Housing Opportunities for Persons With AIDS (HOPWA) Program

Revised: 11/30/2022

Consolidated APR/CAPER– Grantee Workbook

OMB Number 2506-0133 (Expiration Date: 12/31/2024)

Overview

The public reporting burden for this collection of information is estimated to average 40.0 hours, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Performance Reports for HOPWA formula grantees and competitive grantees provide HUD with annual information to support program evaluation and measure program beneficiary outcomes related to maintaining housing stability; preventing homelessness; and improving access to care and support. This collection of information consolidates the information in the APR and CAPER reports and clarifies reporting requirements, which will allow HUD's Office of HIV/AIDS Housing to better respond to data calls from Congress and make better program decisions based on more relevant grantee annual data. Reporting is required for all HOPWA grantees pursuant to 42 U.S.C. § 12911; 24 CFR §§ 574.520(a) and (b); 24 CFR § 91.520(f). The information collected regarding grantees, their respective project sponsors, and the identities of HOPWA program participants will remain confidential pursuant to 42 U.S.C. § 12905(e) and 24 § CFR 574.440.

Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to Colette Pollard, Reports Management Officer, Department of Housing and Urban Development, 451 7th Street SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Control No. 2506-0133. HUD may not conduct and sponsor, and a person is not required to

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

In addition, grantees must comply with the Federal Funding Accountability and Transparency Act 2006 (Public Law 109-282), which requires grant recipients to provide general information for all entities (including

HOPWA competitive grantees are required to submit a Performance Report for each operating year in which HOPWA grant funds were expended. Information on each competitive grant is to be reported in a separate Performance Report. Grantees approved for "Other Activities", as detailed in their grant agreement, are requested to report on their unique program accomplishments.

In addition, grantees must comply with the Federal Funding Accountability and Transparency Act 2006 (Public Law 109-282), which requires grant recipients to provide general information for all entities (including

Continued-use Periods. Grantees that used HOPWA funding for new construction, acquisition, or substantial rehabilitation of a building or structure are required to operate the building or structure for HOPWA-eligible beneficiaries for a ten (10) years period. If no further HOPWA funds are used to support the facility, in place of completing the "CAP DEV" tab in the Performance Report Worksheet, the grantee must complete an Annual Report of Continued Project Operation throughout the required use periods. This report is found on the "STEWARD" tab of this workbook. The required use period is three (3) years if the rehabilitation is non-

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

HMIS. In connection with the development of the Department's standards for Homeless Management Information Systems (HMIS), universal data elements are being collected for clients of HOPWA-funded homeless assistance projects. These project sponsor records would include: Name, Social Security Number, Date of Birth, Ethnicity and Race, Gender, Veteran Status, Disabling Conditions, Residence Prior to Program Entry, Zip Code of Last Permanent Address, Housing Status, Program Entry Date, Program Exit Date, Personal Identification Number, and Household Identification Number. These are intended to match the elements under HMIS. The HOPWA program-level data elements include: Income and Sources, Non-Cash Benefits, HIV/AIDS Status, Services Provided, Housing Status or Destination at the end of the operating year, Physical Disability, Developmental Disability, Chronic Health Condition, Mental Health, Substance Abuse, Domestic Violence, Medical Assistance, and T-cell Count. Other HOPWA projects sponsors may also benefit from collecting these data elements. HMIS local data systems must maintain client confidentiality by using a closed system in which medical information and HIV status are only shared with providers that have a direct involvement in the client's case management,

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

Competitive Operating Year. HOPWA competitive grants are awarded for a three-year period of performance with Performance Reports submitted for each of the three operating years. The information contained in this Performance Report should reflect the grantee's operating year with the beginning date determined at the time the grant agreement is signed. Project sponsor accomplishment information must coincide with the operating year this Performance Report covers. Any change to the period of performance requires the approval of HUD by amendment, such as an extension for one additional operating year. A PSH renewal/replacement grant start date would be coordinated with the close out of the existing grant.

Grantees with an approved extension period of less than 6-months must submit the Performance Report for the third year of the grant term at the end of the approved extension period and incorporate data from the additional months. Grantees with an approved extension period of 6-months or more must turn in a

Filing Requirements. Within 90 days of the completion of each operating year, grantees must submit their completed Performance Report to the CPD Director in the grantee's State or Local HUD Field Office, and to the HOPWA Program Office: at HOPWAReports@hud.gov. Electronic submission to HOPWA Program office is preferred. If electronic submission is not possible, please send an email to the HOPWA@hud.gov email inbox.

Definitions

Achieved Viral Suppression: When the load or volume of HIV virus present in a person's blood is measured at less than 200 copies per milliliter of blood.

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.

Administrative Costs: Costs for general management, oversight, coordination, evaluation, and reporting. By statute, grantee administrative costs are limited to 3% of the 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.
Anti-Retroviral Therapy: The combination of drugs used to treat HIV.
Area Median Income: The Department of Housing and Urban Development (HUD) sets income limits that determine eligibility for assisted housing programs including the HOPWA program. HUD develops income limits based on Median Family Income estimates and Fair Market Rent area definitions for each metropolitan area, parts of some metropolitan areas, and each non-metropolitan county. AMI values vary by location and are
Beneficiary(ies): All members of a household (with or without HIV) who benefitted from HOPWA assistance during the operating year, NOT including the HOPWA eligible individual (see definition).
Chronically Homeless Person: An individual or family who is homeless and lives or resides as an individual or family who a) lives or resides in a place not meant for human habitation, a safe haven, or in an emergency shelter; b) 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 one year or on at least four separate occasions in the last three years; and c) 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 two 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
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 Performance Report 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
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

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 in the Performance Report.
Housing Stability: The degree to which the HOPWA project assisted beneficiaries to remain in stable housing during the operating year.
Improved HIV Viral Load: A reduction in the load or volume of HIV present in the HOPWA eligible individual's blood at the end of the reporting period compared to the beginning of the reporting period. Most PLWHA who are engaged in medical care have routine laboratory tests. The HOPWA eligible individual's latest laboratory
In-kind Leveraged Resources: These are additional types of support provided to assist HOPWA beneficiaries such as volunteer services, materials, use of equipment and building space. The actual value of the support can be the contribution of professional services, based on customary rates for this specialized support, or actual costs contributed from other leveraged resources. In determining a rate for the contribution of volunteer time and services, use the criteria described in 2 CFR 200. The value of any donated material, equipment, building, or lease should be based on the fair market value at time of donation. Related documentation can be from recent bills of sales, advertised prices, appraisals, or other information for comparable property similarly situated.
Leveraged Funds: The amount of funds expended during the operating year from non-HOPWA federal, state, local, and private sources by grantees or sponsors in dedicating assistance to this client population. Leveraged funds or other assistance are used directly in or in support of HOPWA program delivery.
Live-In Aide: A person who resides with the HOPWA Eligible Individual and who meets the following criteria: (1) is essential to the care and well-being of the person; (2) is not obligated for the support of the person; and (3) would not be living in the unit except to provide the necessary supportive services. See 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
Medically Assisted Living Facilities: HOPWA facility-based housing that assists residents with most or all activities of daily living, such as meals, bathing, dressing, and toileting. Regular medical care, supervision, and
Nonbinary: A gender other than singularly female or male.
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
Outcome: The degree to which the HOPWA assisted household has been enabled to establish or maintain a stable living environment in housing that is safe, decent, and sanitary, (per the regulations at 24 CFR 574.310(b)) and to reduce the risks of homelessness and improve access to HIV treatment and other health care and support.
Output: The number of units of housing or households that receive HOPWA assistance during the operating year.
Permanent Housing Placement: A supportive housing service that helps establish the household in the housing unit, including but not limited to reasonable costs for security deposits not to exceed two months of rent costs.
Program Income: Gross income directly generated from the use of HOPWA funds, including repayments. See grant administration requirements on program income at 2 CFR 200.307.
Project-Based Rental Assistance (PBRA): A rental subsidy program that is tied to specific facilities or units owned or controlled by a project sponsor. Assistance is tied directly to the properties and is not portable or transferable.
Project Sponsor Organizations: Per HOPWA regulations at 24 CFR 574.3, any nonprofit organization or governmental housing agency that receives funds under a contract with the grantee to provide eligible housing and other support services or administrative services as defined in 24 CFR 574.300. Project Sponsor organizations are required to provide performance data on households served and funds expended.

SAM: All organizations applying for a Federal award must have a valid registration active at sam.gov. SAM (System for Award Management) registration includes maintaining current information and providing a valid
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
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
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
Transgender: Transgender is defined as a person who identifies with, or presents as, a gender that is different from his/her gender assigned at birth
VAWA Internal Emergency Transfers: Per 24 CFR 5.2005e, an emergency transfer under the VAWA protections refers to an emergency relocation of a tenant to another unit where the tenant would not be categorized as a new applicant; that is, the tenant may reside in the new unit without having to undergo an application process.
VAWA External Emergency Transfers: Per 24 CFR 5.2005e, an emergency transfer under the VAWA protections refers to an emergency relocation of a tenant to another unit where the tenant would be categorized as a new applicant; that is, the tenant must undergo an application process in order to reside in the new unit.
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.

Grantee	Grant ID	Sponsor(s)	File ID
PORTLAND	FOR20222	S221257A_Central City Concern S221134A_Cascade AIDS Project (CAP)	24134_2545424

GRANTEE SUMMARY	
Complete the chart below to provide more detailed information about the agencies and organizations responsible for the administration and implementation of the HOPWA program.	
Question	**Responses**
For Competitive Grantees Only	
For Competitive Grantees only, what is the grant number?	
For Competitive Grantees only, which year (1, 2, or 3) of the grant does this report cover?	
Is the Competitive Grantee a nonprofit organization? **Yes or No.**	
Is the Competitive Grantee a grassroots organization? **Yes or No.**	
For Competitive Grantees only, how much was expended on an "Other Housing Activity" (as approved in the grant agreement)?	
For All HOPWA Grantees	
What is the name of the Grantee organization?	Portland Housing Bureau
What is the Grantee's Unique Entity Identifier (UEI)?	N5NMTXG2UE65
What is the Employer ID Number (EIN) or Tax ID Number (TIN) of the Grantee?	93-6002236
For formula grantees only, are there any changes to your program year? **Yes or No.**	No
Note: HUD must be notified of consolidated program year changes at least two months before the date the program year would have ended if it had not been lengthened, or at least two months before the end of a proposed shortened program year.	
If yes above, what is the **revised** program start date?	
If yes above, what is the **revised** program end date?	
What is the street address of the Grantee's office?	1900, SW 4th Ave., Suite 7007
In what city is the Grantee's business address?	Portland
In what county is the Grantee's business address?	Multnomah
In what state is the Grantee's office located?	Oregon
What is the zip code for the Grantee's business address?	97201
What is the parent company of the Grantee (if applicable)?	
What department at the Grantee organization administers the grant?	Portland Housing Bureau
What is the Grantee organization's website address?	https://portland.gov/phb
What is the Facebook name or page of the Grantee?	http://facebook.com/PortlandHousingBureau
What is the Twitter handle of the Grantee?	
What are the cities of the primary service area of the Grantee?	
What are the counties of the primary service area of the Grantee?	
What is the congressional district of the Grantee's business address?	1
What is the congressional district of the Grantee's primary service area?	1,3,5
Is there a waiting list(s) for HOPWA Housing Subsidy Assistance Services in the Grantee service area? **Yes or No.**	Yes
Is the Grantee's System for Award Management (SAM) status currently active for this report? **Yes or No.**	Yes
What is the Grantee's SAM registration number for this report?	3FLZ8
Does the Grantee provide HOPWA-funded services directly to clients? **Yes or No.**	No
Does the Grantee take the allowable 3% Grantee Administration allowance? **Yes or No.**	Yes

How much was expended on Grantee Administration?	29,504.43

Narrative Questions	Response - Maximum 4,000 characters for each question.	Cha
Provide a maximum of 4,000 characters 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.	CCC: Central City Concern (CCC) Rose Wood aparments is located in Portland's Hollywood District. The Rose Wood Apartments is a two-story, 36 unit alcohol- and drug-free community located in Northeast Portland. The Rose Wood consists of both studio and one-bedroom units that received program or Section 8 rent subsidy. Rose Wood is only available to households that are receiving supportive services because of disabilities that interfere with their ability to obtain and maintain themselves in housing. Of the 36 units, 15 units are desginated for HOPWA tenants. Currently has one vacant HOPWA unit they are in the process of filling and they had no previous exits that would generate follow-ups. This demonstrates the effectiveness of the program to keep people housed. Rose Wood apartments is an ADFC property so all of our residents are in recovery for substance use. The Rose Wood Resident Services Coordinator (RSC) continues to prioritize building relationships with tenants and fostering a safe and healthy community environment. The RSC provided residents with eviction prevention, individual action plans for residents that were in need, gave referrals to other community services, regularly provided food boxes, and connected residents to area healthcare and mental health services. CCC continues to see increased coordination with their community partners and subsequent decreases in tenant isolation CAP: Cascade AIDS Project's (CAP) Supportive Housing Program - Davis St. office serves people living with HIV who are homeless/at-risk of homelessness. CAP uses HOPWA funds to provide Housing Case Management to both HOPWA TBRA/PBRA clients as well as to leveraged clients (Shelter + Care, TPI), ongoing rent/utility assistance (HOPWA TBRA, HOPWA PBRA), short term eviction/foreclosure prevention assistance (STRMU), tenant education (Housing Pathways), permanent placement (one-time deposit assistance) and delivery of household supplies (Warehouse Program). Short Term Rent Mortgage & Utility Assistance – CAP provided STRMU assistance in the form of rent assistance to a total of 26 households. Permanent Housing Placement Assistance – During the last 6 months, CAP provided PHP assistance to 15 households. All TBRA and PBRA households are in consistent contact with their Housing Case Manager, Emma Burridge and continue to work on housing, financial, medical and psychosocial goals on an ongoing basis. Using HOPWA funds, we offer housing case management and housing readiness support for clients receiving TBRA, PBRA, PBRA-Section 8 in dedicated CAP units, as well as those on our housing waitlist. We also provide housing case management for clients receiving short term assistance for eviction prevention/foreclosure prevention through STRMU.	
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.	CCC: Central City Concern's Resident Services Coordinator was successful in making sure all residents feel safe in their community and was able to get tenants support needed to maintain their housing. Resident Services Coordinator (RSC) provided a wide array of services to ensure all residents felt safe, supported and were able to maintain their housing and sobriety. Over the last FY, they have provided rental assistance, individual action plans for overcoming self-identified resources barriers, referrals to outside community services, such as primary care or mental health services and out-patient substance abuse treatment. The RSC also provided resources and referrals for supported employment, held monthly community building events, and did their very best to keep people housed and help ensure their units were taken care of. The RSC continued to focus on the need for increased coordination between other local organizations that serve our resident population, including Our House, Quest Center for Integrative Health, and the HIV Day center. CAP: Housing Success Story: A longtime housing client experienced a life event that caused him to express serious suicidal ideation with intent to his HCM Emma. After the initial disclosure, Emma was able to work with his peer and our internal behavioral health clinical manager to support this client and connect him to Clark County Mental Health Crisis Services. In addition to addressing his mental health concerns, she was able to connect him to our internal employment services coordinator who worked to help him replace his lost items and find a new job which he had self-identified as his main priority moving forward. This was a huge win as a team and highlighted our program's ability to provide wraparound support to individuals. STRMU Success story: This winter many of our clients were affected by an ice storm in a multitude of ways. One client had their income significantly impacted; he is a truck driver and went multiple weeks without income. This client was left unable to pay for rent and at risk of losing his housing for himself and his family. The client was approved for one month of rent assistance to get him through this period of reduced income. He immediately returned to independent payment and has not needed any additional rent assistance this Fiscal Year.	
Describe significant accomplishments or challenges in achieving the number of housing units supported and the number households assisted with HOPWA funds during this operating year compared to plans for this assistance, as approved in the Consolidated Plan/Action Plan. Describe how HOPWA funds were distributed during your operating year among different categories of housing and geographic areas to address needs throughout the grant service area, consistent with approved plans.	CCC: All HOPWA services were rendered throughout Multnomah County. All types of supportive housing/rental assistance services have been delivered in a manner consistent with all regulations governing the Housing Opportunities for Persons with AIDS Program contained at 24 CFR 574. CAP provided housing case management and supportive services to clients in the Supportive Housing Program. These services are located at 15 scattered sites in the Portland Metro area. CCC provided housing case management and supportive services at one permanent facility based-housing. CAP: Our Housing Case Manager was able to help several clients navigate challenging living situations. Two clients faced significant physical barriers in their units which made daily life challenging, Emma Burridge worked with both of their medical providers to request reasonable modifications to the unit at no cost to the client and both were approved after multiple back and forth conversations with difficult landlords. Four clients either began work or were approved for benefits and began paying a rent portion during this reporting period and our Emergency Rental Assistance program also enabled a client to enter a substance use treatment program without fear of losing his housing. Emma was able to rely on past rapport with landlords to successfully navigate clients' facing eviction and/or having conflict with neighbors and landlords and was able to maintain housing for all of her clients including an individual who required a call to Clark County Mental Health Crisis Services. As for our STRMU program, all clients who received assistance during this reporting period returned to independent payment after no more than two months of receiving services. Large caseload sizes continue to be a challenge for CAP. Budgetary constraints don't allow for the hiring of extra case managers. We have seen the benefit of smaller caseloads through our PSH vouchers. With smaller caseloads there is more time for skill building and goal planning, which greatly benefits our participants. Additionally local rent increases have added more stress to budgets that are spread thin. It was difficult to add many new households due to our budgetary constraints and we couldn't add many new households to our PBRA or TBRA programs. We have also seen that out of state companies are buying a lot of complexes in Oregon. These property managers aren't familiar with Oregon's Fair housing laws and HCMs have been educating a lot of those property managers. A large majority of our clients lack access to resources to pay for essential tools, like phones, which hinders communication and engagement in our housing program and often leads to non-compliance. In addition, access to resources is challenging for our undocumented population, specifically when programs require certain legal documents. The other largest resource for utility assistance in our region requires clients to have their social security cards to apply for assistance which is a problem for both undocumented folks and folks who have lost physical copies while unhoused. This requirement presents a large barrier and has resulted in multiple clients being in a desperate situation for assistance without access to any other resource.	

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.	CCC: CCC currently has one vacant HOPWA unit they are in the process of filing and they had no previous exits that would generate follow-ups. This demonstrates the effectiveness of the program to keep people housed. Rose Wood apartments is an ADFC property so all of the residents are in recovery for substance use. The Rose Wood Resident Services Coordinator (RSC) continues to prioritize building relationships with tenants and fostering a safe and healthy community environment. The RSC provided residents with eviction prevention, individual action plans for residents that were in need, gave referrals to other community services, regularly provided food boxes, and connected residents to area healthcare and mental health services. CCC continues to see increased coordination with community partners and subsequent decreases in tenant isolation. Community partnership include Our House, Quest Center for Integrative Health, and the HIV Day center. These collaborations are strong, enabling Central City Concern to better serve the residents of the Rose Wood. Not only has this improved navigation and communication between organizations, it is also filling a needs gap that would otherwise go unaddressed. The RSC remains an active member of The HIV Health Services Planning Council and regularly attended council meetings during this reporting cycle. The RSC continues to focus on building relationships with local HIV service providers, attends the Ryan White Planning Council meetings to receive updates on local HIV services, and attends a monthly HIV Service Providers Network Meeting. Specific events/assistance provided this operating year: Continued support and connection to case management, primary care providers and mental health supports. Engagement with clients' case management programs to provide wrap around care. The RSC delivered food boxes to tenants upon request. The RSC continues to maintain a small food pantry on site at the Rose Wood. Other services provided to clients in this reporting period include: General Info/ Referral	
Describe any program technical assistance needs and how they would benefit program beneficiaries.	CCC: More training to support program beneficiaries through issues like hoarding. CAP: The Permanent Supportive Housing team attended the Law and Mental Health Conference on psychosis. The conference provided insight into supporting people experiencing psychosis while working to maintain housing. The conference spoke to substance use and mental health psychosis. We have been able to more effectively support people to remain housed while experiencing psychosis. But training that directly address supporting people experiencing psychosis are difficult to find and our team can only apply the knowledge from the conference into our own practices and make adjustments as we learn what is helpful and what is not. CAP SW Washington's Supportive Housing Program- SW Washington Housing Case Manager Emma Burridge attended "Landlord Behavior and Behavioral Health: Dealing with Difficult Landlords" which was co-hosted by MHTTC and the Tenant Law Center. The training reviewed specific laws regarding discrimination based on source of income in Washington State, discussed tactics for working with landlords that attempt to deny an applicant due to having a housing voucher, and provided ways to report them. Per Emma, this training was exceptionally helpful because they also reviewed laws in Washington State regarding obligations of landlords to accept physical checks which has been a consistent issue for our office over this reporting period. As we continue to move towards a more digital landscape, I can only assume we will continue to see pushback from landlords regarding physical checks and should be prepared to advocate for ourselves and our clients. Additionally, the same duo provided a training titled "Making Room for Mental Health: Reasonable Accommodations and Modifications in Housing" which discussed in detail the best methods, and provided resources, for assisting clients with reasonable accommodations. Emma credits this training as being extremely helpful as she navigated two challenging reasonable modification requests during this reporting period.	
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. 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. Identify any evaluations, studies, or other assessments of the HOPWA program that are available to the public.	CCC: CCC had another brief period where the RSC position for this site was vacant, which tends to have an impact on the community. To manage the staff shortage, CCC was able to have an RSC from another site provide partial support to residents while they hired and on-boarded a new staff person, but they were stretched thin and the impacts of the labor shortage continue to put a strain on our teams. CAP: In a previous question CAP shared that large caseload sizes continue to be a challenge with justifications shared. Additionally local rent increases have added more stress to budgets that are spread thin. It was difficult to add many new households due to our budgetary constraints and we couldn't add many new households to our PBRA or TBRA programs. We continue to see consistent, sometimes significant, Notice of Rent Increases for individuals on our TBRA program causing us to exhaust current funding and preventing us from pulling new individuals off our current waitlist. During this reporting period, we did not pull any individuals from the waitlist and transitioned two TBRA clients onto a different housing voucher due to budget constraints. Due to consistent rent increases, we're no longer able to maintain the number of individuals in our TBRA program and are actively transitioning multiple participants out of the program each year. We continue to see a lack of knowledge around Fair Housing Laws and experienced push back from landlords regarding reasonable accommodations, reasonable modifications and property managers unwilling to take paper checks both from our agency and from our clients. Additionally, the lack of herbicide regulation in Clark County that allows toxic chemicals to be used near homes and apartments, despite having clear regulations in other county's, caused multiple pet issues for our clients throughout this reporting period.	