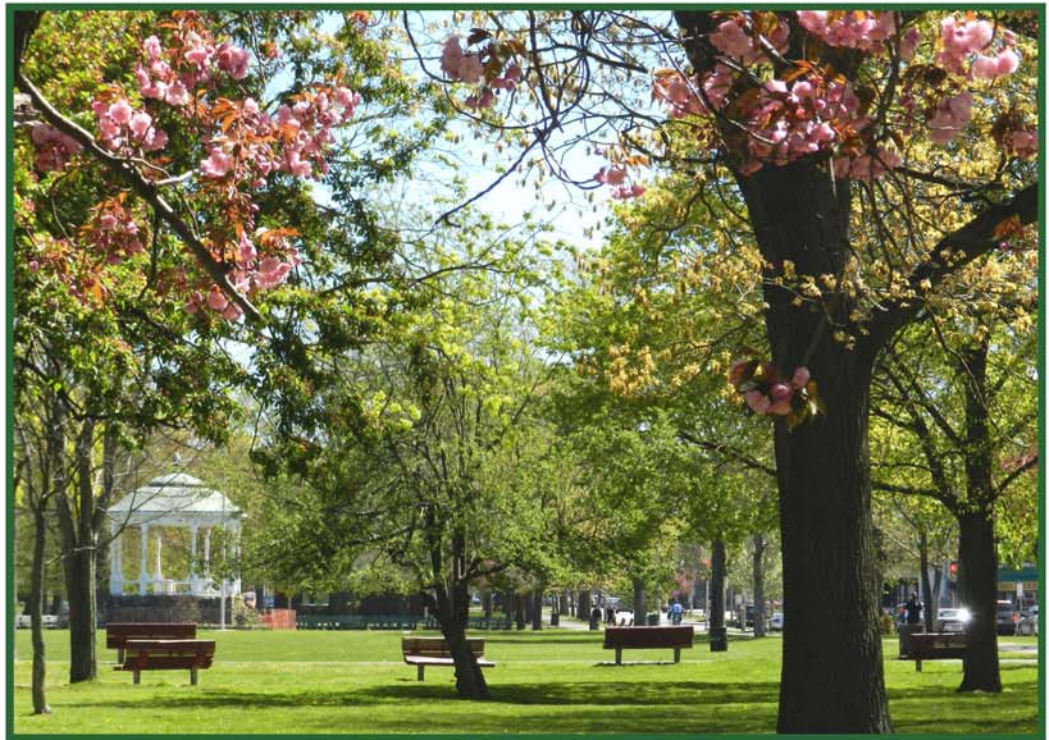
In addition, this report provides the public with standard IDIS generated summary of accomplishment reports for each priority need that was designated in the strategic plan. For public services, this includes the number of persons served during the reporting period. For public facilities and improvements, this includes the number of projects assisted and the number of projects completed during the reporting period. For economic development needs, this report includes the actual number of businesses assisted, jobs assisted, and the actual number of low and moderate income persons assisted during the reporting period.

Appendix



Flax Pond Gazebo & Fountain

CDBG Financial Summary



Lynn Common



PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	1,586,030.85
02 ENTITLEMENT GRANT	2,202,040.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	582,030.34
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 RETURNS	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	(29,400.68)
08 TOTAL AVAILABLE (SUM, LINES 01-07)	4,340,700.51

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	2,249,883.63
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	2,249,883.63
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	387,254.20
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	257,963.50
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	(33,215.88)
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	2,861,885.45
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	1,478,815.06

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	11,450.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	2,222,894.43
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	2,234,344.43
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	99.31%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2011 PY: 2012 PY: 2013
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	4,854,195.81
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	4,568,003.75
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	94.10%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	365,589.14
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	94,049.56
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	86,591.70
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	373,047.00
32 ENTITLEMENT GRANT	2,202,040.00
33 PRIOR YEAR PROGRAM INCOME	311,522.10
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	2,513,562.10
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	14.84%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	387,254.20
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	13,394.08
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	41,836.04
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	358,812.24
42 ENTITLEMENT GRANT	2,202,040.00
43 CURRENT YEAR PROGRAM INCOME	582,030.34
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	2,784,070.34
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	12.89%

HOME Program Annual Performance Report



Fall Fest on the Waterfront

Annual Performance Report HOME Program

U.S. Department of Housing
and Urban Development
Office of Community Planning
and Development

OMB Approval No. 2506-0171
(exp. 8/31/2009)

Public reporting burden for this collection of information is estimated to average 2.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. 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.

The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

This form is intended to collect numeric data to be aggregated nationally as a complement to data collected through the Cash and Management Information (C/M) System. Participants should enter the reporting period in the first block. The reporting period is October 1 to September 30. Instructions are included for each section if further explanation is needed.

Submit this form on or before December 31. Send one copy to the appropriate HUD Field Office and one copy to: HOME Program, Rm 7176, 451 7th Street, S.W., Washington D.C. 20410	This report is for period (mm/dd/yyyy) Starting 07/01/2012	Ending 06/30/2013	Date Submitted (mm/dd/yyyy) 09/20/2013
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Part I Participant Identification

1. Participant Number M-11-MC 25-0206	2. Participant Name City of Lynn, Massachusetts	4. Phone Number (Include Area Code) 781-581-8622
3. Name of Person completing this report Peggy Phelps, LHAND		8. Zip Code 01904
5. Address 10 Church Street	6. City Lynn	7. State MA

Part II Program Income

Enter the following program income amounts for the reporting period: in block 1, enter the balance on hand at the beginning; in block 2, enter the amount generated; in block 3, enter the amount expended; and in block 4, enter the amount for Tenant-Based Rental Assistance.

1. Balance on hand at Beginning of Reporting Period 110,819.41	2. Amount received during Reporting Period 107,898.41	3. Total amount expended during Reporting Period 183,390.97	4. Amount expended for Tenant-Based Rental Assistance 36,076.00	5. Balance on hand at end of Reporting Period (1 + 2 - 3) = 5 35,326.85
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Part III Minority Business Enterprises (MBE) and Women Business Enterprises (WBE)

In the table below, indicate the number and dollar value of contracts for HOME projects completed during the reporting period.

	a. Total	Minority Business Enterprises (MBE)			f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	
A. Contracts					
1. Number	0				
2. Dollar Amount					
B. Sub-Contracts					
1. Number					
2. Dollar Amount					
	a. Total	b. Women Business Enterprises (WBE)	c. Male		
C. Contracts					
1. Number	0				
2. Dollar Amount					
D. Sub-Contracts					
1. Number					
2. Dollar Amounts					

Part IV Minority Owners of Rental Property

In the table below, indicate the number of HOME assisted rental property owners and the total dollar amount of HOME funds in these rental properties assisted during the reporting period.

	a. Total	Minority Property Owners				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
1. Number	1				1	
2. Dollar Amount	10,875				10,875	

Part V Relocation and Real Property Acquisition

Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition. The data provided should reflect only displacements and acquisitions occurring during the reporting period.

	a. Number	b. Cost	Minority Business Enterprises (MBE)				
Households Displaced	a. Total		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	f. White Non-Hispanic
1. Parcels Acquired	3	596,000					
2. Businesses Displaced	0						
3. Nonprofit Organizations Displaced	0						
4. Households Temporarily Relocated, not Displaced	0						
5. Households Displaced - Number	0						
6. Households Displaced - Cost							

HOME Match Report



Red Rock Park

HOME Match Report

U.S. Department of Housing and Urban Development
Office of Community Planning and Development

OMB Approval No. 2506-0171
(exp. 12/31/2012)

Part I Participant Identification			Match Contributions for Federal Fiscal Year (yyyy) 2012
1. Participant No. (assigned by HUD) M-11-MC 25-0206		2. Name of the Participating Jurisdiction City of Lynn, Massachusetts	
5. Street Address of the Participating Jurisdiction 1 City Hall Square			3. Name of Contact (person completing this report) Peggy Phelps
6. City Lynn			4. Contact's Phone Number (include area code) 781-581-8622
7. State MA	8. Zip Code 01901		

Part II Fiscal Year Summary		
1. Excess match from prior Federal fiscal year	\$ 7,311,345.36	
2. Match contributed during current Federal fiscal year (see Part III.9.)	\$ 25,067.00	
3. Total match available for current Federal fiscal year (line 1 + line 2)		\$ 7,336,412.36
4. Match liability for current Federal fiscal year		\$ 56,888.10
5. Excess match carried over to next Federal fiscal year (line 3 minus line 4)		\$ 7,279,524.26

Part III Match Contribution for the Federal Fiscal Year								
1. Project No. or Other ID	2. Date of Contribution (mm/dd/yyyy)	3. Cash (non-Federal sources)	4. Foregone Taxes, Fees, Charges	5. Appraised Land / Real Property	6. Required Infrastructure	7. Site Preparation, Construction Materials, Donated labor	8. Bond Financing	9. Total Match
Suffolk Ct	07/31/2012		11,260					11,260
Eastern Ave	07/24/2013		2,815					2,815
Henry Ave	05/28/2013		4,169					4,169
92 Loughton	05/28/2013		2,815					2,815
82 Loughton	05/28/2013		2,815					2,815
44 Suffolk	01/15/2013		768					425
111 Sagamore	01/15/2013		425					768

HOPWA-CAPER Measuring Performance Outcomes



Summer Youth Employment



Housing Opportunities for Persons with AIDS (HOPWA) Program

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

**Lynn Housing Authority & Neighborhood Development
10 Church Street
Lynn, MA 01902**

Revised 11-27-2012

OMB Number 2506-0133 (Expiration Date: 10/31/2014)

The CAPER report for HOPWA formula grantees provides annual information on program accomplishments that supports program evaluation and the ability to measure program beneficiary outcomes as related to: maintain housing stability; prevent homelessness; and improve access to care and support. This information is also covered under the Consolidated Plan Management Process (CPMP) report and includes Narrative Responses and Performance Charts required under the Consolidated Planning regulations. The public reporting burden for the collection of information is estimated to average 42 hours per manual response, or less if an automated data collection and retrieval system is in use, along with 60 hours for record keeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Grantees are required to report on the activities undertaken only, thus there may be components of these reporting requirements that may not be applicable. This agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless that collection displays a valid OMB control number.

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

HOPWA formula grantees are required to submit a CAPER, and complete annual performance information for all activities undertaken during each program year in the IDIS, demonstrating coordination with other Consolidated Plan resources. HUD uses the CAPER and IDIS data to obtain essential information on grant activities, project sponsors, Subrecipient organizations, housing sites, units and households, and beneficiaries (which includes racial and ethnic data on program participants). The Consolidated Plan Management Process tool (CPMP) provides an optional tool to integrate the reporting of HOPWA specific activities with other planning and reporting on Consolidated Plan activities.

Table of Contents

PART 1: Grantee Executive Summary

1. Grantee Information
2. Project Sponsor Information
3. Administrative Subrecipient Information
4. Program Subrecipient Information
5. Grantee Narrative and Performance Assessment
 - a. Grantee and Community Overview
 - b. Annual Performance under the Action Plan
 - c. Barriers or Trends Overview
 - d. Assessment of Unmet Housing Needs

PART 2: Sources of Leveraging and Program Income

1. Sources of Leveraging
2. Program Income and Resident Rent Payments

PART 3: Accomplishment Data: Planned Goals and Actual Outputs

PART 4: Summary of Performance Outcomes

1. Housing Stability: Permanent Housing and Related Facilities
2. Prevention of Homelessness: Short-Term Housing Payments
3. Access to Care and Support: Housing Subsidy Assistance with Supportive Services

PART 5: Worksheet - Determining Housing Stability Outcomes

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

PART 7: Summary Overview of Grant Activities

- A. Information on Individuals, Beneficiaries and Households Receiving HOPWA Housing Subsidy Assistance (TBRA, STRMU, PHP, Facility Based Units, Master Leased Units ONLY)
- B. Facility-Based Housing Assistance

Continued Use Periods. Grantees that received HOPWA funding for new construction, acquisition, or substantial rehabilitations are required to operate their facilities for HOPWA-eligible beneficiaries for a ten (10) years period. If no further HOPWA funds are used to support the facility, in place of completing Section 7B of the CAPER, the grantee must submit an Annual Certification of Continued Project Operation throughout the required use periods. This certification is included in Part 6 in CAPER. The required use period is three (3) years if the rehabilitation is non-substantial.

In connection with the development of the Department’s standards for Homeless Management Information Systems (HMIS), universal data elements are being collected for clients of HOPWA-funded homeless assistance projects. These project sponsor/subrecipient records would include: Name, Social Security Number, Date of Birth, Ethnicity and Race, Gender, Veteran Status, Disabling Conditions, Residence Prior to Program Entry, Zip Code of Last Permanent Address, Housing Status, Program Entry Date, Program Exit Date, Personal Identification Number, and Household

Identification Number. These are intended to match the elements under HMIS. The HOPWA program-level data elements include: Income and Sources, Non-Cash Benefits, HIV/AIDS Status, Services Provided, and Housing Status or Destination at the end of the operating year. Other suggested but optional elements are: Physical Disability, Developmental Disability, Chronic Health Condition, Mental Health, Substance Abuse, Domestic Violence, Date of Contact, Date of Engagement, Financial Assistance, Housing Relocation & Stabilization Services, Employment, Education, General Health Status, , Pregnancy Status, Reasons for Leaving, Veteran’s Information, and Children’s Education. Other HOPWA projects sponsors may also benefit from collecting these data elements.

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

Filing Requirements. Within 90 days of the completion of each program year, grantees must submit their completed CAPER to the CPD Director in the grantee’s State or Local HUD Field Office, and to the HOPWA Program Office: at HOPWA@hud.gov. Electronic submission to HOPWA Program office is preferred; however, if electronic submission is not possible, hard copies can be mailed to: Office of HIV/AIDS Housing, Room 7212, U.S. Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, D.C.

Record Keeping. Names and other individual information must be kept confidential, as required by 24 CFR 574.440. However, HUD reserves the right to review the information used to complete this report for grants management oversight purposes, except for recording any names and other identifying information. **In the case that HUD must review client level data, no client names or identifying information will be retained or recorded. Information is reported in aggregate to HUD without personal identification. Do not submit client or personal information in data systems to HUD.**

Definitions

Adjustment for Duplication: Enables the calculation of unduplicated output totals by accounting for the total number of households or units that received more than one type of HOPWA assistance in a given service category such as HOPWA Subsidy Assistance or Supportive Services. For example, if a client household received both TBRA and STRMU during the operating year, report that household in the category of HOPWA Housing Subsidy Assistance in Part 3, Chart 1, Column [1b] in the following manner:

HOPWA Housing Subsidy Assistance		[1] Outputs: Number of Households
1.	Tenant-Based Rental Assistance	59
2a.	Permanent Housing Facilities: Received Operating Subsidies/Leased units	
2b.	Transitional/Short-term Facilities: Received Operating Subsidies	
3a.	Permanent Housing Facilities: Capital Development Projects placed in service during the operating year	
3b.	Transitional/Short-term Facilities: Capital Development Projects placed in service during the operating year	
4.	Short-term Rent, Mortgage, and Utility Assistance	59
5.	Adjustment for duplication (subtract)	2
6.	TOTAL Housing Subsidy Assistance (Sum of Rows 1-4 minus Row 5)	57

Administrative Costs: Costs for general management, oversight, coordination, evaluation, and reporting. By statute, grantee administrative costs are limited to 3% of total grant award, to be expended over the life of the grant. Project sponsor administrative costs are limited to 7% of the portion of the grant amount they receive.

Beneficiary(ies): All members of a household who received HOPWA assistance during the operating year including the one individual who qualified the household for HOPWA assistance as well as any other members of the household (with or without HIV) who benefitted from the assistance.

Central Contractor Registration (CCR): The primary registrant database for the U.S. Federal Government. CCR collects, validates, stores, and disseminates data in support of agency acquisition missions, including Federal agency contract and assistance awards. Both current and potential federal government registrants (**grantees**) are required to register in CCR in order to be awarded contracts by the federal government. Registrants must update or renew their registration at least once per year to maintain an active status. Although recipients of direct federal contracts and grant awards have been required to be registered with CCR since 2003, this requirement is now being extended to indirect recipients of federal funds with the passage of ARRA (American Recovery and Reinvestment Act). Per ARRA and FFATA (Federal Funding Accountability and Transparency Act) federal regulations, all **grantees** and sub-grantees or subcontractors receiving federal grant awards or contracts must have a DUNS (Data Universal Numbering System) Number.

Chronically Homeless Person: An individual or family who : (i) is homeless and lives or resides individual or family who: (i) Is homeless and lives or resides in a place not meant for human habitation, a safe haven, or in an emergency shelter; (ii) has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least 1 year or on at least 4 separate occasions in the last 3 years; and (iii) has an adult head of household (or a minor head of household if no adult is present in the household) with a diagnosable substance use disorder, serious mental illness, developmental disability (as defined in section 102 of the Developmental Disabilities Assistance and Bill of Rights Act of 2000 (42 U.S.C. 15002)), post traumatic stress disorder, cognitive impairments resulting from a brain injury, or chronic physical illness or disability, including the co-occurrence of 2 or more of those conditions. Additionally, the statutory definition includes as chronically homeless a person who currently lives or resides in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital or other similar facility, and has resided there for fewer than 90 days if such person met the other criteria for homeless prior to entering that facility. (See 42 U.S.C. 11360(2)) This does not include doubled-up or overcrowding situations.

Disabling Condition: Evidencing a diagnosable substance use disorder, serious mental illness, developmental disability, chronic physical illness, or disability, including the co-occurrence of two or more of these conditions. In addition, a disabling condition may limit an individual's ability to work or perform one or more activities of daily living. An HIV/AIDS diagnosis is considered a disabling condition.

Facility-Based Housing Assistance: All eligible HOPWA Housing expenditures for or associated with supporting facilities including community residences, SRO dwellings, short-term facilities, project-based rental units, master leased units, and other housing facilities approved by HUD.

Faith-Based Organization: Religious organizations of three types: (1) congregations; (2) national networks, which include national denominations, their social service arms (for example, Catholic Charities, Lutheran Social Services), and networks of related organizations (such as YMCA and YWCA); and (3) freestanding religious organizations, which are incorporated separately from congregations and national networks.

Grassroots Organization: An organization headquartered in the local community where it provides services; has a social services budget of \$300,000 or less annually, and six or fewer full-time equivalent employees. Local affiliates of national organizations are not considered

“grassroots.”

HOPWA Eligible Individual: The one (1) low-income person with HIV/AIDS who qualifies a household for HOPWA assistance. This person may be considered “Head of Household.” When the CAPER asks for information on eligible individuals, report on this individual person only. Where there is more than one person with HIV/AIDS in the household, the additional PWH/A(s), would be considered a beneficiary(s).

HOPWA Housing Information Services: Services dedicated to helping persons living with HIV/AIDS and their families to identify, locate, and acquire housing. This may also include fair housing counseling for eligible persons who may encounter discrimination based on race, color, religion, sex, age, national origin, familial status, or handicap/disability.

HOPWA Housing Subsidy Assistance Total: The unduplicated number of households receiving housing subsidies (TBRA, STRMU, Permanent Housing Placement services and Master Leasing) and/or residing in units of facilities dedicated to persons living with HIV/AIDS and their families and supported with HOPWA funds during the operating year.

Household: A single individual or a family composed of two or more persons for which household incomes are used to determine eligibility and for calculation of the resident rent payment. The term is used for collecting data on changes in income, changes in access to services, receipt of housing information services, and outcomes on achieving housing stability. Live-In Aides (see definition for Live-In Aide) and non-beneficiaries (e.g. a shared housing arrangement with a roommate) who resided in the unit are not reported on in the CAPER.

Housing Stability: The degree to which the HOPWA project assisted beneficiaries to remain in stable housing during the operating year. See *Part 5: Determining Housing Stability Outcomes* for definitions of stable and unstable housing situations.

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

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

Live-In Aide: A person who resides with the HOPWA Eligible Individual and who meets the following criteria: (1) is essential to the care and well-being of the person; (2) is not obligated for the support of the person; and (3) would not be living in the unit except to provide the necessary supportive services. See the *Code of Federal Regulations Title 24, Part 5.403 and the HOPWA Grantee Oversight Resource Guide for additional reference.*

Master Leasing: Applies to a nonprofit or public agency that leases units of housing (scattered-sites or entire buildings) from a landlord, and subleases the units to homeless or low-income tenants. By assuming the tenancy burden, the agency facilitates housing of clients who may not be able to maintain a lease on their own due to poor credit, evictions, or lack of sufficient income.

Operating Costs: Applies to facility-based housing only, for facilities that are currently open. Operating costs can include day-to-day housing

function and operation costs like utilities, maintenance, equipment, insurance, security, furnishings, supplies and salary for staff costs directly related to the housing project but not staff costs for delivering services.

Outcome: The degree to which the HOPWA assisted household has been enabled to establish or maintain a stable living environment in housing that is safe, decent, and sanitary, (per the regulations at 24 CFR 574.310(b)) and to reduce the risks of homelessness, and improve access to HIV treatment and other health care and support.

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

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

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

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

Project Sponsor Organizations: Any nonprofit organization or governmental housing agency that receives funds under a contract with the grantee to provide eligible housing and other support services or administrative services as defined in 24 CFR 574.300. Project Sponsor organizations are required to provide performance data on households served and funds expended. Funding flows to a project sponsor as follows:

HUD Funding → Grantee → Project Sponsor

Short-Term Rent, Mortgage, and Utility (STRMU) Assistance: A time-limited, housing subsidy assistance designed to prevent homelessness and increase housing stability. Grantees may provide assistance for up to 21 weeks in any 52 week period. The amount of assistance varies per client depending on funds available, tenant need and program guidelines.

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

Subrecipient Organization: Any organization that receives funds from a project sponsor to provide eligible housing and other support services and/or administrative services as defined in 24 CFR 574.300. If a subrecipient organization provides housing and/or other supportive services directly to clients, the subrecipient organization must provide performance data on household served and funds expended. Funding flows to subrecipients as follows:

HUD Funding → Grantee → Project Sponsor → Subrecipient

Tenant-Based Rental Assistance (TBRA): TBRA is a rental subsidy program similar to the Housing Choice Voucher program that grantees can provide to help low-income households access affordable housing. The TBRA voucher is not tied to a specific unit, so tenants may move to a different unit without losing their assistance, subject to individual program rules. The subsidy amount is determined in part based on household income and rental costs associated with the tenant's lease.

Transgender: Transgender is defined as a person who identifies with, or presents as, a gender that is different from his/her gender at birth.

Veteran: A veteran is someone who has served on active duty in the Armed Forces of the United States. This does not include inactive military reserves or the National Guard unless the person was called up to active duty.

Housing Opportunities for Person with AIDS (HOPWA) Consolidated Annual Performance and Evaluation Report (CAPER) Measuring Performance Outputs and Outcomes

OMB Number 2506-0133 (Expiration Date: 10/31/2014)

Part 1: Grantee Executive Summary

As applicable, complete the charts below to provide more detailed information about the agencies and organizations responsible for the administration and implementation of the HOPWA program. Chart 1 requests general Grantee Information and Chart 2 is to be completed for each organization selected or designated as a project sponsor, as defined by CFR 574.3. In Chart 3, indicate each subrecipient organization with a contract/agreement of \$25,000 or greater that assists grantees or project sponsors carrying out their administrative or evaluation activities. In Chart 4, indicate each subrecipient organization with a contract/agreement to provide HOPWA-funded services to client households. These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definition section for distinctions between project sponsor and subrecipient.

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

1. Grantee Information

HUD Grant Number MA-H09F001	Operating Year for this report From) 07/01/2011 To) 06/30/2012			
Grantee Name City of Lynn				
Business Address		1 City Hall Square		
City, County, State, Zip		Lynn	Essex	MA 01901
Employer Identification Number (EIN) or Tax Identification Number (TIN)		042573633		
DUN & Bradstreet Number (DUNs):		079525606	Central Contractor Registration (CCR): Is the grantee's CCR status currently active? X Yes <input type="checkbox"/> No If yes, provide CCR Number:	
*Congressional District of Grantee's Business Address		MA006		
*Congressional District of Primary Service Area(s)		MA006		
*City(ies) and County(ies) of Primary Service Area(s)		Cities: Lynn		Counties: Essex
Organization's Website Address www.ci.lynn.ma.us		Is there a waiting list(s) for HOPWA Housing Subsidy Assistance Services in the Grantee service Area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section what services maintain a waiting list and how this list is administered.		

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

2. Project Sponsor Information

Please complete Chart 2 for each organization designated or selected to serve as a project sponsor, as defined by CFR 574.3. Use this section to report on organizations involved in the direct delivery of services for client households. These elements address requirements in the Federal Financial Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

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

Project Sponsor Agency Name Lynn Housing Authority & Neighborhood Development		Parent Company Name, if applicable	
Name and Title of Contact at Project Sponsor Agency	Harry MacCabe, Special Programs Coordinator		
Email Address	hmaccabe@lhand.org		
Business Address	10 Church Street		
City, County, State, Zip,	Lynn, MA 01902		
Phone Number (with area code)	(781)595-5055		
Employer Identification Number (EIN) or Tax Identification Number (TIN)	046003214	Fax Number (with area code) (781)592-6296	
241-3422DUN & Bradstreet Number (DUNs):	085615557		
Congressional District of Project Sponsor's Business Address	MA006		
Congressional District(s) of Primary Service Area(s)	MA006		
City(ies) and County(ies) of Primary Service Area(s)	Cities:Lynn	Counties: Essex County	
Total HOPWA contract amount for this Organization for the operating year	\$80,000		
Organization's Website Address	www.lhand.org		
Is the sponsor a nonprofit organization? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please check if yes and a faith-based organization.</i> <input type="checkbox"/> <i>Please check if yes and a grassroots organization.</i> <input type="checkbox"/>		Does your organization maintain a waiting list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain in the narrative section how this list is administered.	

3. Administrative Subrecipient Information

Use Chart 3 to provide the following information for each subrecipient with a contract/agreement of \$25,000 or greater that assists project sponsors to carry out their administrative services but no services directly to client households. Agreements include: grants, subgrants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders. (Organizations listed may have contracts with project sponsors) These elements address requirements in the Federal Funding and Accountability and Transparency Act of 2006 (Public Law 109-282).

Note: Please see the definitions for distinctions between project sponsor and subrecipient.

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

Subrecipient Name		Parent Company Name, if applicable		
Name and Title of Contact at Subrecipient				
Email Address				
Business Address				
City, State, Zip, County				
Phone Number (with area code)			Fax Number (include area code)	
Employer Identification Number (EIN) or Tax Identification Number (TIN)				
DUN & Bradstreet Number (DUNs):				
North American Industry Classification System (NAICS) Code				
Congressional District of Subrecipient's Business Address				
Congressional District of Primary Service Area				
City (ies) <u>and</u> County (ies) of Primary Service Area(s)	Cities:		Counties:	
Total HOPWA Subcontract Amount of this Organization for the operating year				

4. Program Subrecipient Information

Complete the following information for each subrecipient organization providing HOPWA-funded services to client households. These organizations would hold a contract/agreement with a project sponsor(s) to provide these services. For example, a subrecipient organization may receive funds from a project sponsor to provide nutritional services for clients residing within a HOPWA facility-based housing program. Please note that subrecipients who work directly with client households must provide performance data for the grantee to include in Parts 2-7 of the CAPER.

Note: Please see the definition of a subrecipient for more information.

Note: Types of contracts/agreements may include: grants, sub-grants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders.

Note: If any information is not applicable to the organization, please report N/A in the appropriate box. Do not leave boxes blank.

Sub-recipient Name	Emmaus Inc		Parent Company Name, if applicable	
Name <u>and</u> Title of Contact at Contractor/ Sub-contractor Agency	Jeanine Murphy			
Email Address	Jeanine@emmausinc.org			
Business Address	127 How St. P.O. Box 568			
City, County, State, Zip	Haverhill	MA	01831	
Phone Number (include area code)	(978) 241-3413		Fax Number (include area code) (978) 241-3422	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	22-2270-2774			
DUN & Bradstreet Number (DUNs)	84-509-9829			
North American Industry Classification System (NAICS) Code				
Congressional District of the Sub-recipient's Business Address	Fifth			
Congressional District(s) of Primary Service Area	Fifth			
City(ies) <u>and</u> County(ies) of Primary Service Area	Cities: Lawrence, Andover, Haverhill, Newbury, Newburyport, Georgetown, Groveland, Merrimack, Salisbury, Amesbury		Counties: Essex	
Total HOPWA Subcontract Amount of this Organization for the operating year	\$80,000			

4. Program Subrecipient Information

Complete the following information for each subrecipient organization providing HOPWA-funded services to client households. These organizations would hold a contract/agreement with a project sponsor(s) to provide these services. For example, a subrecipient organization may receive funds from a project sponsor to provide nutritional services for clients residing within a HOPWA facility-based housing program. Please note that subrecipients who work directly with client households must provide performance data for the grantee to include in Parts 2-7 of the CAPER.

Note: Please see the definition of a subrecipient for more information.

Note: Types of contracts/agreements may include: grants, sub-grants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders.

Note: If any information is not applicable to the organization, please report N/A in the appropriate box. Do not leave boxes blank.

Sub-recipient Name	Health & Education Services, Inc		Parent Company Name, if applicable	
Name and Title of Contact at Contractor/ Sub-contractor Agency	Lucinda A. Nolet, MS, LSW, Program Director			
Email Address	lnolet@hes-inc.org			
Business Address	9 Nike Village			
City, County, State, Zip	Topsfield	Essex	MA	01983
Phone Number (included area code)	(978) 887-0833		Fax Number (include area code) (978) 887-0270	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	0477145			
DUN & Bradstreet Number (DUNs)	079515003			
North American Industry Classification System (NAICS) Code				
Congressional District of the Sub-recipient's Business Address	Sixth			
Congressional District(s) of Primary Service Area	Sixth			
City(ies) and County(ies) of Primary Service Area	Cities: Topsfield		Counties: Essex	
Total HOPWA Subcontract Amount of this Organization for the operating year	\$15,000			

4. Program Subrecipient Information

Complete the following information for each subrecipient organization providing HOPWA-funded services to client households. These organizations would hold a contract/agreement with a project sponsor(s) to provide these services. For example, a subrecipient organization may receive funds from a project sponsor to provide nutritional services for clients residing within a HOPWA facility-based housing program. Please note that subrecipients who work directly with client households must provide performance data for the grantee to include in Parts 2-7 of the CAPER.

Note: Please see the definition of a subrecipient for more information.

Note: Types of contracts/agreements may include: grants, sub-grants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders.

Note: If any information is not applicable to the organization, please report N/A in the appropriate box. Do not leave boxes blank.

Sub-recipient Name	Lynn Shelter Association		Parent Company Name, if applicable	
Name <u>and</u> Title of Contact at Contractor/ Sub-contractor Agency	Marjorie St. Paul, Executive Director			
Email Address	Marjorie.stpaul@verizon.net			
Business Address	100 Willow Street			
City, County, State, Zip	Lynn	MA	Essex	01902
Phone Number (included area code)	(781) 581-0739		Fax Number (include area code) (781) 581-6380	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	222603594			
DUN & Bradstreet Number (DUNs)	174827685			
North American Industry Classification System (NAICS) Code				
Congressional District of the Sub-recipient's Business Address	Sixth			
Congressional District(s) of Primary Service Area	Sixth			
City(ies) <u>and</u> County(ies) of Primary Service Area	Cities: Lynn, Gloucester, Beverly		Counties: Essex	
Total HOPWA Subcontract Amount of this Organization for the operating year	\$22,500			

4. Program Subrecipient Information

Complete the following information for each subrecipient organization providing HOPWA-funded services to client households. These organizations would hold a contract/agreement with a project sponsor(s) to provide these services. For example, a subrecipient organization may receive funds from a project sponsor to provide nutritional services for clients residing within a HOPWA facility-based housing program. Please note that subrecipients who work directly with client households must provide performance data for the grantee to include in Parts 2-7 of the CAPER.

Note: Please see the definition of a subrecipient for more information.

Note: Types of contracts/agreements may include: grants, sub-grants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders.

Note: If any information is not applicable to the organization, please report N/A in the appropriate box. Do not leave boxes blank.

Sub-recipient Name	Commonwealth Land Trust, Ince		Parent Company Name, if applicable	
Name <u>and</u> Title of Contact at Contractor/ Sub-contractor Agency	Rebecca Haley, Executive Assistant			
Email Address	rhaley@commonwealthlandtrust.org			
Business Address	1059 Tremont Street, Suite #2			
City, County, State, Zip	Lower Roxbury	MA	Suffolk	02120
Phone Number (included area code)	(617) 427-6834		Fax Number (include area code) (617) 427-6834	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	22-2753637			
DUN & Bradstreet Number (DUNs)	520-584-2938			
North American Industry Classification System (NAICS) Code				
Congressional District of the Sub-recipient's Business Address	Sixth			
Congressional District(s) of Primary Service Area	Sixth			
City(ies) <u>and</u> County(ies) of Primary Service Area	Cities: Lawrence		Counties: Essex	
Total HOPWA Subcontract Amount of this Organization for the operating year	\$125,500			

4. Program Subrecipient Information

Complete the following information for each subrecipient organization providing HOPWA-funded services to client households. These organizations would hold a contract/agreement with a project sponsor(s) to provide these services. For example, a subrecipient organization may receive funds from a project sponsor to provide nutritional services for clients residing within a HOPWA facility-based housing program. Please note that subrecipients who work directly with client households must provide performance data for the grantee to include in Parts 2-7 of the CAPER.

Note: Please see the definition of a subrecipient for more information.

Note: Types of contracts/agreements may include: grants, sub-grants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders.

Note: If any information is not applicable to the organization, please report N/A in the appropriate box. Do not leave boxes blank.

Sub-recipient Name	North Shore Community Action Programs, Inc (NSCAP)		Parent Company Name, if applicable	
Name <u>and</u> Title of Contact at Contractor/ Sub-contractor Agency	Robert McHugh			
Email Address	rmchugh@nscap.org			
Business Address	98 Main Street			
City, County, State, Zip	Peabody	MA	Essex	01960
Phone Number (included area code)	(978) 531-0767		Fax Number (include area code) (978) 531-1012	
Employer Identification Number (EIN) or Tax Identification Number (TIN)	042385280			
DUN & Bradstreet Number (DUNs)	088977566			
North American Industry Classification System (NAICS) Code				
Congressional District of the Sub-recipient's Business Address	Sixth			
Congressional District(s) of Primary Service Area	Sixth			
City(ies) <u>and</u> County(ies) of Primary Service Area	Cities: Danvers, Beverly, Peabody, Salem		Counties: Essex	
Total HOPWA Subcontract Amount of this Organization for the operating year	\$58,000			

4. Program Subrecipient Information

Complete the following information for each subrecipient organization providing HOPWA-funded services to client households. These organizations would hold a contract/agreement with a project sponsor(s) to provide these services. For example, a subrecipient organization may receive funds from a project sponsor to provide nutritional services for clients residing within a HOPWA facility-based housing program. Please note that subrecipients who work directly with client households must provide performance data for the grantee to include in Parts 2-7 of the CAPER.

Note: Please see the definition of a subrecipient for more information.

Note: Types of contracts/agreements may include: grants, sub-grants, loans, awards, cooperative agreements, and other forms of financial assistance; and contracts, subcontracts, purchase orders, task orders, and delivery orders.

Note: If any information is not applicable to the organization, please report N/A in the appropriate box. Do not leave boxes blank.

Sub-recipient Name				Parent Company Name, if applicable
Name <u>and</u> Title of Contact at Contractor/ Sub-contractor Agency				
Email Address				
Business Address				
City, County, State, Zip				
Phone Number (included area code)				Fax Number (include area code)
Employer Identification Number (EIN) or Tax Identification Number (TIN)				
DUN & Bradstreet Number (DUNs)				
North American Industry Classification System (NAICS) Code				
Congressional District of the Sub-recipient's Business Address				
Congressional District(s) of Primary Service Area				
City(ies) <u>and</u> County(ies) of Primary Service Area	Cities:		Counties:	
Total HOPWA Subcontract Amount of this Organization for the operating year				

5. Grantee Narrative and Performance Assessment

a. Grantee and Community Overview

Provide a one to three page narrative summarizing major achievements and highlights that were proposed and completed during the program year. Include a brief description of the grant organization, area of service, the name(s) of the program contact(s), and an overview of the range/type of housing activities provided. This overview may be used for public information, including posting on HUD's website. *Note: Text fields are expandable.*

The Lynn Housing Authority & Neighborhood Development (LHAND), on behalf of the city of Lynn, oversees the administration and coordinates the distribution of HOPWAs funds and housing services for Essex county. LHAND currently oversees the city's public housing resources, coordinates Lynn's continuum of care, and administers all CDBG and HOME housing activities.

In February 2006, LHAND, in conjunction with Aids Housing Corporation, completed a report entitled "Essex County AIDS Housing Needs Assessment." Major findings identified in the report were that housing was unaffordable for a vast majority of clients who primarily rely on SSI or SSDI for their monthly income, a lack of long-term rental assistance options, difficulty in finding housing for clients with criminal histories, the need for emergency rental assistance programs to prevent homelessness and the lack of housing advocacy services. The result of the Essex County AIDS Housing Needs Assessment is being used as the basis for the distribution of HOPWA funds.

It was estimated that 82% of individuals living with AIDS or HIV in Essex County, tracked by the MASS Department of Public Health, were earning at or below the federal poverty level of \$9,800 per year at the time of the study and today The poverty level is \$11,170 per year. Thus the need for both long and short-term housing assistance as well as emergency assistance to prevent homelessness. It also highlights the relationship between HIV and poverty. The study also found that there is a higher rate among women in this county that statewide and among Hispanics, especially in the Lawrence area.

As administering agency for Essex County HOPWA funds, LHAND issues a Request for Proposals each year during the month of January. Throughout this program year LHAND's Program Coordinator met with potential HOPWA organizations to increase the awareness of the funds available and the process for submitting proposals for the 2012 funds. Proposals are submitted in mid-February for review by the Essex County HOPWA committee. For the previous fiscal year, funds were provided to continued or new funding were considered for the following categories:

- Rental assistance (long and short-term)
- Housing production
- Homelessness prevention
- Housing information and support services
- Technical assistance and education
- Other eligible activities

During FY'11 LHAND distributed a total of \$355,907 to agencies throughout Essex county for housing assistance and supportive services. Major grantees were Commonwealth Land Trust (CLT) (\$125,500) for SRO housing in Lawrence, Emmaus Inc. of Haverhill (\$80,000) for short-term rental assistance and housing services, North Shore Community Action Program (NSCAP) (\$58,000) for housing advocacy and supportive services and Lynn Shelter Association (LSA) (\$22,500) for case management and housing advocacy and (\$15,000) for Short Term Rental Assistance at Serenity House in Topsfield. Also, LHAND provides both short and long-term rental assistance for eligible individuals and families as well as county wide coordination of services and technical assistance. In addition to HOPWAs funding, LHAND's effort to provide long-term housing subsidies by resources other than HOPWA has added 4 units for HOPWAS eligible families with an annual value of \$40,000 in long-term housing subsidies. This brings a 2-year annual value of additional non-HOPWA subsidies to \$190,000. LHAND's commitment continues to make available supportive housing resources such as Shelter Plus Care (S+C) and permanent housing units for individuals and families.

Other program highlights that took place during the current year included:

- Coordinated training for project sponsors focusing on data collection for HUD quarterly reporting requirements.
- Outreach to county-wide service providers with the goal of increasing coordination of services and housing resources for AIDS/HIV population.
- Expanded program initiative to provide housing to eligible families from Lynn to additional communities.
- Coordinated case management training with LSA staff

- Increased the dollars set aside for permanent the housing initiative started in 2011
- LHAND was able to give a NED 2 voucher to a HOPWA individual. This was a new link between a new LHAND Program and HOPWA.

For FY2012, the City will receive a direct formula allocation of \$359,748, in HOPWA funding on behalf of Essex County. Essex County's eligibility is based on the fact that more than 1,200 (357 Cases of HIV/AIDs in Lynn alone with estimates 500 in total since counts were made) of AIDs have been reported to the Centers for Disease Control and Prevention. Lynn has the largest population out of this area and is therefore chosen to administer the funds.

ii. Project Accomplishment Overview

Two of the sponsor agencies (LHAND and EMMAUS) provided emergency, STRMU, mortgage or utility payments to prevent homelessness. (57) households received this type of assistance. This year 2 new units were added to the permanent units in the region and a new funding for Non-Elderly Disabled added an additional voucher saving HOPWA dollars for another individual.

Other HOPWA funds are used by NSCAP, EMMAUS, Lynn Shelter Association and CLT to provide supportive services, housing information services, permanent housing placement and resources identification – which were used collectively to assist 169 households. In 2011 LHAND added 1 TBRA unit and in 2012 an additional unit was added with a total of 3 individuals being served.

NSCAP's HOPWA program served 69 households during 2012. Clients were assisted with applying to local housing authorities for section 8 and public housing, assisted with housing court appeals, assisted with referrals to Mass. Coalition for the Homeless for furniture and to the Homeless prevention Program for rental arrearages. Clients were assessed by NSCAP's HOPWA/home for rental start up money, were helped to apply for LIHEAP fuel assistance, were referred to local churches and food banks for food, were provided with apartment lists, provided with mediation services with landlords and with education on tenant/landlord responsibilities.

Emmaus HOPWA program services included housing services, outreach, emergency shelter, transitional housing, permanent affordable housing, meals, counseling, case management, clinical services, substance abuse treatment, referrals, employment training, life skills, job search, and job placement.

Commonwealth Land Trust has permanent housing in their Windsor House Program. All residents were homeless before entering the HOPWA program at Windsor House. Services and activities included access to appropriate health and dental care, alcohol and drug counseling, mental health services, education, job training and end-of-life care. There is an on-site Case Manager, LICSW and drug and alcohol counselors meeting at the house weekly. Windsor House has multiple community linkages available to meet any needs of the residents.

iii. Barriers or Trends Overview

Although there were no specific barriers encountered regarding the HOPWA program, clients continue to need permanent housing resources to maintain their health and stability. Providers have noted that many of their clients rely solely on SSI and SSDI monthly payments for their income – which presents an even greater challenge to persons in Essex County as the housing market has become quite unaffordable. Combined with many localities' policy of conducting criminal checks on all housing applicant, HOPWA clients have even more difficulty if their past involves a history of drug abuse.

When determining priorities for this special needs population, it is clear that in the foreseeable future, efforts must focus on long term flexible housing programs and possible job training to increase income.

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.

Program accomplishments from providers include:

1. Program staff continues to provide benefits maximum services such as referring cases for fuel assistance to help offset the high cost of home heating fuel and utilities. During 2012 programs outreached to participants to see and assist those with utility arrearages because of the increasing costs.
2. Agency staff in the Merrimack Valley area continue to work closely with case managers at the five Greater Lawrence Family Health Center satellite offices to identify individual with AIDS/HIV+ who are at risk of homelessness.
3. Emmaus in Haverhill is continuing the relationship with medical providers insuring proper medical care is available and assessable. Housing Program staff is available for anyone in need of housing information services and/or rental/utility assistance.
4. Lynn Community Health Center staff are providing services and testing residents of the Lynn Shelter for HIV/AIDS. A stronger link for referrals was made through a workshop held at LHAND with LCHC and LSA staff.

2. Outcomes Assessed. Assess your program's success in enabling HOPWA beneficiaries to establish and/or better maintain a stable living environment in housing that is safe, decent, and sanitary, and improve access to care. Compare current year results to baseline results for clients. Describe how program activities/projects contributed to meeting stated goals. If program did not achieve expected targets, please describe how your program plans to address challenges in program implementation and the steps currently being taken to achieve goals in next operating year. If your program exceeded program targets, please describe strategies the program utilized and how those contributed to program successes.

1. In 2012 LHAND and sub contractors were able to assist a total of 169 households in increase of 34 household over 2011.
2. We were able to secure 29 permanent housing compared to 23 in 2011.
3. There were 57 household stabilized in 2012 compared to 49 in 2011.

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.

1. LHAND and sub-contractors continue to work closely with the community to address the housing and housing-related needs of our clients. One Hundred sixty nine (169) households were able to access our housing program (HAP) for housing services
2. We were able to stabilize Fifty Seven (57) household units.

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

Ongoing training on updated reporting requirements for both grantee and project sponsors. Also, capacity building TA to potential project sponsors regarding the development of permanent housing resources for this population.

c. Barriers and Trends Overview

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

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

Lack of affordable housing remains the key barrier to achieving objectives and outcomes. The average market rate for one (1) bedroom costs \$750-\$900. Due to the increased foreclosures over the past few years, many affordable units have been lost further complicating the already-challenging housing market.

Barriers to clients include lack of affordable housing, lack of housing subsidies, clients with multiple diagnoses such as mental illness, drug and alcohol addiction, client CORI history, lack of adequate sources of food and clothing and transportation. LHAND and Sub Contractors continue to develop community linkages to address these needs.

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.

There continues to be positive trends/developments that have impact on how persons living with HIV/AIDSs will be serviced. First, a regional homeless prevention and housing network has been established by joining the two continuums of care serving the homeless and special needs populations of Essex County. The North Shore has the new state program HomeBASE that made available rental assistance and House Hold assistance money. LHAND became to only housing authority in MA to administer Non Elderly Disabled Vouchers of which at least one HOPWA individual was given a voucher.

LHAND will continue to promote affordable housing set asides in housing developments for this population. Two units came on line in 2012. In addition, we will continue to look for permanent housing resources to supplement HOPWAs funds.

We will continue to promote increased testing for HIV/AIDSs by our service providers and increased collaboration between service providers and local health centers.

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

The 2006 Essex county AIDS Housing Needs Assessment is available to the public. LHAND has begun the planning to have a Housing Needs Assessment completed during 2012.

d. Unmet Housing Needs: An Assessment of Unmet Housing Needs

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

In Row 1, report the total unmet need of the geographical service area, as reported in *Unmet Needs for Persons with HIV/AIDS*, Chart 1B of the Consolidated or Annual Plan(s), or as reported under HOPWA worksheet in the Needs Workbook of the Consolidated Planning Management Process (CPMP) tool.

Note: Report most current data available, through Consolidated or Annual Plan(s), and account for local housing issues, or changes in HIV/AIDS cases, by using combination of one or more of the sources in Chart 2.

If data is collected on the type of housing that is needed in Rows a. through c., enter the number of HOPWA-eligible households by type of housing subsidy assistance needed. For an approximate breakdown of overall unmet need by type of housing subsidy assistance refer to the Consolidated or Annual Plan (s), CPMP tool or local distribution of

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

funds. Do not include clients who are already receiving HOPWA-funded housing subsidy assistance.

Refer to Chart 2, and check all sources consulted to calculate unmet need. Reference any data from neighboring states' or municipalities' Consolidated Plan or other planning efforts that informed the assessment of Unmet Need in

your service area.

Note: In order to ensure that the unmet need assessment for the region is comprehensive, HOPWA formula grantees should include those unmet needs assessed by HOPWA competitive grantees operating within the service area.

1. Planning Estimate of Area’s Unmet Needs for HOPWA-Eligible Households

1. Total number of households that have unmet housing subsidy assistance need.	12
2. From the total reported in Row 1, identify the number of households with unmet housing needs by type of housing subsidy assistance:	0
a. Tenant-Based Rental Assistance (TBRA)	0
b. Short-Term Rent, Mortgage and Utility payments (STRMU)	0
• Assistance with rental costs	0
• Assistance with mortgage payments	0
• Assistance with utility costs.	0
c. Housing Facilities, such as community residences, SRO dwellings, other housing facilities	12

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

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

End of PART 1

PART 2: Sources of Leveraging and Program Income

1. Sources of Leveraging

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

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

A. Source of Leveraging Chart

[1] Source of Leveraging	[2] Amount of Leveraged Funds	[3] Type of Contribution	[4] Housing Subsidy Assistance or Other Support
Public Funding			
Ryan White-Housing Assistance			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Ryan White-Other			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Housing Choice Voucher Program			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Low Income Housing Tax Credit			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
HOME			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Shelter Plus Care	10,000	Rental assistance	X Housing Subsidy Assistance <input type="checkbox"/> Other Support
Emergency Solutions Grant Lynn			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public: City of Peabody			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public: DHCD	102,835	Rental assistance	X Housing Subsidy Assistance Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Public:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Private Funding			
Grants			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
In-kind Resources	588,597	Case Management	<input type="checkbox"/> Housing Subsidy Assistance X Other Support
Other Private:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Private:			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Other Funding			
Grantee/Project Sponsor/Subrecipient (Agency) Cash			<input type="checkbox"/> Housing Subsidy Assistance <input type="checkbox"/> Other Support
Resident Rent Payments by Client to Private Landlord			
TOTAL (Sum of all Rows70)	7,011,432		

2. Program Income and Resident Rent Payments

In Section 2, Chart A., report the total amount of program income and resident rent payments directly generated from the use of HOPWA funds, including repayments. Include resident rent payments collected or paid directly to the HOPWA program. Do NOT include payments made directly from a client household to a private landlord.

Note: Please see report directions section for definition of program income. (Additional information on program income is available in the HOPWA Grantee Oversight Resource Guide).

A. Total Amount Program Income and Resident Rent Payment Collected During the Operating Year

Program Income and Resident Rent Payments Collected		Total Amount of Program Income (for this operating year)
1.	Program income (e.g. repayments)	
2.	Resident Rent Payments made directly to HOPWA Program	37,152.00
3.	Total Program Income and Resident Rent Payments (Sum of Rows 1 and 2)	37,152.00

B. Program Income and Resident Rent Payments Expended To Assist HOPWA Households

In Chart B, report on the total program income and resident rent payments (as reported above in Chart A) expended during the operating year. Use Row 1 to report Program Income and Resident Rent Payments expended on Housing Subsidy Assistance Programs (i.e., TBRA, STRMU, PHP, Master Leased Units, and Facility-Based Housing). Use Row 2 to report on the Program Income and Resident Rent Payment expended on Supportive Services and other non-direct Housing Costs.

Program Income and Resident Rent Payment Expended on HOPWA programs		Total Amount of Program Income Expended (for this operating year)
1.	Program Income and Resident Rent Payment Expended on Housing Subsidy Assistance costs	37,152.000
2.	Program Income and Resident Rent Payment Expended on Supportive Services and other non-direct housing costs	0
3.	Total Program Income Expended (Sum of Rows 1 and 2)	37,152.00g

End of PART 2

PART 3: Accomplishment Data Planned Goal and Actual Outputs

In Chart 1, enter performance information (goals and actual outputs) for all activities undertaken during the operating year supported with HOPWA funds. Performance is measured by the number of households and units of housing that were supported with HOPWA or other federal, state, local, or private funds for the purposes of providing housing assistance and support to persons living with HIV/AIDS and their families.

Note: The total households assisted with HOPWA funds and reported in PART 3 of the CAPER should be the same as reported in the annual year-end IDIS data, and goals reported should be consistent with the Annual Plan information. Any discrepancies or deviations should be explained in the narrative section of PART 1.

1. HOPWA Performance Planned Goal and Actual Outputs

HOPWA Performance Planned Goal and Actual		[1] Output: Households				[2] Output: Funding	
		HOPWA Assistance		Leveraged Households		HOPWA Funds	
		a.	b.	c.	d.	e.	f.
		Goal	Actual	Goal	Actual	HOPWA Budget	HOPWA Actual
HOPWA Housing Subsidy Assistance		[1] Output: Households				[2] Output: Funding	
1.	Tenant-Based Rental Assistance						
2a.	Permanent Housing Facilities: Received Operating Subsidies/Leased units (Households Served)	30	30			114,785	
2b.	Transitional/Short-term Facilities: Received Operating Subsidies/Leased units (Households Served)						
3a.	Permanent Housing Facilities: Capital Development Projects placed in service during the operating year (Households Served)						
3b.	Transitional/Short-term Facilities: Capital Development Projects placed in service during the operating year (Households Served)						
4.	Short-Term Rent, Mortgage and Utility Assistance	32	32			35,925	
5.	Permanent Housing Placement Services						
6.	Adjustments for duplication (subtract)						
7.	Total HOPWA Housing Subsidy Assistance (Columns a. – d. equal the sum of Rows 1-5 minus Row 6; Columns e. and f. equal the sum of Rows 1-5)	62	62			150,710	
Housing Development (Construction and Stewardship of facility based housing)		[1] Output: Housing Units				[2] Output: Funding	
8.	Facility-based units; Capital Development Projects not yet opened (Housing Units)						
9.	Stewardship Units subject to 3 or 10 year use agreements						
10.	Total Housing Developed (Sum of Rows 78 & 9)						
Supportive Services		[1] Output Households				[2] Output: Funding	
11a.	Supportive Services provided by project sponsors/subrecipient that also delivered HOPWA housing subsidy assistance	62	62			150,710	
11b.	Supportive Services provided by project sponsors/subrecipient that only provided supportive services.	46	57			108,319	
12.	Adjustment for duplication (subtract)						
13.	Total Supportive Services (Columns a. – d. equal the sum of Rows 11 a. & b. minus Row 12; Columns e. and f. equal the sum of Rows 11a. & 11b.)	108	119			259,029	
Housing Information Services		[1] Output Households				[2] Output: Funding	
14.	Housing Information Services	92	107			108,319	
15.	Total Housing Information Services	92	107			108,319	

Grant Administration and Other Activities		[1] Output Households				[2] Output: Funding	
16.	Resource Identification to establish, coordinate and develop housing assistance resources					5,553	5,553
17.	Technical Assistance (if approved in grant agreement)						
18.	Grantee Administration (maximum 3% of total HOPWA grant)					10,677	10,677
19.	Project Sponsor Administration (maximum 7% of portion of HOPWA grant awarded)					14,462	14,462
20.	Total Grant Administration and Other Activities (Sum of Rows 16 – 19)					30,692	30,692
Total Expended						[2] Outputs: HOPWA Funds Expended	
						Budget	Actual
21.	Total Expenditures for program year (Sum of Rows 7, 10, 13, 15, and 20)					332,611	332,611

2. Listing of Supportive Services

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

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

Supportive Services		[1] Output: Number of <u>Households</u>	[2] Output: Amount of HOPWA Funds Expended
1.	Adult day care and personal assistance		
2.	Alcohol and drug abuse services		
3.	Case management	119	259,029
4.	Child care and other child services		
5.	Education		
6.	Employment assistance and training		
7.	Health/medical/intensive care services, if approved Note: Client records must conform with 24 CFR §574.310		
8.	Legal services		
9.	Life skills management (outside of case management)		
10.	Meals/nutritional services		
11.	Mental health services		
12.	Outreach		
13.	Transportation		
14.	Other Activity (if approved in grant agreement). Specify:		
15.	Sub-Total Households receiving Supportive Services (Sum of Rows 1-14)	119	
16.	Adjustment for Duplication (subtract)		
17.	TOTAL Unduplicated Households receiving Supportive Services (Column [1] equals Row 15 minus Row 16; Column [2] equals sum of Rows 1-14)	119	259,029

3. Short-Term Rent, Mortgage and Utility Assistance (STRMU) Summary

In Row a., enter the total number of households served and the amount of HOPWA funds expended on Short-Term Rent, Mortgage and Utility (STRMU) Assistance. In Row b., enter the total number of STRMU-assisted households that received assistance with mortgage costs only (no utility costs) and the amount expended assisting these households. In Row c., enter the total number of STRMU-assisted households that received assistance with both mortgage and utility costs and the amount expended assisting these households. In Row d., enter the total number of STRMU-assisted households that received assistance with rental costs only (no utility costs) and the amount expended assisting these households. In Row e., enter the total number of STRMU-assisted households that received assistance with both rental and utility costs and the amount expended assisting these households. In Row f., enter the total number of STRMU-assisted households that received assistance with utility costs only (not including rent or mortgage costs) and the amount expended assisting these households. In row g., report the amount of STRMU funds expended to support direct program costs such as program operation staff.

Data Check: The total households reported as served with STRMU in Row a., column [1] and the total amount of HOPWA funds reported as expended in Row a., column [2] equals the household and expenditure total reported for STRMU in Part 3, Chart 1, Row 4, Columns b. and f., respectively.

Data Check: The total number of households reported in Column [1], Rows b., c., d., e., and f. equal the total number of STRMU households reported in Column [1], Row a. The total amount reported as expended in Column [2], Rows b., c., d., e., f., and g. equal the total amount of STRMU expenditures reported in Column [2], Row a.

Housing Subsidy Assistance Categories (STRMU)		[1] Output: Number of <u>Households</u> Served	[2] Output: Total HOPWA Funds Expended on STRMU during Operating Year
a.	Total Short-term mortgage, rent and/or utility (STRMU) assistance	30	35,925
b.	<u>Of the total STRMU reported on Row a.</u> , total who received assistance with mortgage costs ONLY.		
c.	<u>Of the total STRMU reported on Row a.</u> , total who received assistance with mortgage and utility costs.		
d.	<u>Of the total STRMU reported on Row a.</u> , total who received assistance with rental costs ONLY.	30	34,441
e.	<u>Of the total STRMU reported on Row a.</u> , total who received assistance with rental and utility costs.		
f.	<u>Of the total STRMU reported on Row a.</u> , total who received assistance with utility costs ONLY.	2	1,484
g.	Direct program delivery costs (e.g., program operations staff time)		

End of PART 3

Part 4: Summary of Performance Outcomes

In Column [1], report the total number of eligible households that received HOPWA housing subsidy assistance, by type.

In Column [2], enter the number of households that continued to access each type of housing subsidy assistance into next operating year. In Column [3], report the housing status of all households that exited the program.

Data Check: The sum of Columns [2] (Number of Households Continuing) and [3] (Exited Households) equals the total reported in Column[1].

Note: Refer to the housing stability codes that appear in Part 5: Worksheet - Determining Housing Stability Outcomes.

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

A. Permanent Housing Subsidy Assistance

	[1] Output: Total Number of Households Served	[2] Assessment: Number of Households that Continued Receiving HOPWA Housing Subsidy Assistance into the Next Operating Year	[3] Assessment: Number of Households that exited this HOPWA Program; their Housing Status after Exiting		[4] HOPWA Client Outcomes
Tenant-Based Rental Assistance			1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing		<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing		<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA		
			5 Other Subsidy		
			6 Institution		<i>Unstable Arrangements</i>
			7 Jail/Prison		
			8 Disconnected/Unknown		
			9 Death		<i>Life Event</i>
Permanent Supportive Housing Facilities/ Units	30		1 Emergency Shelter/Streets		<i>Unstable Arrangements</i>
			2 Temporary Housing		<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
			3 Private Housing	28	<i>Stable/Permanent Housing (PH)</i>
			4 Other HOPWA	2	
			5 Other Subsidy		
			6 Institution		<i>Unstable Arrangements</i>
			7 Jail/Prison		
			8 Disconnected/Unknown		
			9 Death		<i>Life Event</i>

B. Transitional Housing Assistance

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

			6 Institution		
			7 Jail/Prison		<i>Unstable Arrangements</i>
			8 Disconnected/unknown		
			9 Death		<i>Life Event</i>
B1: Total number of households receiving transitional/short-term housing assistance whose tenure exceeded 24 months					

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

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

In Column [2], identify the outcomes of the households reported in Column [1] either at the time that they were known to have left the STRMU program or through the project sponsor or subrecipient’s best assessment for stability at the end of the operating year.

Information in Column [3] provides a description of housing outcomes; therefore, data is not required.

At the bottom of the chart:

- In Row 1a., report those households that received STRMU assistance during the operating year of this report, and the prior operating year.
- In Row 1b., report those households that received STRMU assistance during the operating year of this report, and the two prior operating years.

Data Check: The total households reported as served with STRMU in Column [1] equals the total reported in Part 3, Chart 1, Row 4, Column b.

Data Check: The sum of Column [2] should equal the number of households reported in Column [1].

Assessment of Households that Received STRMU Assistance

[1] Output: Total number of households	[2] Assessment of Housing Status		[3] HOPWA Client Outcomes
32	Maintain Private Housing without subsidy <i>(e.g. Assistance provided/completed and client is stable, not likely to seek additional support)</i>	14	<i>Stable/Permanent Housing (PH)</i>
	Other Private Housing without subsidy <i>(e.g. client switched housing units and is now stable, not likely to seek additional support)</i>	10	
	Other HOPWA Housing Subsidy Assistance	2	
	Other Housing Subsidy (PH)		
	Institution <i>(e.g. residential and long-term care)</i>		
	Likely that additional STRMU is needed to maintain current housing arrangements	6	<i>Temporarily Stable, with Reduced Risk of Homelessness</i>
	Transitional Facilities/Short-term <i>(e.g. temporary or transitional arrangement)</i>		
	Temporary/Non-Permanent Housing arrangement <i>(e.g. gave up lease, and moved in with family or friends but expects to live there less than 90 days)</i>		
	Emergency Shelter/street		<i>Unstable Arrangements</i>
	Jail/Prison		
	Disconnected		
	Death		<i>Life Event</i>
1a. Total number of those households that received STRMU Assistance in the operating year of this report that also received STRMU assistance in the prior operating year (e.g. households that received STRMU assistance in two consecutive operating years).			3

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

2

Section 3. HOPWA Outcomes on Access to Care and Support

1a. Total Number of Households

Line [1]: For project sponsors/subrecipients that provided HOPWA housing subsidy assistance during the operating year identify in the appropriate row the number of households that received HOPWA housing subsidy assistance (TBRA, STRMU, Facility-Based, PHP and Master Leasing) and HOPWA funded case management services. Use Row c. to adjust for duplication among the service categories and Row d. to provide an unduplicated household total.

Line [2]: For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance identify in the appropriate row the number of households that received HOPWA funded case management services.

Note: These numbers will help you to determine which clients to report Access to Care and Support Outcomes for and will be used by HUD as a basis for analyzing the percentage of households who demonstrated or maintained connections to care and support as identified in Chart 1b. below.

Total Number of Households	
1. For Project Sponsors/Subrecipients that provided HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded services:	
a. Housing Subsidy Assistance (duplicated)-TBRA, STRMU, PHP, Facility-Based Housing, and Master Leasing	62
b. Case Management	62
c. Adjustment for duplication (subtraction)	62
d. Total Households Served by Project Sponsors/Subrecipients with Housing Subsidy Assistance (Sum of Rows a.b. minus Row c.)	62
2. For Project Sponsors/Subrecipients did NOT provide HOPWA Housing Subsidy Assistance: Identify the total number of households that received the following HOPWA-funded service:	
a. HOPWA Case Management	57
b. Total Households Served by Project Sponsors/Subrecipients without Housing Subsidy Assistance	57

1b. Status of Households Accessing Care and Support

Column [1]: Of the households identified as receiving services from project sponsors/subrecipients that provided HOPWA housing subsidy assistance as identified in Chart 1a., Row 1d. above, report the number of households that demonstrated access or maintained connections to care and support within the program year.

Column [2]: Of the households identified as receiving services from project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance as reported in Chart 1a., Row 2b., report the number of households that demonstrated improved access or maintained connections to care and support within the program year.

Note: For information on types and sources of income and medical insurance/assistance, refer to Charts below.

Categories of Services Accessed	[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:	Outcome Indicator
1. Has a housing plan for maintaining or establishing stable on-going housing	62	57	Support for Stable Housing
2. Had contact with case manager/benefits counselor consistent with the schedule specified in client's individual service plan (may include leveraged services such as Ryan White Medical Case Management)	62	57	Access to Support
3. Had contact with a primary health care provider consistent with the schedule specified in client's individual service plan	62	57	Access to Health Care
4. Accessed and maintained medical insurance/assistance	62	57	Access to Health Care
5. Successfully accessed or maintained qualification for sources of income	62	57	Sources of Income

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

<ul style="list-style-type: none"> • MEDICAID Health Insurance Program, or use local program name • MEDICARE Health Insurance Program, or use local program name 	<ul style="list-style-type: none"> • Veterans Affairs Medical Services • AIDS Drug Assistance Program (ADAP) • State Children’s Health Insurance Program (SCHIP), or use local program name 	<ul style="list-style-type: none"> • Ryan White-funded Medical or Dental Assistance
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Chart 1b., Row 5: Sources of Income include, but are not limited to the following (Reference only)

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

Column [1]: Of the households identified as receiving services from project sponsors/subrecipients that provided HOPWA housing subsidy assistance as identified in Chart 1a., Row 1d. above, report on the number of households that include persons who obtained an income-producing job during the operating year that resulted from HOPWA-funded Job training, employment assistance, education or related case management/counseling services.

Column [2]: Of the households identified as receiving services from project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance as reported in Chart 1a., Row 2b., report on the number of households that include persons who obtained an income-producing job during the operating year that resulted from HOPWA-funded Job training, employment assistance, education or case management/counseling services.

Note: This includes jobs created by this project sponsor/subrecipients or obtained outside this agency.

Note: Do not include jobs that resulted from leveraged job training, employment assistance, education or case management/counseling services.

Categories of Services Accessed	[1] For project sponsors/subrecipients that provided HOPWA housing subsidy assistance, identify the households who demonstrated the following:	[2] For project sponsors/subrecipients that did NOT provide HOPWA housing subsidy assistance, identify the households who demonstrated the following:
Total number of households that obtained an income-producing job	25	38

End of PART 4

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

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

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

Background on HOPWA Housing Stability Codes

Stable Permanent Housing/Ongoing Participation

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

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

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

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

Temporary Housing

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

Unstable Arrangements

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

7 = Jail /prison.

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

Life Event

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

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

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

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

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

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

End of PART 5

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

The Annual Certification of Usage for HOPWA Facility-Based Stewardship Units is to be used in place of Part 7B of the CAPER if the facility was originally acquired, rehabilitated or constructed/developed in part with HOPWA funds but no HOPWA funds were expended during the operating year. Scattered site units may be grouped together on one page.

Grantees that used HOPWA funding for new construction, acquisition, or substantial rehabilitation are required to operate their facilities for HOPWA eligible individuals for at least ten (10) years. If non-substantial rehabilitation funds were used they are required to operate for at least three (3) years. Stewardship begins once the facility is put into operation.

Note: See definition of Stewardship Units.

1. General information

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

2. Number of Units and Non-HOPWA Expenditures

Facility Name:	Number of Stewardship Units Developed with HOPWA funds	Amount of Non-HOPWA Funds Expended in Support of the Stewardship Units during the Operating Year
Total Stewardship Units (subject to 3- or 10- year use periods)		

3. Details of Project Site

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

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

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Name & Title of Authorized Official of the organization that continues to operate the facility:	Signature & Date (mm/dd/yy)
Name & Title of Contact at Grantee Agency <i>(person who can answer questions about the report and program)</i>	Contact Phone (with area code)

End of PART 6

Part 7: Summary Overview of Grant Activities

A. Information on Individuals, Beneficiaries, and Households Receiving HOPWA Housing Subsidy Assistance (TBRA, STRMU, Facility-Based Units, Permanent Housing Placement and Master Leased Units ONLY)

Note: Reporting for this section should include ONLY those individuals, beneficiaries, or households that received and/or resided in a household that received HOPWA Housing Subsidy Assistance as reported in Part 3, Chart 1, Row 7, Column b. (e.g., do not include households that received HOPWA supportive services ONLY).

Section 1. HOPWA-Eligible Individuals who Received HOPWA Housing Subsidy Assistance

a. Total HOPWA Eligible Individuals Living with HIV/AIDS

In Chart a., provide the total number of eligible (and unduplicated) low-income individuals living with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance during the operating year. This total should include only the individual who qualified the household for HOPWA assistance, NOT all HIV positive individuals in the household.

Individuals Served with Housing Subsidy Assistance	Total
Number of individuals with HIV/AIDS who qualified their household to receive HOPWA housing subsidy assistance.	62

Chart b. Prior Living Situation

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

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

Category		Total HOPWA Eligible Individuals Receiving Housing Subsidy Assistance
1.	<u>Continuing</u> to receive HOPWA support from the prior operating year	30
New Individuals who received HOPWA Housing Subsidy Assistance support during Operating Year		
2.	Place not meant for human habitation (such as a vehicle, abandoned building, bus/train/subway station/airport, or outside)	
3.	Emergency shelter (including hotel, motel, or campground paid for with emergency shelter voucher)	
4.	Transitional housing for homeless persons	
5.	Total number of new Eligible Individuals who received HOPWA Housing Subsidy Assistance with a Prior Living Situation that meets HUD definition of homelessness (Sum of Rows 2 – 4)	
6.	Permanent housing for formerly homeless persons (such as Shelter Plus Care, SHP, or SRO Mod Rehab)	
7.	Psychiatric hospital or other psychiatric facility	
8.	Substance abuse treatment facility or detox center	4
9.	Hospital (non-psychiatric facility)	
10.	Foster care home or foster care group home	
11.	Jail, prison or juvenile detention facility	
12.	Rented room, apartment, or house	25
13.	House you own	
14.	Staying or living in someone else’s (family and friends) room, apartment, or house	
15.	Hotel or motel paid for without emergency shelter voucher	
16.	Other	
17.	Don’t Know or Refused	3

18.	TOTAL Number of HOPWA Eligible Individuals (sum of Rows 1 and 5-17)	62
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c. Homeless Individual Summary

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

Category	Number of Homeless Veteran(s)	Number of Chronically Homeless
HOPWA eligible individuals served with HOPWA Housing Subsidy Assistance	2	12

Section 2. Beneficiaries

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

Note: See definition of HOPWA Eligible Individual

Note: See definition of Transgender.

Note: See definition of Beneficiaries.

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

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

Individuals and Families Served with HOPWA Housing Subsidy Assistance	Total Number
1. Number of individuals with HIV/AIDS who qualified the household to receive HOPWA housing subsidy assistance (equals the number of HOPWA Eligible Individuals reported in Part 7A, Section 1, Chart a.)	62
2. Number of ALL other persons diagnosed as HIV positive who reside with the HOPWA eligible individuals identified in Row 1 and who benefitted from the HOPWA housing subsidy assistance	3
3. Number of ALL other persons NOT diagnosed as HIV positive who reside with the HOPWA eligible individual identified in Row 1 and who benefited from the HOPWA housing subsidy	7
4. TOTAL number of ALL <u>beneficiaries</u> served with Housing Subsidy Assistance (Sum of Rows 1,2, & 3)	72

b. Age and Gender

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

HOPWA Eligible Individuals (Chart a, Row 1)						
		A.	B.	C.	D.	E.
		Male	Female	Transgender M to F	Transgender F to M	TOTAL (Sum of Columns A-D)
1.	Under 18					
2.	18 to 30 years	12	8			20
3.	31 to 50 years	23	10			33
4.	51 years and Older	5	4			9
5.	Subtotal (Sum of Rows 1-4)	40	22			62
All Other Beneficiaries (Chart a, Rows 2 and 3)						
		A.	B.	C.	D.	E.
		Male	Female	Transgender M to F	Transgender F to M	TOTAL (Sum of Columns A-D)
6.	Under 18	3	2			5
7.	18 to 30 years	2	1			3
8.	31 to 50 years	1	1			2
9.	51 years and Older					
10.	Subtotal (Sum of Rows 6-9)	6	4			10
Total Beneficiaries (Chart a, Row 4)						
11.	TOTAL (Sum of Rows 5 & 10)	46	22			72

c. Race and Ethnicity*

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

Category		HOPWA Eligible Individuals		All Other Beneficiaries	
		[A] Race [all individuals reported in Section 2, Chart a., Row 1]	[B] Ethnicity [Also identified as Hispanic or Latino]	[C] Race [total of individuals reported in Section 2, Chart a., Rows 2 & 3]	[D] Ethnicity [Also identified as Hispanic or Latino]
1.	American Indian/Alaskan Native				
2.	Asian				
3.	Black/African American	30		1	
4.	Native Hawaiian/Other Pacific Islander				
5.	White				
6.	American Indian/Alaskan Native & White				
7.	Asian & White	26		3	
8.	Black/African American & White				
9.	American Indian/Alaskan Native & Black/African American				
10.	Other Multi-Racial	6		6	
11.	Column Totals (Sum of Rows 1-10)	62		10	
<i>Data Check: Sum of Row 11 Column A and Row 11 Column C equals the total number HOPWA Beneficiaries reported in Part 3A, Section 2, Chart a., Row 4.</i>					

*Reference (data requested consistent with Form HUD-27061 Race and Ethnic Data Reporting Form)

Section 3. Households

Household Area Median Income

Report the area median income(s) for all households served with HOPWA housing subsidy assistance.

Data Check: The total number of households served with HOPWA housing subsidy assistance should equal Part 3C, Row 7, Column b and Part 7A, Section 1, Chart a. (Total HOPWA Eligible Individuals Served with HOPWA Housing Subsidy Assistance).

Note: Refer to http://www.huduser.org/portal/datasets/il/il2010/select_Geography_mfi.odn for information on area median income in your community.

Percentage of Area Median Income		Households Served with HOPWA Housing Subsidy Assistance
1.	0-30% of area median income (extremely low)	28
2.	31-50% of area median income (very low)	34
3.	51-80% of area median income (low)	
4.	Total (Sum of Rows 1-3)	62

Part 7: Summary Overview of Grant Activities
B. Facility-Based Housing Assistance

Complete one Part 7B for each facility developed or supported through HOPWA funds.

Do not complete this Section for programs originally developed with HOPWA funds but no longer supported with HOPWA funds. If a facility was developed with HOPWA funds (subject to ten years of operation for acquisition, new construction and substantial rehabilitation costs of stewardship units, or three years for non-substantial rehabilitation costs), but HOPWA funds are no longer used to support the facility, the project sponsor or subrecipient should complete Part 6: Annual Certification of Continued Usage for HOPWA Facility-Based Stewardship Units (ONLY).

Complete Charts 2a., Project Site Information, and 2b., Type of HOPWA Capital Development Project Units, for all Development Projects, including facilities that were past development projects, but continued to receive HOPWA operating dollars this reporting year.

1. Project Sponsor/Subrecipient Agency Name (Required)

--

2. Capital Development

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

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

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

2b. Number and Type of HOPWA Capital Development Project Units (For Current or Past Capital Development

Projects that receive HOPWA Operating Costs this Reporting Year)

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

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

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

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

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

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

3a. Check one only

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

3b. Type of Facility

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

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

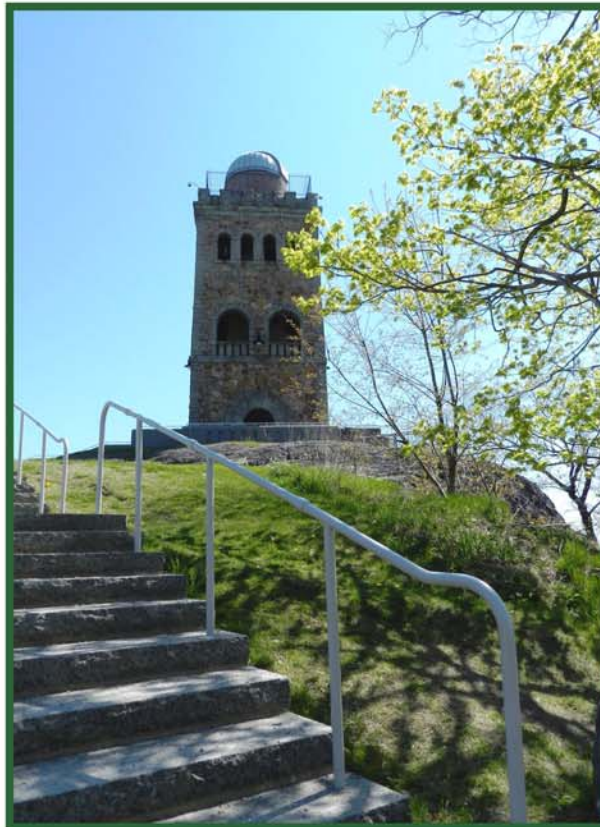
Type of housing facility operated by the project sponsor/subrecipient		Total Number of <u>Units</u> in use during the Operating Year Categorized by the Number of Bedrooms per Units				
		SRO/Studio/0 bdrm	1 bdrm	2 bdrm	3 bdrm	4 bdrm
a.	Single room occupancy dwelling					
b.	Community residence					
c.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

4. Households and Housing Expenditures

Enter the total number of households served and the amount of HOPWA funds expended by the project sponsor/sub-recipient on subsidies for housing involving the use of facilities, master leased units, project based or other scattered site units leased by the organization.

Housing Assistance Category: Facility Based Housing		Output: Number of Households	Output: Total HOPWA Funds Expended during Operating Year by Project Sponsor/subrecipient
a.	Leasing Costs		
b.	Operating Costs		
c.	Project-Based Rental Assistance (PBRA) or other leased units		
d.	Other Activity (if approved in grant agreement) <u>Specify:</u>		
e.	Adjustment to eliminate duplication (subtract)		
f.	TOTAL Facility-Based Housing Assistance (Sum Rows a. through d. minus Row e.)		

ESG—HMIS Reports



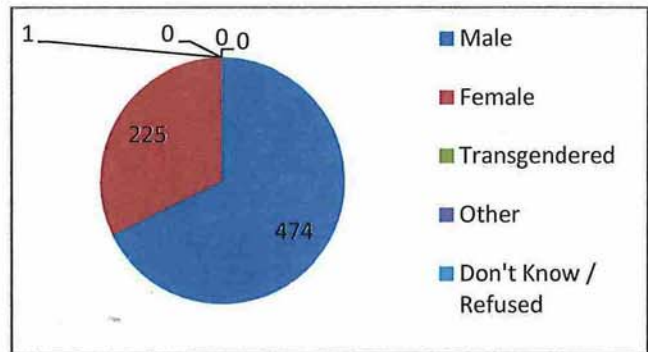
High Rock Tower

ESG CAPER Report

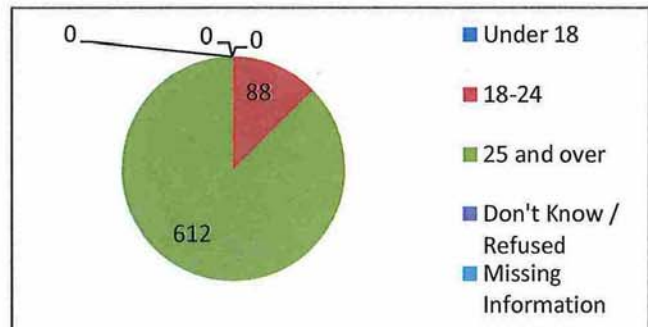
Report Start Date:	7/1/2012	Organization:	LSA - Lynn
Report End Date:	6/30/2013	Program/Project:	LSA - ES Ind

Q4 - People Served	a. Homeless Prevention Activities	b. Rapid Re-Housing Activities	c. Shelter Activities	d. Street Outreach	e. Total Persons
Adults	0	0	700	0	700
Children	0	0	0	0	0
Don't Know/ Refused	0	0	0	0	0
Missing Information	0	0	0	0	0
Total	0	0	700	0	700

Q5 - Gender	Total
Male	474
Female	225
Transgendered	1
Other	0
Don't Know / Refused	0
Missing Information	0
Total	700



Q6 - Age	Total
Under 18	0
18-24	88
25 and over	612
Don't Know / Refused	0
Missing Information	0
Total	700



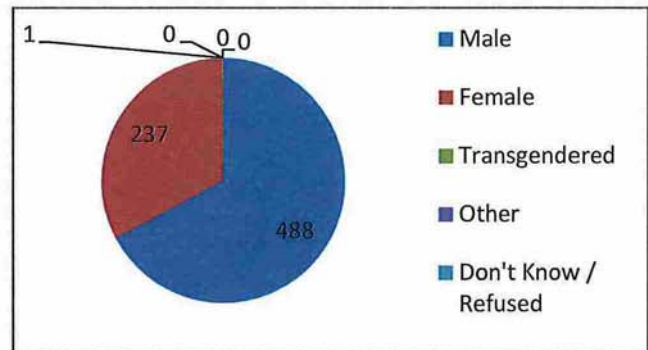
Q7 - Special Populations	a. Homeless Prevention Activities	b. Rapid Re-Housing Activities	c. Shelter Activities	d. Street Outreach	e. Total Persons
Sub-populations					
Veterans	0	0	39	0	39
Victims of Domestic Violence	0	0	61	0	61
Elderly	0	0	24	0	24
HIV/AIDS	0	0	8	0	8
Chronic Homelessness	0	0	162	0	162
Persons with Disabilities					
Severely Mentally Ill	0	0	377	0	377
Chronic Substance Abuse	0	0	427	0	427
Other Disability	0	0	261	0	261

ESG CAPER Report

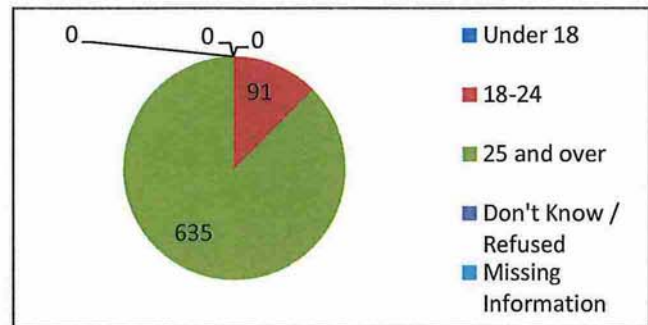
Report Start Date:	7/1/2012	Organization:	LSA - Lynn
Report End Date:	6/30/2013	Program/Project:	LSA - ES Ind

Q4 - People Served	a. Homeless Prevention Activities	b. Rapid Re-Housing Activities	c. Shelter Activities	d. Street Outreach	e. Total Persons
Adults	0	0	726	0	726
Children	0	0	0	0	0
Don't Know/ Refused	0	0	0	0	0
Missing Information	0	0	0	0	0
Total	0	0	726	0	726

Q5 - Gender	Total
Male	488
Female	237
Transgendered	1
Other	0
Don't Know / Refused	0
Missing Information	0
Total	726



Q6 - Age	Total
Under 18	0
18-24	91
25 and over	635
Don't Know / Refused	0
Missing Information	0
Total	726



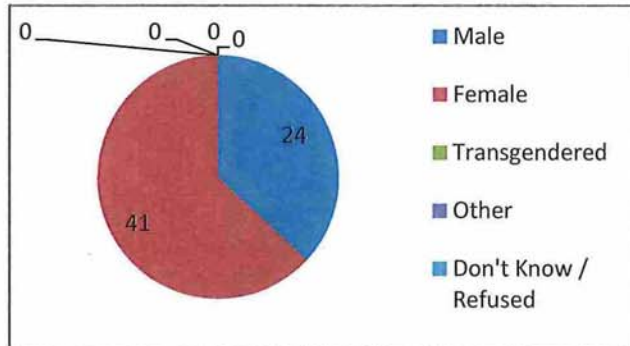
Q7 - Special Populations	a. Homeless Prevention Activities	b. Rapid Re-Housing Activities	c. Shelter Activities	d. Street Outreach	e. Total Persons
Sub-populations					
Veterans	0	0	40	0	40
Victims of Domestic Violence	0	0	63	0	63
Elderly	0	0	26	0	26
HIV/AIDS	0	0	7	0	7
Chronic Homelessness	0	0	169	0	169
Persons with Disabilities					
Severely Mentally Ill	0	0	393	0	393
Chronic Substance Abuse	0	0	437	0	437
Other Disability	0	0	279	0	279

ESG CAPER Report

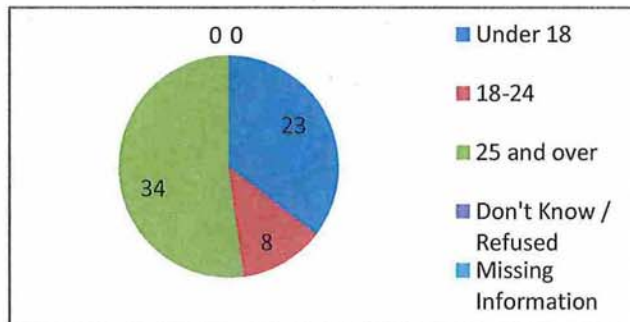
Report Start Date:	7/1/2012	Organization:	LHAND
Report End Date:	6/30/2013	Program/Project:	ESG Lynn - LHAND

Q4 - People Served	a. Homeless Prevention Activities	b. Rapid Re-Housing Activities	c. Shelter Activities	d. Street Outreach	e. Total Persons
Adults	0	42	0	0	42
Children	0	23	0	0	23
Don't Know/ Refused	0	0	0	0	0
Missing Information	0	0	0	0	0
Total	0	65	0	0	65

Q5 - Gender	Total
Male	24
Female	41
Transgendered	0
Other	0
Don't Know / Refused	0
Missing Information	0
Total	65



Q6 - Age	Total
Under 18	23
18-24	8
25 and over	34
Don't Know / Refused	0
Missing Information	0
Total	65



Q7 - Special Populations	a. Homeless Prevention Activities	b. Rapid Re-Housing Activities	c. Shelter Activities	d. Street Outreach	e. Total Persons
Sub-populations					
Veterans	0	1	0	0	1
Victims of Domestic Violence	0	5	0	0	5
Elderly	0	1	0	0	1
HIV/AIDS	0	0	0	0	0
Chronic Homelessness	0	2	0	0	2
Persons with Disabilities					
Severely Mentally Ill	0	17	0	0	17
Chronic Substance Abuse	0	6	0	0	6
Other Disability	0	18	0	0	18

HUD Annual Performance Report

Q16: Age										
<i>Program Applicability: SHP-TH, SHP-PH, SHP-SSO Outreach, SH, S+C, SRO, HPRP</i>										
<i>Client Applicability: All Persons</i>										
Age Ranges	Total number of persons		Number of persons in households <u>without children</u>		Number of persons in households <u>with children</u>				Number of persons in households with <u>unknown household type</u>	
					Persons in households with <u>at least one adult and one child</u>		Persons in households with <u>only children</u>			
	N	%	N	%	N	%	N	%	N	%
Under 5 years	0	0.00%	N/A		0		0		0	
5 – 12	0	0.00%			0		0		0	
13 – 17	0	0.00%			0		0		0	
18 – 24	91	12.53%	91	12.53%	0		N/A		0	
25 – 34	162	25.90%	162	25.90%	0				0	
35 – 44	159	21.90%	159	21.90%	0				0	
45 – 54	190	26.17%	190	26.17%	0				0	
55 – 61	72	9.92%	72	9.92%	0				0	
62 and over	26	3.58%	26	3.58%	0		0		0	
Don't know / refused	0	0.00%	0	0.00%	0		0		0	
Missing this information	0	0.00%	0	0.00%	0		0		0	
Total number of persons	700	100%	700	100%	0	100%	0	100%	0	100%

Q17: Ethnicity and Race										
<i>Program Applicability: All SHP, SH, S+C, SRO, HPRP</i>										
<i>Client Applicability: All Persons</i>										
Ethnicity and race	Total number of persons		Number of persons in households <u>without children</u>		Number of persons in households <u>with children</u>				Number of persons in households with <u>unknown household type</u>	
					Persons in households with <u>at least one adult and one child</u>		Persons in households with <u>only children</u>			
	N	%	N	%	N	%	N	%	N	%
(17a) Ethnicity										
Non-Hispanic/non-Latino	551	79.48%	551	79.48%	0		0		0	
Hispanic/Latino	147	20.25%	147	20.25%	0		0		0	
Don't know / refused	2	0.28%	2	0.28%	0		0		0	
Missing this information	0	0.00%	0	0.00%	0		0		0	
Total number of persons	700	100%	700	100%	0	100%	0	100%	0	100%
(17b) Race										
White	500	71.17%	500	71.17%	0		0		0	
Black or African-American	158	23.17%	158	23.17%	0		0		0	
Asian	10	1.38%	10	1.38%	0		0		0	
American Indian or Alaska Native	7	0.97%	7	0.97%	0		0		0	
Native Hawaiian or Other Pacific Islander	3	0.41%	3	0.41%	0		0		0	
Multiple races	4	0.55%	4	0.55%	0		0		0	
Don't know / refused	17	2.34%	17	2.34%	0		0		0	
Information Missing	1	0.00%	1	0.00%	0		0		0	
Total number of persons	700	100%	700	100%	0	100%	0	100%	0	100%

HUD Annual Performance Report

Q16: Age										
<i>Program Applicability: SHP-TH, SHP-PH, SHP-SSO Outreach, SH, S+C, SRO, HPRP</i>										
<i>Client Applicability: All Persons</i>										
Age Ranges	Total number of persons		Number of persons in households without children		Number of persons in households with children				Number of persons in households with unknown household type	
					Persons in households with at least one adult and one child		Persons in households with only children			
	N	%	N	%	N	%	N	%	N	%
Under 5 years	0	0.00%	N/A		0		0		0	
5 – 12	0	0.00%			0		0		0	
13 – 17	0	0.00%			0		0		0	
18 – 24	91	12.53%	91	12.53%	0		N/A		0	
25 – 34	188	25.90%	188	25.90%	0				0	
35 – 44	159	21.90%	159	21.90%	0				0	
45 – 54	190	26.17%	190	26.17%	0				0	
55 – 61	72	9.92%	72	9.92%	0				0	
62 and over	26	3.58%	26	3.58%	0		0		0	
Don't know / refused	0	0.00%	0	0.00%	0		0		0	
Missing this information	0	0.00%	0	0.00%	0		0		0	
Total number of persons	726	100%	726	100%	0	100%	0	100%	0	100%

Q17: Ethnicity and Race										
<i>Program Applicability: All SHP, SH, S+C, SRO, HPRP</i>										
<i>Client Applicability: All Persons</i>										
Ethnicity and race	Total number of persons		Number of persons in households without children		Number of persons in households with children				Number of persons in households with unknown household type	
					Persons in households with at least one adult and one child		Persons in households with only children			
	N	%	N	%	N	%	N	%	N	%
(17a) Ethnicity										
Non-Hispanic/non-Latino	577	79.48%	577	79.48%	0		0		0	
Hispanic/Latino	147	20.25%	147	20.25%	0		0		0	
Don't know / refused	2	0.28%	2	0.28%	0		0		0	
Missing this information	0	0.00%	0	0.00%	0		0		0	
Total number of persons	726	100%	726	100%	0	100%	0	100%	0	100%
(17b) Race										
White	516	71.17%	516	71.17%	0		0		0	
Black or African-American	168	23.17%	168	23.17%	0		0		0	
Asian	10	1.38%	10	1.38%	0		0		0	
American Indian or Alaska Native	7	0.97%	7	0.97%	0		0		0	
Native Hawaiian or Other Pacific Islander	3	0.41%	3	0.41%	0		0		0	
Multiple races	4	0.55%	4	0.55%	0		0		0	
Don't know / refused	17	2.34%	17	2.34%	0		0		0	
Information Missing	0	0.00%	0	0.00%	0		0		0	
Total number of persons	725	100%	725	100%	0	100%	0	100%	0	100%

HUD Annual Performance Report

Q16: Age
 Program Applicability: SHP-TH, SHP-PH, SHP-SSO Outreach, SH, S+C, SRO, HPRP
 Client Applicability: All Persons

Age Ranges	Total number of persons		Number of persons in households without children		Number of persons in households with children				Number of persons in households with unknown household type	
					Persons in households with at least one adult and one child		Persons in households with only children			
	N	%	N	%	N	%	N	%	N	%
Under 5 years	7	11.11%	N/A		7	17.50%	0		0	
5 – 12	9	14.29%			9	22.50%	0		0	
13 – 17	6	9.52%			6	15.00%	0		0	
18 – 24	7	11.11%	3	13.04%	4	10.00%	N/A		0	
25 – 34	8	12.70%	3	13.04%	5	12.50%			0	
35 – 44	6	9.52%	4	17.39%	2	5.00%			0	
45 – 54	10	15.87%	4	17.39%	6	15.00%			0	
55 – 61	9	14.29%	8	34.78%	1	2.50%			0	
62 and over	1	1.59%	1	4.35%	0	0.00%	0		0	
Don't know / refused	0	0.00%	0	0.00%	0	0.00%	0		0	
Missing this information	0	0.00%	0	0.00%	0	0.00%	0		0	
Total number of persons	63	100%	23	100%	40	100%	0	100%	0	100%

Q17: Ethnicity and Race
 Program Applicability: All SHP, SH, S+C, SRO, HPRP
 Client Applicability: All Persons

Ethnicity and race	Total number of persons		Number of persons in households without children		Number of persons in households with children				Number of persons in households with unknown household type	
					Persons in households with at least one adult and one child		Persons in households with only children			
	N	%	N	%	N	%	N	%	N	%
(17a) Ethnicity										
Non-Hispanic/non-Latino	47	74.60%	16	69.57%	31	77.50%	0		0	
Hispanic/Latino	16	25.40%	7	30.43%	9	22.50%	0		0	
Don't know / refused	0	0.00%	0	0.00%	0	0.00%	0		0	
Missing this information	0	0.00%	0	0.00%	0	0.00%	0		0	
Total number of persons	63	100%	23	100%	40	100%	0	100%	0	100%
(17b) Race										
White	31	49.21%	11	47.83%	20	50.00%	0		0	
Black or African-American	26	41.27%	11	47.83%	15	37.50%	0		0	
Asian	0	0.00%	0	0.00%	0	0.00%	0		0	
American Indian or Alaska Native	2	3.17%	1	4.35%	1	2.50%	0		0	
Native Hawaiian or Other Pacific Islander	0	0.00%	0	0.00%	0	0.00%	0		0	
Multiple races	4	6.35%	0	0.00%	4	10.00%	0		0	
Don't know / refused	0	0.00%	0	0.00%	0	0.00%	0		0	
Information Missing	0	0.00%	0	0.00%	0	0.00%	0		0	
Total number of persons	63	100%	23	100%	40	100%	0	100%	0	100%

ESG—IDIS Reports



Mt. Vernon Street

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

ESG Supplement to the CAPER in *e-snaps* For Paperwork Reduction Act

1. Recipient Information—All Recipients Complete

Basic Grant Information

Recipient Name	LYNN
Organizational DUNS Number	079525606
EIN/TIN Number	042573633
Identify the Field Office	BOSTON
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Lynn CoC

ESG Contact Name

Prefix	0
First Name	Donald
Middle Name	0
Last Name	Walker
Suffix	0
Title	Director of Project Operations

ESG Contact Address

Street Address 1	3 City Hall Square
Street Address 2	0
City	Lynn
State	MA
ZIP Code	-
Phone Number	7815866778
Extension	0
Fax Number	0
Email Address	dwalker@lynnma.gov

ESG Secondary Contact

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

2. Reporting Period—All Recipients Complete

Program Year Start Date	07/01/2012
Program Year End Date	06/30/2013

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

Subrecipient or Contractor Name: Lynn Shelter Association
City: Lynn
State: MA
Zip Code: 01901,
DUNS Number: 174827683
Is subrecipient a VAWA-DV provider: N
Subrecipient Organization Type: Other Non-Profit Organization
ESG Subgrant or Contract Award Amount: 59149

Subrecipient or Contractor Name: Lynn Housing Authority Neighborhood Development Group
City: Lynn
State: MA
Zip Code: 01902,
DUNS Number: 965265759
Is subrecipient a VAWA-DV provider: N
Subrecipient Organization Type: Unit of Government
ESG Subgrant or Contract Award Amount: 78200

CR-65 - Persons Assisted

4. Persons Served

4a. Complete for Homelessness Prevention Activities

Number of Persons in Households	Total
Adults	0
Children	0
Don't Know/Refused	0
Missing Information	0
Total	0

Table 1 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	42
Children	23
Don't Know/Refused	0
Missing Information	0
Total	65

Table 2 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

Number of Persons in Households	Total
Adults	726
Children	0
Don't Know/Refused	0
Missing Information	0
Total	726

Table 3 – Shelter Information

4d. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	1,468
Children	23
Don't Know/Refused	0
Missing Information	0
Total	1,491

Table 4 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	986
Female	503
Transgendered	2
Unknown	0
Total	1,491

Table 5 – Gender Information

6. Age—Complete for All Activities

	Total
Under 18	23
18-24	187
Over 24	1,281
Don't Know/Refused	0
Missing Information	0
Total	1,491

Table 6 – Age Information

7. Special Populations Served—Complete for All Activities

Number of Persons in Households

Subpopulation	Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters	Total
Veterans	80	0	1	79
Victims of Domestic Violence	129	0	5	124
Elderly	51	0	1	50
HIV/AIDS	15	0	0	15
Chronically Homeless	333	0	2	331
Persons with Disabilities:				
Severely Mentally Ill	787	0	2	785
Chronic Substance Abuse	870	0	6	864
Other Disability	558	0	18	540
Total (Unduplicated if possible)	1,491	0	32	1,491

Table 7 – Special Population Served

	Total
Adults	700
Children	0
Don't Know	0
Total	700

Table 8 - Street Outreach Component

Ethnicity and Race

Ethnicity & Race	Total # of persons		Number of Persons in households without children		Number of persons in households with children				Number of persons in households with unknown household type	
					Persons in households with at least one adult & one child		Persons in households with only children			
	N	%	N	%	N	%	N	%	N	%
(17A) Ethnicity										
Non-Hispanic/non-Latino	1,175	79	1,144	79	31	78	0		0	
Hispanic/Latino	310	20	301	20	9	22	0		0	
Don't know/refused	4	1	4	1	0	0	0		0	
Missing this information	0	0	0	0	0	0	0		0	
Total # of persons	1,489	100	1,449	100	40	100	0	100	0	100
(17b) Race										
White	1,047	70	1,027	71	20	50	0		0	
Black or African-American	352	24	337	23	15	38	0		0	
Asian	20	1	20	1	0	0	0		0	
American Indian or Alaska Native	16	1	15	1	1	2	0		0	
Native Hawaiian or Other Pacific Islander	6	1	6	1	0	0	0		0	
Multiple Races	12	1	8	1	4	10	0		0	
Don't know/refused	34	2	34	2	0	0	0		0	
Information Missing	1	0	1	0	0	0	0		0	
Total # of Persons	1,489	100	1,448	100	40	100	0	100	0	100

CR-70 – Assistance Provided

8. Shelter Utilization

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	21,900
Total Number of bed-nights provided	60
Capacity Utilization	0.27%

Table 9 – Shelter Capacity

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	FY 2009	FY 2010	FY 2011
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
Subtotal Homelessness Prevention	0	0	0

Table 10 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	FY 2009	FY 2010	FY 2011
Expenditures for Rental Assistance	0	0	26,441
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
Subtotal Rapid Re-Housing	0	0	26,441

Table 11 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	FY 2009	FY 2010	FY 2011
Essential Services	19,284	19,325	15,134
Operations	48,019	46,257	0
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
Subtotal	67,303	65,582	15,134

Table 12 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	FY 2009	FY 2010	FY 2011
HMIS	0	0	0
Administration	0	5,583	0
Street Outreach	42,812	42,486	42,084

Table 13 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	FY 2009	FY 2010	FY 2011
180,043	67,303	71,165	41,575

Table 14 - Total ESG Funds Expended

11f. Match Source

	FY 2009	FY 2010	FY 2011
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	0	0
Local Government	0	0	0
Private Funds	0	0	0
Other	111,328	111,670	199,229
Fees	0	0	0
Program Income	0	0	0
Total Match Amount	111,328	111,670	199,229

Table 15 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	FY 2009	FY 2010	FY 2011
602,270	178,631	182,835	240,804

Table 16 - Total Amount of Funds Expended on ESG Activities

Section 3 Reports



Pine Grove Cemetery

CITY OF LYNN, MASSACHUSETTS Report has been submitted.

September 19, 2013

Section 3 Summary Report

Economic Opportunities for
Low and Very Low-Income Persons

**U.S. Department of Housing
and Urban Development**
Office of Fair Housing
and Equal Opportunity

OMB Approval No.2529-0043
(exp. 8/17/2015)

HUD Field Office :: BOSTON, MA

See Public Reporting Burden Statement below

1. Recipient Name:

City of Lynn, Massachusetts

Recipient Address: (street, city, state, zip)

3 City Hall Square
Lynn, Massachusetts 01901

2. Agency ID:

079525606

3. Total Amount of Award: \$ 199,229
Amount of All Contracts Awarded: \$ 137,349

4. Contact Person:

Donald Walker

5. Phone: (781) 586-6778

Fax: (781) 477-7026

E-Mail: dwalker@lynnma.gov

6. Reporting Period: Quarter 4 of Fiscal Year ~~2007~~ ²⁰¹²

7. Date Report Submitted:

09/19/2013

8. Program Code-Name:

4-Homeless Assistance

Program Codes:

3A = Public/Indian Housing Development
4 = Homeless Assistance
7 = CDBG-Entitlement
10= Other Housing Programs

1 = Flexible Subsidy
3B = Public/Indian Housing Operation
5 = HOME Assistance
8 = CDBG-State Administered

2 = Section 202/811
3C = Public/Indian Housing Modernization
6 = HOME-State Administered
9 = Other CD Programs

Part I. Employment and Training (Columns B, C, and F are mandatory fields.)					
A Job Category	B Number of New Hires	C Number of New Hires that are Sec.3 Residents	D % of Section 3 New Hires	E % of Total Staff Hours for Section 3 Employees	F Number of Section 3 Trainees
Professionals	0	0	0.00 %	0.00 %	0
Technicians	0	0	0.00 %	0.00 %	0
Office/Clerical	0	0	0.00 %	0.00 %	0
Officials/Managers	0	0	0.00 %	0.00 %	0
Sales	0	0	0.00 %	0.00 %	0
Craft Workers (skilled)	0	0	0.00 %	0.00 %	0
Operatives (semiskilled)	0	0	0.00 %	0.00 %	0
Laborers (unskilled)	0	0	0.00 %	0.00 %	0
Service Workers	0	0	0.00 %	0.00 %	0
Other (List N/A)	0	0	0.00 %	0.00 %	0
Total	0	0			0

Part II. Contracts Awarded

1. Construction Contracts:

- A. Total dollar amount of all construction contracts awarded on the project \$ 0
- B. Total dollar amount of construction contracts awarded to Section 3 businesses \$ 0
- C. Percentage of the total dollar amount that was awarded to Section 3 businesses 0.00 %
- D. Total number of Section 3 businesses receiving construction contracts 0

2. Non-Construction Contracts:

- A. Total dollar amount of all non-construction contracts awarded on the project \$ 137,349
- B. Total dollar amount of non-construction contracts awarded to Section 3 businesses \$ 0
- C. Percentage of the total dollar amount that was awarded to Section 3 businesses 0.00 %
- D. Total number of Section 3 businesses receiving non-construction contracts 3

Part III. Summary of Efforts

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. (Select **yes** to all that apply)

Yes Recruited low-income residents through: local advertising media, signs prominently displayed at the project site, contacts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.

Yes Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.

Yes Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.

No Coordinated with Youthbuild Programs and administered in the metropolitan area in which the Section 3 covered project is located.

No Other; describe below.

Public reporting burden for this collection of information is estimated to average 6 hours per response, including the time for reviewing instructions,

Part II: Contracts Awarded

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$ 10,000.00
B. Total dollar amount of contracts awarded to Section 3 businesses	\$ 10,000
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	%
D. Total number of Section 3 businesses receiving contracts	1

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	\$ 75,000.00
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	%
D. Total number of Section 3 businesses receiving non-construction contracts	0

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Part II: Contracts Awarded

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$ 575,609.00
B. Total dollar amount of contracts awarded to Section 3 businesses	\$ 140,347.00
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	%
D. Total number of Section 3 businesses receiving contracts	10

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	\$ 37,316.50
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	%
D. Total number of Section 3 businesses receiving non-construction contracts	0

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

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Part II: Contracts Awarded

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$ 0
B. Total dollar amount of contracts awarded to Section 3 businesses	\$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	%
D. Total number of Section 3 businesses receiving contracts	0

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	\$ 8
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	%
D. Total number of Section 3 businesses receiving non-construction contracts	0

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

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Section 3 Summary Report
 Economic Opportunities for
 Low – and Very Low-Income Persons

U.S. Department of Housing
 and Urban Development
 Office of Fair Housing
 And Equal Opportunity

OMB Approval No: 2529-0043
 (exp. 11/30/2010)

HUD Field Office:

Section back of page for Public Reporting Burden statement

1. Recipient Name & Address: (street, city, state, zip) City of Lynn, MA - 3 City Hall Square Lynn, MA 01901	2. Federal Identification: (grant no.) <p style="text-align: center; font-weight: bold;">MALHB0504-11</p> 4. Contact Person <p style="text-align: center; font-weight: bold;">Patricia Costa</p> 6. Length of Grant: <p style="text-align: center; font-weight: bold;">3 Years</p> 9. Program Code: (Use separate sheet for each program code)	3. Total Amount of Award: <p style="text-align: center; font-weight: bold;">2,000,000</p> 5. Phone: (include area code) <p style="text-align: center; font-weight: bold;">781-581-8624</p> 7. Reporting Period: <p style="text-align: center; font-weight: bold;">7/1/12 - 6/30/13</p> 10. Program Name: <p style="text-align: center; font-weight: bold;">Lead Hazard Control</p>
8. Date Report Submitted: <p style="text-align: center; font-weight: bold;">8/8/13</p>		

Part I: Employment and Training (Columns B, C and F are mandatory fields. Include New Hires in E & F)**

A Job Category	B Number of New Hires	C Number of New Hires that are Sec. 3 Residents	D % of Aggregate Number of Staff Hours of New Hires that are Sec. 3 Residents	E % of Total Staff Hours for Section 3 Employees and Trainees	F Number of Section 3 Trainees
Professionals	0	0	0	0	0
Technicians	0	0	0	0	0
Office/Clerical	0	0	0	0	0
Construction by Trade (List Trade)	7	5	0	0	0
Trade					
Trade					
Trade					
Trade					
Other (List)					
Total					

* Program Codes
 1 = Flexible Subsidy
 2 = Section 202/811

3 = Public/Indian Housing
 A = Development,
 B = Operation
 C = Modernization

4 = Homeless Assistance
 5 = HOME
 6 = HOME State Administered
 7 = CDBG Entitlement

8 = CDBG State Administered
 9 = Other CD Programs
 10 = Other Housing Programs

Part II: Contracts Awarded

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$ 377,278
B. Total dollar amount of contracts awarded to Section 3 businesses	\$ 35,605
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	%
D. Total number of Section 3 businesses receiving contracts	5

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	\$ 65,769
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	%
D. Total number of Section 3 businesses receiving non-construction contracts	0

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

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