

# Prince William Area

(Prince William County, Cities of Manassas & Manassas Park)



## Consolidated Annual Performance and Evaluation Report (CAPER) Federal Fiscal Year 2019

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CAPER  
FFY 2019

**Consolidated Plan, FFY2015-2019 (FY2016-2020) (HUD  
granted one-year extension of Consolidated Plan  
(FFY2015-2019 (FY2016-2020)  
FFY19 (FY20) Consolidated Annual Performance and  
Evaluation Report**

**INTRODUCTION**

The ***FFY19 (FY20) Consolidated Annual Performance and Evaluation Report*** is a summary of the accomplishments resulting from funded activities administered by the Prince William County Office of Housing and Community Development (OHCD) during Federal Fiscal Year 2019 (FY20).

This report is submitted in accordance with regulations governing Consolidated Submissions for Community Planning and Development Programs (24 CFR 91.520) and Consolidated Annual Performance and Evaluation Reporting requirements as directed by the U.S. Department of Housing and Urban Development (HUD). The purpose is to report on OHCD's use of federal entitlement funding allocated from HUD. The federal entitlement funding sources are the ***Community Development Block Grant*** (CDBG) and the ***HOME Investment Partnerships*** (HOME), and ***Emergency Shelter Grant*** (ESG). In Federal Fiscal Year 2019 (FY20), these funding sources were used to address Suitable Living Environment, Decent Housing and Economic Development for the Prince William Area. The Prince William Area includes Prince William County, cities of Manassas and Manassas Park.

Although the federal entitlement funding is awarded automatically according to a need-based formula, the County still must formally apply to HUD for the money. The application consists of a plan that describes the strategy of addressing the needs of the community. The OHCD submits one five-year strategic plan for the three-federal entitlement-funding programs; consequently, the document is referred to as the "Consolidated Plan". Each year the ***Consolidated Plan*** is updated through an Annual Action Plan, which describes how that year's federal entitlement funding will be used to implement the five-year strategic plan. The ***FFY20119 (FY20) Annual Action Plan*** was the fifth annual component of the Consolidated Plan, FFY2015 – 2020 (FY2016-2021).

The ***FFY19 (FY20) Consolidated Annual Performance and Evaluation Report*** consist of narrative statements, which explain the progress made in carrying out the activities and achieving the objectives, and outcomes set out in the ***FFY19 (FY20) Annual Action Plan***. It also describes the methods used to comply with federal regulations. Appendices with tables and report supply additional details about the use of federal entitlement funding for the Prince William Area. All of this information serves to document the significant amount of work contributed by County staff and community partners in an effort to carry out the Prince

William Area mission of preserving and enhancing communities and improving the quality of life for individuals and families.

Prince William County Office of Housing and Community Development (OHCD) contracted with Western Economic Services, LLC; to provide and submit the Annual Action Plan and CAPER to HUD within the eCon Planning Suite.

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## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

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

Prince William County receives funding from three federal grant programs, the Community Development Block Grant Program, the HOME Investment Partnership, and the Emergency Solutions Grant. These three grant programs combined will bring \$3,714,769 into the county to support affordable housing, homeless, and community development programs and projects in the first program year, FFY 2019.

During FFY 2019, Prince William County accomplished a variety of activities using CDBG, HOME and ESG funds. CDBG funds were able to provide case management services for extended hours for homeless shelter, fair housing testing and comprehensive housing financial counseling for approximately 747 persons. In addition, during FFY 2019 CDBG funds were used to provide homeowner rehab for eight low-moderate owner-occupied households, utilizing FFY18 CDBG funds and FFY19 CDBG Program Income, provided FFY19 CDBG funds to rehabilitate five County owned townhouses which are administered by Prince William County Community Service assisting five (5) extremely low-income persons (adults) with Seriously Mental disabilities, two(2) affordable dwelling units were purchased for housing assisting seven (7) extremely low-income persons with developmental and mental illness/disabilities, public service activity administered by a local non-profit for Homeless Outreach and Case Management for homeless population assisting 296 extremely low-income persons and Fair Housing Testing activities. During FFY2019 HOME funds were used to provide down-payment and closing costs assistance to assist four (04) eligible first-time low-moderate income homebuyers to acquire properties located in the Prince William Area utilizing FFY17 HOME funds and FFY19 HOME Program Income. ESG funds were used in a variety of shelter operations and rapid re-housing projects.

The county received no public comments during the comment period that ran from October 2020 to October 2020 (TBD).

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
<b>Administration Objective 1 - Program Admin</b>	Administration	CDBG: \$ / HOME: \$ / CDBG-CV: \$317112	Other	Other	5	4	80%	1	1	100%
<b>Administration Objective 2 - Fair Housing</b>	Administration	CDBG: \$	Other	Other	1	1	100%	1	1	100%
<b>Community Development Objective 1 - Hospice</b>	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	21	0	0.00%			
<b>Community Development Objective 2 - Mental Health</b>	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	288	0	0.00%			
<b>Community Development Objective 3 - Pub Fac</b>	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	24		12	24	200.00%
<b>Community Development Objective 3 - Pub Fac</b>	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Rental units rehabilitated	Household Housing Unit	0	5		0	5	

<b>Community Development Objective 3 - Pub Fac</b>	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		0	0	
<b>Community Development Objective 3 - Pub Fac</b>	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Housing for Homeless added	Household Housing Unit	0	0		0	0	
<b>Community Development Objective 3 - Pub Fac</b>	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Housing for People with HIV/AIDS added	Household Housing Unit	0	0		0	0	
<b>Community Development Objective 3 - Pub Fac</b>	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Other	Other	2	0	0.00%			
<b>Community Development Objective 4 - Acquisition</b>	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Rental units constructed	Household Housing Unit	0	7		0	7	
<b>Community Development Objective 4 - Acquisition</b>	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Homeowner Housing Added	Household Housing Unit	0	0		0	0	
<b>Community Development</b>	Non-Homeless Special Needs	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		0	0	



<b>Objective 4 - Acquisition</b>	Non-Housing Community Development									
<b>Community Development Objective 4 - Acquisition</b>	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Housing for Homeless added	Household Housing Unit	0	0		0	0	
<b>Community Development Objective 4 - Acquisition</b>	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Housing for People with HIV/AIDS added	Household Housing Unit	0	0		0	0	
<b>Community Development Objective 4 - Acquisition</b>	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Other	Other	1	0	0.00%	3	0	0.00%
<b>Community Development Objective 5 - Outreach</b>	Homeless Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	25	22	88.00%	50	22	44.00%
<b>Community Development Objective 5 - Outreach</b>	Homeless Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
<b>Homeless Objective 1 - Administration</b>	Homeless	ESG: \$ / ESG - CV: \$79166	Other	Other	1	1	0.00%	1	1	0.00%
<b>Homeless Objective 2 - HMIS</b>	Homeless	ESG: \$	Other	Other	5	3	0.00%	1	0	0.00%

<b>Homeless Objective 3 - Rapid Re-housing</b>	Homeless	CDBG: \$731550 / ESG: \$ / CDBG-CV: \$1268450 / ESG - CV: \$237449	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	105	0	0.00%	400	0	0.00%
<b>Homeless Objective 3 - Rapid Re-housing</b>	Homeless	CDBG: \$731550 / ESG: \$ / CDBG-CV: \$1268450 / ESG - CV: \$237449	Homeless Person Overnight Shelter	Persons Assisted	0	0		21	0	0.00%
<b>Homeless Objective 4 - Shelter and Prevention</b>	Homeless	ESG: \$ / ESG - CV Phase II: \$2181036 / ESG - CV: \$474997	Homeless Person Overnight Shelter	Persons Assisted	1145	0	0.00%	721	0	0.00%
<b>Homeless Objective 4 - Shelter and Prevention</b>	Homeless	ESG: \$ / ESG - CV Phase II: \$2181036 / ESG - CV: \$474997	Homelessness Prevention	Persons Assisted	1280	0	0.00%	300	0	0.00%
<b>Homeless Objective 5 - Agency Support</b>	Homeless	ESG: \$	Homeless Person Overnight Shelter	Persons Assisted	560	0	0.00%			

<b>Homeless Objective 5 - Agency Support</b>	Homeless	ESG: \$	Homelessness Prevention	Persons Assisted	0	0		487	0	0.00%
<b>Homeless Objective 6 - Transitional Housing</b>	Homeless	ESG: \$	Homeless Person Overnight Shelter	Persons Assisted	3126	0	0.00%	27	27	0.00%
<b>Homeless Objective 7 - New Transitional</b>	Homeless	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	42		0	42	
<b>Homeless Objective 7 - New Transitional</b>	Homeless	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	27	27	0.00%	0	27	
<b>Homeless Objective 7 - New Transitional</b>	Homeless	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	27	27	0.00%	7	27	0.00%
<b>Homeless Objective 7 - New Transitional</b>	Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted	0	0		27	0	0.00%
<b>Homeless Objective 8 - Transportation</b>	Homeless	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	175	0	0.00%			
<b>Housing Objective 1 - Rehab</b>	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	100	8	8.00%	19	8	42.11%
<b>Housing Objective 2 - CHDO</b>	Affordable Housing	HOME: \$	Other	Other	5	4	0.00%	1	0	0.00%
<b>Housing Objective 3 - Homeownership</b>	Affordable Housing	HOME: \$	Homeowner Housing Added	Household Housing Unit	0	5		0	5	
<b>Housing Objective 3 - Homeownership</b>	Affordable Housing	HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	40	0	0.00%	10	0	0.00%
<b>Housing Objective 5</b>	Affordable	CDBG: \$	Public service	Households	700	747	106%	0	747	

- Credit Counseling	Housing		activities for Low/Moderate Income Housing Benefit	Assisted						
Housing Objective 5 - Credit Counseling	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	0	0		140	0	0.00%

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

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

**ESG** – ESG funds were utilized to provide funds for emergency shelters, transitional housing, and rapid re-housing. In undertaking these projects, ESG funds were able to meet the following priority needs as identified in the Consolidated Plan: Homeless Facilities, transitional operations, rapid re-housing and ESG administration. All these needs are considered high priority in the County.

**HOME** – Home funds were used to provide direct financial assistance to four first time home buyers and program administration. This was able to meet the Priority need of Housing Assistance – Homeownership, as identified as a high priority in the Plan.

**CDBG** – CDBG funds were used to meet many of the priority needs outlined in the Consolidated Plan.

*Homelessness* -CDBG funds were used for transitional housing case and property management. These met the following Priority Needs: Transitional Housing, Homeless Supportive Services. Identified as high priority.

*Housing* – CDBG funds were used to provide sixty (60) random rental Fair Housing Testing at apartment complexes located in the western part of Prince William County which included the Brentsville, Coles, and Gainesville Magistrate Districts. Thirty (30) tests were conducted at apartment complexes based on national origin (Hispanic/White testers) and Thirty (30) tests were conducted at apartment complexes based on race (Black/White testers). The breakdown per Magistrate District is as follows: Brentsville Magistrate District seven (7) Race and seven (7) National Origin tests (14 total tests); Coles Magistrate District Six (6) Race and Six (6) National Origin tests (12 total tests); and Gainesville Magistrate District Sixteen (16) Race and Sixteen (16) National Origin tests (32 total tests). Two additional tests were conducted as re-tests (one (1) race re-test and one (1) national origin re-test). A review of the rental tests in the most recent battery of testing showed that there were differences in treatment found in two tests, one test based on race and one test based on national origin. Re-tests were conducted at the two apartment complexes where issues were found to determine if there were any subsequent problems. There were no differences in treatment found in either the race or national origin re-tests. These projects met the following high Priority Needs:

*Community Development* – CDBG funds were used for homeless outreach, acquisition of property for two supportive living facilities, and Fair Housing awareness. These projects met the following Priority Needs: Disability Services, Legal Services, Public Improvements, Public and Community Facilities, Housing Assistance – Homeownership, Senior Services, and Mental Health Services/Supportive Services. These are all considered high priorities in the County.

### ***CR-10 - Racial and Ethnic composition of families assisted***

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

<b>Total</b>	<b>1,106</b>	<b>15</b>	<b>977</b>
<b>Hispanic</b>	137	0	123
<b>Not Hispanic</b>	969	15	854

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

#### **Narrative**

The County served 2,098 persons during FFY 2019. Of these, some 661 (or 32% percent) were white, 1,147 (or 55% percent) were black/African American, 62 were Asian, 7 were American Indian/Alaskan Native, 7 were Native Hawaiian, 7 American Indian/Alaskan Native & White, 4 Asian & White, 19 Black/African American & White, 13 American Indian/Alaskan Native & Black/African American & 171 Other Multi-Racial. In terms of ethnicity, some 260 were Hispanic.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	3,604,399	1,881,833
HOME	public - federal	2,217,505	442,122
ESG	public - federal	212,529	188,126
Other	public - federal	4,800,597	

**Table 3 - Resources Made Available**

### Narrative

In addition, the County had the following resources available:

CHDI-DBHDS (State): \$2,500,000 Expended during FFY 2019: \$2,039,535 in the acquisition of ten (10) affordable units in PWA for extremely low-income persons with developmental disabilities

SRAP Project Based Rental Assistance (State): \$176,047 Funds were used for rental assistance payments to tenants of the ten affordable units

**CDBG** -During FFY 2019, Prince William County expended \$1,987,968.30 in CDBG funds. This included rehabilitation of eight (8) completed NHRP projects within the fiscal year. The County Administered Neighborhood Housing Rehabilitation Program did not expend its FFY19 allocation and there were other activities funded with CDBG Funds that were not closed out until FFY19, therefore the numbers differ. Prince William County also provided CDBG funds to rehabilitate five (5) County owned townhouses which are administered by Prince William County Community Service assisting five (5) extremely low-income persons with Serious Mental disabilities, two (2) affordable dwelling units were purchased for housing assisting seven (7) extremely low-income persons with developmental and mental illness/disabilities, public service activity administered by a local non-profit for street outreach to the homeless assisting 296 extremely low-income persons, Homeless Outreach and Case Management for homeless population and Fair Housing Testing activities.

**HOME** -During FFY2019, Prince William County expended \$442,122 in HOME funds. This included \$88,942 in Administration funding, \$353,180 in the completion of four (4) eligible low-moderate income First-Time Homebuyer Program projects which received down payment & closing costs assistance using FFY17 HOME entitlement funds in the amount of \$26,803.87 & FFY19 HOME Program Income in the amount of \$326,376.13.

**ESG** - \$188,126.36 funds were expended in ESG funds during FFY2019.

**CARES Act Funding** – The County received the following funds for CARES Act Funds. None of these funds were spent in FY20 (FFY19).

1st round CDBG-CV \$1,585,562

Phase III CDBG-CV \$2,145.011

1st ESG-CV \$791,662

1st ESG-CV \$2,423,373

**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CDBG Eligible Areas	10	10	Areas eligible for CDBG Area Benefit.
Countywide	90	90	Non-targeted for Low-Mod Individual Benefit and Administration

**Table 4 – Identify the geographic distribution and location of investments**

**Narrative**

During FFY2019, much of the funding from CDBG and HOME were available for eligible funding opportunities countywide. While funds were not targeted geographically, some funds were used with CDBG Eligible areas. These are estimated to be 10 percent of funds within these areas.

**Leveraging**

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

**HOME** – Matching requirements for the HOME Program are met through reduced settlement fees charged by settlement agents for closing FTHB loans, deferred taxes on nonprofit owned properties, below market rate first trust financing, local Housing Preservation Development Fund.

In addition, funds provided to HOME eligible projects, waived acquisition fees, donated professional services, and below market rate opportunities for first-trust funding. For FY19 thru FY20, OHCD was awarded an additional \$400,000 to the original allocation of \$1,682,280 through Virginia Housing Development Authority (VHDA) now referred to as Virginia Housing under their Community Homeownership Revitalization Program (CHRP), of which \$882,350 was expended previously in FY19 and \$626,880 in FY20. CHRP Funds are a special allocation of VHDA financing provided to housing industry local governments and nonprofits to support special housing needs. The CHRP funding from VHDA allows for 1% reduction in market interest rate for first trust mortgage financing for first-time homebuyers and used in conjunction with the HOME down-payment and closing costs funding which is a second lien on the eligible properties. Eligible properties must be located within census tracts for communities within the Greater Prince William County Area which were identified under the Neighborhood Stabilization Program (NSP) which were most affected during the foreclosure crisis. There was \$203,000 in private loans in addition to the CHRP funds spent and HOME funds provided for FFY19 projects.

**ESG** - Recipients of ESG funds are required to provide a dollar for dollar match. The match must be for the specific project for which ESG funding is requested and must be received and expended within the grant year. Eligible sources of match are:

- 1) Donated Supplies: Donated goods such as clothing, furniture, equipment, etc. Include the source and an estimated value for all donated goods.



- 2) Cash Donations or Grants: Private donations or grants from foundations, nonprofits, or local, state, and federal sources. A single grant may serve as the required match.
- 3) Value of Donated Building: The fair market value of a donated building in the year that it is donated. The building must be proposed for ESG related activities and must not currently be in use for these activities. The verification should state when the building was donated and for what purpose, the current use of the building, and how long the building has been used for its current purpose. A licensed real estate salesperson, broker or licensed appraiser may be used to determine the fair market value of the property.
1. 4) Rent or Lease: Rent paid for space currently used to provide services to the homeless must include the source of funds used to pay rent. The fair market rent, or lease value of a building owned by or space that is donated (rent free) to the organization is also an acceptable match resource. To document fair market value a letter from a licensed real estate salesperson, broker or licensed appraiser that specifies the location of building, square footage, value per square foot, and total lease or rent value based on 12 month occupancy.
- 4) Salaries: Any staff salary paid with general operating funds or grant funds (CDBG, United Way, etc.). The position(s) used as match must be involved in ESG related activities and the hours utilized for match must be for hours worked for ESG related activities. For each position include the title, annual salary, percentage of time dedicated to ESG activities, source of funds and the dollar amount proposed as match.
- 5) Volunteers: Time and services contributed by volunteers, with a value not to exceed \$7.25 per hour. [Note: Volunteers providing professional services such as medical or legal services are valued at the reasonable and customary rate in the community.]

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	7,076,951.89
2. Match contributed during current Federal fiscal year	89,465.72
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	7,166,417.61
4. Match liability for current Federal fiscal year	\$92,167.86
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	7,074,249.75

**Table 5 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
20-27HI-4212-02	09/14/2019	0	0	0	0	0	12,620	0
20-27HI-4212-03	10/29/2019	0	0	0	0	0	39,473	0
20-27HI-4212-04	02/11/2020	0	0	0	0	0	10,393	0
GSHF 1917 Old Post	06/30/2020	0	2,518	0	0	0	0	0
GSHF 1921 Old Post	06/30/2020	0	2,701	0	0	0	0	0
GSHF Blue Jay Rd	06/30/2020	0	2,960	0	0	0	0	0
GSHF Gemstone Rd	06/30/2020	0	2,859	0	0	0	0	0
GSHF Grist Mill	06/30/2020	0	2,818	0	0	0	0	0
GSHF Grundy Rd	06/30/2020	0	3,752	0	0	0	0	0
GSHF Lodge Terrace	06/30/2020	0	2,509	0	0	0	0	0
GSHF Mayflower Rd	06/30/2020	0	2,937	0	0	0	0	0
GSHF W. Longview	06/30/2020	0	3,926	0	0	0	0	0

Table 6 – Match Contribution for the Federal Fiscal Year

**HOME MBE/WBE report**

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period	Amount received during reporting period	Total amount expended during reporting period	Amount expended for TBRA	Balance on hand at end of reporting period
\$0.00	\$326,376.13	\$326,376.13	0	\$0.00

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
<b>Sub-Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

	Total	Women Business Enterprises	Male
<b>Contracts</b>			
Dollar Amount	0	0	0
Number	0	0	0
<b>Sub-Contracts</b>			
Number	0	0	0
Dollar Amount	0	0	0

**Table 8 - Minority Business and Women Business Enterprises**

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

**Table 9 – Minority Owners of Rental Property**

**Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition**

Parcels Acquired	0	0
Businesses Displaced	0	0
Nonprofit Organizations Displaced	0	0
Households Temporarily Relocated, not Displaced	0	0

Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

## ***CR-20 - Affordable Housing 91.520(b)***

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

	<b>One-Year Goal</b>	<b>Actual</b>
<b>Number of Homeless households to be provided affordable housing units</b>	320	0
<b>Number of Non-Homeless households to be provided affordable housing units</b>	20	43
<b>Number of Special-Needs households to be provided affordable housing units</b>	0	0
<b>Total</b>	<b>340</b>	<b>43</b>

**Table 11 – Number of Households**

	<b>One-Year Goal</b>	<b>Actual</b>
<b>Number of households supported through Rental Assistance</b>	0	0
<b>Number of households supported through The Production of New Units</b>	0	0
<b>Number of households supported through Rehab of Existing Units</b>	19	8
<b>Number of households supported through Acquisition of Existing Units</b>	10	6
<b>Total</b>	<b>29</b>	<b>14</b>

**Table 12 – Number of Households Supported**

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

In FFY 2019 in combination with FFY17 HOME Funds and FFY19 HOME Program Income four (4) low-moderate income first-time homebuyers were provided with down payment and closing costs assistance and acquired residential properties. In addition, CDBG funds were used to rehab eight (8) owner occupied units during FFY 2019. Due to the COVID-19 Pandemic both CDBG and HOME activities basically ceased due to local government and employment shut-downs; and community apprehension to apply for housing assistance through the CPD programs due to uncertainty of continued employment, having their homes inspected for rehabilitation activities and searching for a home to purchase as both sellers and buyers were apprehensive to have people in their homes due to spread of the coronavirus.

**Discuss how these outcomes will impact future annual action plans.**

Remaining funds from FFY2019 HOME Program will be reprogrammed during FFY2020, to assist low-moderate income first-time homebuyers.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	12	0
Low-income	0	4
Moderate-income	0	0
<b>Total</b>	<b>12</b>	<b>4</b>

**Table 13 – Number of Households Served**

**Narrative Information**

The County funded four (4) low-moderate income eligible first-time homebuyers during FFY 2019 with HOME funds. This included four (4) low-income households.

CDBG funded eight (8) single-family housing unit rehabs during FFY 2019. This included one (1) extremely low, one (1) low, and six (6) moderate-income households. In addition, provided CDBG funds to rehabilitate five (5) County owned townhouses which are administered by Prince William County Community Service assisting five (5) extremely low-income persons with Serious Mental disabilities, two (2) affordable dwelling units were purchased for housing assisting seven (7) extremely low-income persons with developmental and mental illness/disabilities, public service activity administered by a local non-profit for street outreach to the homeless assisting 296 extremely low-income persons, Homeless Outreach and Case Management for homeless population and Fair Housing Testing activities.

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

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

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

The County provided funds to Streetlight Outreach Ministries, who provided outreach to (296) extremely low-income homeless persons, particularly assisting high barrier clients providing a Case Manager who conducted street/campsite outreach designed to provide essential services necessary to reach out to unsheltered homeless persons for the purpose of connecting unsheltered homeless people with emergency shelter, housing, or critical services; and to provide urgent, non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility. The County also works closely with the Continuum of Care and homeless service providers in their outreach activities throughout the year.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The County funded two programs for FFY2019 involving the expansion of the number of beds for emergency shelter and supportive housing. The County used CDBG funds to fund the Dawson Beach Transitional Housing Program to provide transitional housing beds for 21 persons, in seven units. The funds also provided emergency shelter access for 498 persons in the Prince William County Overnight Emergency Shelter and The Hilda Barg Homeless Shelter administered by Prince William County Department of Social Services. In addition, operation funding helped support homeless facilities, administered by Prince William County nonprofit(s) (ACTS (87 and NVFS 295) that provided services for 382 persons.

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

For FFY 2019, the County funded two Prince William County homeless facilities ACTS, Inc. and NVFS with Rapid Re-Housing funding which served 76 households, to avoid entering into, or shortening the length of, homelessness. The County also funded homeless prevention activities for FFY2019, including agency support to support homeless service organization that provide Rapid Re-Housing activities. These agencies provide supportive services to help families achieve self-sufficiency.

### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period**

**of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

In addition to funding rapid re-housing, the County utilized CDBG and ESG to fund services to prevent the return to homelessness, where funds were also provided for case management through ESG and CDBG funds to help meet the needs of homeless households through homeless transition housing.



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

**Actions taken to address the needs of public housing**

Prince William County does not have any public housing.

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

Prince William County does not have any public housing.

**Actions taken to provide assistance to troubled PHAs**

Prince William County does not have any public housing.

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

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

Prince William County has worked to reduce the effects of public policy on affordable housing development over the past few years. While there are a number of market forces at work that make affordable housing development difficult, as discussed in the Market Analysis, the impact of public policy is not a major factor.

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

The County has continued to look for new funding sources for programs that address underserved needs. Funding is the major obstacle in providing the services needed to focus on the vast variety of issues that prevent families from breaking out of poverty and from living in the best, most affordable housing possible.

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

See above.

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

The County has continued its efforts in conjunction with the Continuum of Care (CoC) to reduce the number of poverty-level families through the development of services needed to assist those families with educational opportunities, job growth, and life skills training through the various social service agencies operating in the county. During FFY 2019, the County funded several activities to prevent homelessness and offer supportive services to poverty-level families. These efforts include case management, and outreach.

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

During this Program year the County has:

- OHCD collaborates with non-profit organizations to address community needs barriers to affordable housing and provides support to federal and non-federal funding initiatives.
- OHCD continue to work with the implementation and ongoing monitoring and reporting of the Community Housing Development Initiative (CHDI) Program funded through the Virginia Department of Behavioral Health and Developmental Services (DBHDS), expended \$2,039,535 of the CHDI funds in support of acquisition of ten (10) units for affordable rental housing in the Prince William Area. One of the units is currently being rehabilitation to meet Uniform Federal Accessibility Standards (UFAS) and will be completed in the next fiscal year, the eleventh unit will be rehabilitated to meet the needs of the Hearing Impaired. The objective of CHDI is to create affordable rental housing in the Prince William catchment area (i.e., Prince William County and the Cities of Manassas and

Manassas Park) with a leasing preference for the Commonwealths' Settlement Agreement population. Units must be rented to households with adjusted annual incomes at or below 50% of the area median income, as established by HUD for the Washington D.C. Metro Statistical Area, affordable rents charged are based upon the Low Home Investment Partnership (HOME) Rent Limits based upon unit size. The Affordable Rent Limits (Fair Market Rents) are established by HUD and adjusted annually. If the tenant pays utilities, the maximum allowable rent is reduced. In addition to the CHDI funding DBHDS has awarded OHCD with Project Based State Rental Assistance for the next five-years for the affordable housing units.

- Worked with private industry in assessing and addressing important issues that hamper housing and community development efforts.

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

The County has continued to coordinate planning activities with private housing and social service agencies, including participation in the Prince William County Continuum of Care (CoC) meetings, on-going development of the Continuum of Care, development and implementation of a coordinated entry system and enumeration of point-in-time and homeless surveys. County staff will also continue its participation in other coalitions and study groups as the opportunity arises.

### **Identify actions taken to overcome the effects of any impediments identified in the jurisdiction's analysis of impediments to fair housing choice. 91.520(a)**

During FFY 2019, Prince William County funded Human Rights in initiation of Fair Housing Testing. Attached is a copy of the Fair Housing Testing Results and Action Plan Report.

Additionally, OHCD provided outreach through participation in the first ever virtual Northern Virginia Housing Expo, which provided information on CPD programs and services as well as other housing market related vendors. The number of Hits for the event was 119,205; Page Visits 16,720; Unique Visits to Landing Page 4,899; Visits to Exhibit Hall 891; Visits to Workshops Page 1,537; Visits to Counseling Page 1,040; Visits to Homebuying Resources 317; Visits to Rental Resources 152; Visits to Individual Exhibitors 2168

OHCD was unable to attend many of the program marketing events due to the COVID-19 Pandemic which caused these events to be cancelled.

In 2014, Prince William County created a Fair Housing Plan based on the 2014 Analysis of Impediments to Fair Housing. This report identified five broad impediments to fair housing. OHCD completed a review in FFY18 of the Fair Housing Plan and it was determined that there was no change to these identified impediments and OHCD would continue to address these needs:

1. Housing affordability
2. Overlapping areas of racially and ethnically concentrated poverty, segregation, and limited access to community assets
3. Lower-income Latino and Asian households demonstrate greater housing needs
4. Discrimination in the provision of housing
5. Lending practices limit the access of African American and Latino households to credit

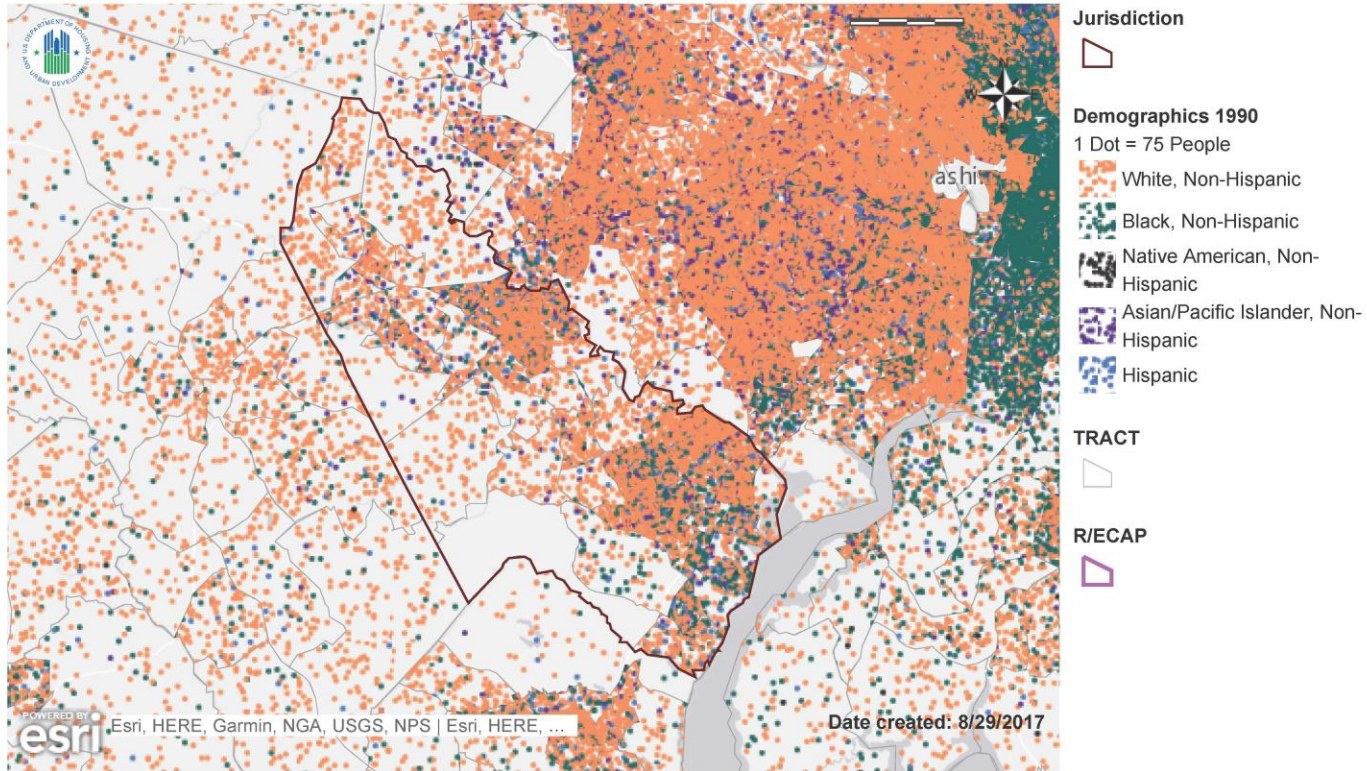
## Fair Housing

Some of the Outreach Activities include:

- OHCD is participating in a regional fair housing alliance along with the Council of Government (COG) to collaborate on a new, rigorous approach to furthering fair housing and to address the aims of the 1968 Fair Housing Act to end discrimination and racial segregation in our communities. Through this regional partnership OHCD is participating in order to complete a fair housing plan that addresses both local and regional challenges and goals to further fair housing. HUD has encouraged this collaborative approach, providing technical assistance from Enterprise Community Partners beginning in 2019 to support the effort.
- Affiliate Member of Prince William Association of Realtors
  - Participated both in person and virtually in affordable housing workshops and Affiliate meetings providing information on all CPD programs and services provided; reaching both Realtors, Lenders and Settlement Agencies Participate in Annual Fall Conference as an exhibitor with brochures and information on all CPD programs
- Affiliate Member of Northern Virginia Mortgage Lender's Association
  - Participated in both in person and virtually Affordable Housing Workshops and Affiliate meetings providing information on all CPD programs and services provided; reaching Lenders and Settlement Agencies in the Northern Virginia Area
- Annual Northern Virginia Housing Expo
  - Participated in annual Northern Virginia Housing Expo which due to COVID-19 was held virtually this year. The event provided information on all CPD programs and services provided; reaching private citizens and local communities within the northern Virginia area, Lenders; Realtors Settlement Agencies and others in the real estate industry to include Non-profits; government entities
- Due to COVID-19 most events was cancelled
- Provides Program Information to local Lenders, Realtors and Settlement Agencies
  - OHCD provides information to local Lenders, Real Estate Agencies; and Settlement Agencies as requested and provided program information virtually due to COVID-19 restrictions on in-person workshops
- Provided funding to Prince William County Human Rights for Fair Housing Testing Activity
- Providing on-going program information to real estate industry concerning affordable housing programs (First-Time Homebuyer Program and Neighborhood Housing Rehabilitation Program)
- OHCD has on staff a Spanish speaking employee to allow for better communication and housing opportunities for the Latino population
- Funding provided through CDBG funds to the Prince William County Virginia Cooperative Extension in order to provide Housing Counseling, Financial Management, and Budgeting; with classes held in both English and Spanish. All class participation is a requirement for assistance under the First-Time Homebuyer Program.

In addition, maps showing areas with higher concentrations of minority populations are attached. The areas with higher racial and ethnic concentration are seen in the southern and eastern edges of the County. This has become more pronounced since 1990, as seen in Maps 1 through 3.

## HUD Affirmatively Furthering Fair Housing Data and Mapping Tool



**Name:** Map 2 - Race/Ethnicity Trends

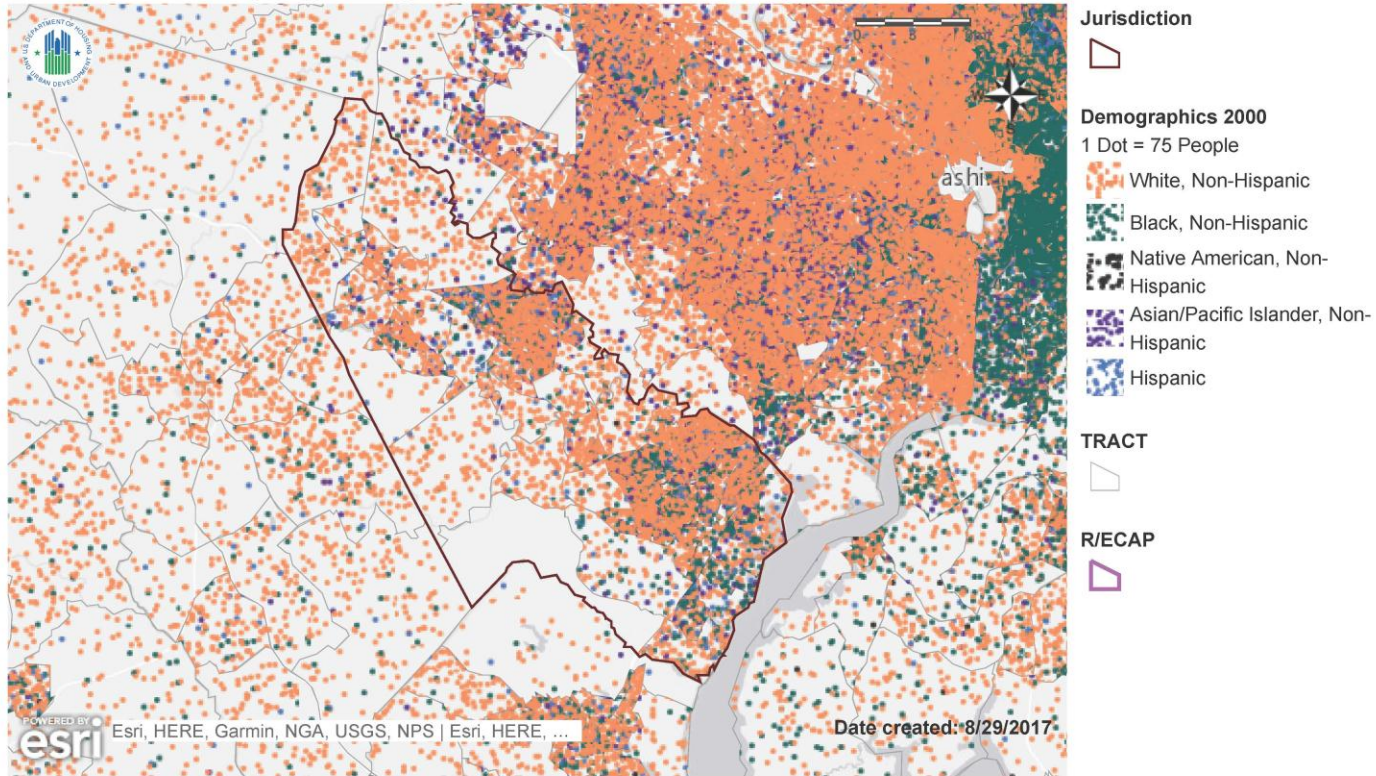
**Description:** Past race/ethnicity dot density map for Jurisdiction and Region with R/ECAPs

**Jurisdiction:** Prince William County (CDBG, HOME, ESG)

**Region:** Washington-Arlington-Alexandria, DC-VA-MD-WV

### Map 1

## HUD Affirmatively Furthering Fair Housing Data and Mapping Tool



**Name:** Map 2 - Race/Ethnicity Trends

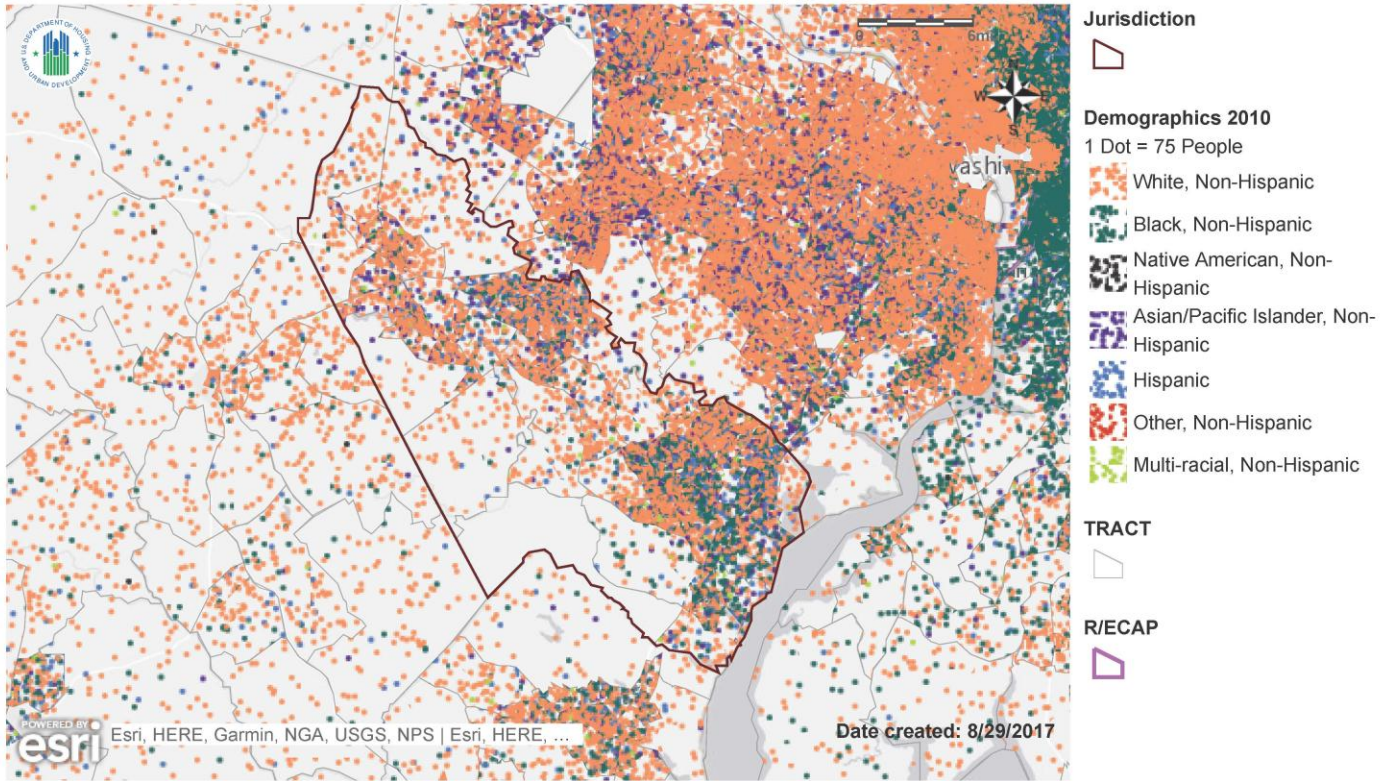
**Description:** Past race/ethnicity dot density map for Jurisdiction and Region with R/ECAPs

**Jurisdiction:** Prince William County (CDBG, HOME, ESG)

**Region:** Washington-Arlington-Alexandria, DC-VA-MD-WV

## Map 2

## HUD Affirmatively Furthering Fair Housing Data and Mapping Tool



**Name:** Map 1 - Race/Ethnicity

**Description:** Current race/ethnicity dot density map for Jurisdiction and Region with R/ECAPs

**Jurisdiction:** Prince William County (CDBG, HOME, ESG)

**Region:** Washington-Arlington-Alexandria, DC-VA-MD-WV

### Map 3

## ***CR-40 - Monitoring 91.220 and 91.230***

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

### **County Executive/Board of County Supervisors (BOCS)**

Per the 1992 Board of County Supervisors formal resolution concerning "affordable housing", the Office of Housing and Community Development prepares detailed reports of all housing and community development activities for the County Executive and the Board of County Supervisors. One of the main sections of the report is ongoing Consolidated Plan development and implementation. Other sections include new proposals for funding and implementation of new housing initiatives, as well as measurable goals and objectives called "performance measures."

### **Citizen Boards**

Each month at the Prince William County Housing Board meetings, Consolidated Plan related issues and progress updates are discussed as part of the regular agenda, there is citizen time allocated for any housing related guests to express any affordable housing issue. Board training is provided; on updates to federal program guidelines; and other affordable housing related topics. OHCD management staff is present at Housing Board meetings and discusses questions concerning progress, obstacles, upcoming Consolidated Plans, events and housing related activities. Virtual Housing Board Meetings took place due to the COVID-19 pandemic and the shutting down of government buildings in Prince William County

### **Performance Measurement System**

In order to establish specific targets on the road to achieving the Area goals and objectives and monitor them each year, a Performance Measurement System was developed that will be used each year with the submission of the Annual Performance Report. The Performance Measurement System includes objectives, outcomes as well as measurable outcome statements to identify how the Area is progressing towards the established objectives.

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

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

The Office of Housing and Community Development will convene and conduct at least two citizen meetings (Manassas/Woodbridge) at key times in the year. One to assess and discuss progress made on the current year's performance of the Consolidated Plan and the second to solicit input for developing the ensuing year's Action Plan. Provided virtually due to COVID-19 pandemic and shutting down of government buildings in Prince William County

Prior to obtaining formal approval by the Board of County Supervisors, the Office of Housing and Community Development will facilitate the convening and conduction of public hearings by the



Prince William Housing Board. The meetings will take place in Manassas/Woodbridge at each end of the Prince William Area, at convenient times and at accessible facilities. Provided virtually due to COVID-19 pandemic and shutting down of government buildings in Prince William County

## **CR-45 - CDBG 91.520(c)**

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

Prince William County did not have any significant changes to the Goals listed in the Consolidated Plan and FFY 2019 Action Plan. The County has met or exceeded most of the goals outlined in the Consolidated Plan. These year's activities have continued to be in line with the objectives of the County's Consolidated Plan, and as a result, the County does not plan on making any significant changes.

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

No

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

## **CR-50 - HOME 91.520(d)**

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

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

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

The County inspected the four (4) projects acquired using HOME Funds during FFY19 for down payment and closing costs assistance and thirteen (13) properties rehabilitated with CDBG Funds eight(8 NHRP & 5 County Owned rehabbed units) during FFY19 and two (2) inspections made on properties acquired in FFY19 with CDBG through local non-profits to be used as affordable rentals. In addition, the County also conducted fifteen (15) Housing Quality Standards Inspections on properties that were acquired/rehabilitated by County non-profits with prior year and current fiscal year HOME and CDBG Funds. Additional six (6) Housing Quality Standards Inspection were completed on properties that were acquired/rehabilitated with Neighborhood Stabilization Funds. These inspections are completed in order to enforce the deed restrictions; affordability period and to monitoring of beneficiaries. These inspections included a visual assessment/ paint stabilization of all lead hazard remediation actions for the property that was built prior to 1978.

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

CHDO projects and property owners applying for HOME funds for assisted housing containing five or more housing units are advised of Affirmative Marketing requirements. As a condition of funding, a description of the project's affirmative marketing procedures must be submitted to and approved by the OHCD. During FFY 2018, there were no CHDO activities. OHCD typical provides two years of CHDO Funds before providing competitive application process for affordable housing projects.

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

Of the four (4) First Time Homebuyer (FTHB) disbursements in FFY19; three (3) were funded in total using HOME Program Income and the fourth was funded with both Program Income and FFY17 HOME funds. The total HOME funds benefited four (4) households, or 15 persons, of which three (3) households were low-income (50 to 60%) and one (1) household was moderate income.

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

No other actions taken.

## 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	PRINCE WILLIAM COUNTY
Organizational DUNS Number	003096740
EIN/TIN Number	546001531
Identify the Field Office	WASHINGTON DC
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance	Prince William County CoC

##### ESG Contact Name

Prefix	Ms
First Name	Joan
Middle Name	S
Last Name	Duckett
Suffix	0
Title	Community Planning and Development Division Chief

##### ESG Contact Address

Street Address 1	15941 Donald Curtis Drive, Suite 112
Street Address 2	0
City	Woodbridge
State	VA
ZIP Code	-
Phone Number	7034922300
Extension	0
Fax Number	7034920499
Email Address	jduckett@pwcgov.org

##### 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	07/01/2018
Program Year End Date	06/30/2019

CAPER

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

**Subrecipient or Contractor Name:** Prince William County

**City:** Woodbridge

**State:** VA

**Zip Code:** 22191, 4256

**DUNS Number:** 003096740

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Unit of Government

**ESG Subgrant or Contract Award Amount:** 44696

**Subrecipient or Contractor Name:** Action in Community Through Service, Inc. (ACTS)

**City:** Dumfries

**State:** VA

**Zip Code:** 22026, 0074

**DUNS Number:** 052280195

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 57147

**Subrecipient or Contractor Name:** Northern Virginia Family Service

**City:** Oakton

**State:** VA

**Zip Code:** 22124, 2764

**DUNS Number:** 162818561

**Is subrecipient a victim services provider:** N

**Subrecipient Organization Type:** Other Non-Profit Organization

**ESG Subgrant or Contract Award Amount:** 75021

## ***CR-65 - Persons Assisted***

### **4. Persons Served**

#### **4a. Complete for Homelessness Prevention Activities**

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

**Table 16 – Household Information for Homeless Prevention Activities**

#### **4b. Complete for Rapid Re-Housing Activities**

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

**Table 17 – Household Information for Rapid Re-Housing Activities**

#### **4c. Complete for Shelter**

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

**Table 18 – Shelter Information**

**4d. Street Outreach**

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

**Table 19 – Household Information for Street Outreach**

**4e. Totals for all Persons Served with ESG**

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

**Table 20 – Household Information for Persons Served with ESG**

**5. Gender— Complete for All Activities**

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

**Table 21 – Gender Information**

**6. Age— Complete for All Activities**

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

**Table 22 – Age Information**

**7. Special Populations Served— Complete for All Activities**

**Number of Persons in Households**

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

**Table 23 – Special Population Served**



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

### 10. Shelter Utilization

Number of New Units - Rehabbed	0
Number of New Units - Conversion	0
Total Number of bed-nights available	356,605
Total Number of bed-nights provided	356,605
<b>Capacity Utilization</b>	<b>100.00%</b>

Table 24 – Shelter Capacity

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

ESG outcomes measures were outlined in the Consolidated Plan to be (1) creating suitable living environments, (2) providing decent affordable housing, and (3) creating economic opportunities. Each objective also has three outcomes, (1) Availability/Accessibility, (2) Affordability, and (3) Sustainability. The following describes which of these outcome measures were met by each ESG funded project.

*PWC Department of Social Services Prince William County Overnight Emergency Shelter.* This met the outcome measure of providing decent affordable housing, as well as availability/accessibility.

*The Hilda Barg Homeless Prevention Center* met creating suitable living environments and availability /accessibility.

*Northern Virginia Family Service* received funds for *SERVE Shelter* operations and rapid re-housing, providing decent affordable housing, as well as availability/accessibility.

*The ESG Rapid Re-housing* provided decent affordable housing and availability/accessibility.

*ACTS* received funds for *ACTS Homeless Shelter* operations and rapid re-housing, providing decent affordable housing, as well as availability/accessibility.

*Dawson Beach Transitional Housing* provides housing and supportive services for homeless families with children for a period of up to two (2) years, providing decent, affordable housing, case management and availability/accessibility.

## CR-75 – Expenditures

### 11. Expenditures

#### 11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Homelessness Prevention</b>	<b>0</b>	<b>0</b>	<b>0</b>

Table 25 – ESG Expenditures for Homelessness Prevention

#### 11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Expenditures for Rental Assistance	58,074	60,537	45,215
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Rapid Re-Housing</b>	<b>58,074</b>	<b>60,537</b>	<b>45,215</b>

Table 26 – ESG Expenditures for Rapid Re-Housing

#### 11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Essential Services	0	0	0
Operations	116,445	120,992	127,517
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
<b>Subtotal</b>	<b>116,445</b>	<b>120,992</b>	<b>127,517</b>

Table 27 – ESG Expenditures for Emergency Shelter

### 11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2017	2018	2019
Street Outreach	0	0	0
HMIS	5,000	0	0
<b>Administration</b>	<b>15,556</b>	<b>15,124</b>	<b>15,939</b>

Table 28 - Other Grant Expenditures

### 11e. Total ESG Grant Funds

Total ESG Funds Expended	2017	2018	2019
	<b>195,075</b>	<b>201,653</b>	<b>188,672</b>

Table 29 - Total ESG Funds Expended

### 11f. Match Source

	2017	2018	2019
Other Non-ESG HUD Funds	49,447	367,130	226,718
Other Federal Funds	366,532	338,883	475,781
State Government	443,290	281,988	674,787
Local Government	1,569,583	1,617,926	1,156,411
Private Funds	189,206	110,100	293,365
Other	300,000	217,249	290,365
Fees	0	0	0
Program Income	0	0	0
<b>Total Match Amount</b>	<b>2,918,058</b>	<b>2,933,276</b>	<b>3,117,427</b>

Table 30 - Other Funds Expended on Eligible ESG Activities

### 11g. Total

Total Amount of Funds Expended on ESG Activities	2017	2018	2019
	<b>3,113,133</b>	<b>3,129,929</b>	<b>3,306,099</b>

Table 31 - Total Amount of Funds Expended on ESG Activities

## ***Appendices***

### ***PR-26***



**PART I: SUMMARY OF CDBG RESOURCES**

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	2,612,812.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	352,938.80
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	2,965,750.80

**PART II: SUMMARY OF CDBG EXPENDITURES**

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	1,624,830.05
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	1,624,830.05
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	257,053.37
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,881,883.42
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	1,083,867.38

**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	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	1,624,830.05
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	1,624,830.05
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

**LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS**

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITTING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

**PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS**

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	214,553.75
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	214,553.75
32 ENTITLEMENT GRANT	2,612,812.00
33 PRIOR YEAR PROGRAM INCOME	243,685.96
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	2,856,497.96
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	7.51%

**PART V: PLANNING AND ADMINISTRATION (PA) CAP**

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	257,053.37
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	257,053.37
42 ENTITLEMENT GRANT	2,612,812.00
43 CURRENT YEAR PROGRAM INCOME	352,938.80
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	2,965,750.80
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	8.67%



**LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17**

Report returned no data.

**LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18**

Report returned no data.

**LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	11	1232	6373582	Insight Inc. Acquisition	01	LMH	\$618,913.00
2019	12	1236	6360418	Pathway Homes, Inc. Acquisition	01	LMH	\$182,750.75
					<b>01</b>	<b>Matrix Code</b>	<b>\$801,663.75</b>
2018	2	1202	6285304	Dawson Beach Property Management	03T	LMC	\$52.04
2019	2	1224	6353495	Dawson Beach Transitional Housing Property & Case Management	03T	LMC	\$64,646.84
2019	2	1224	6385835	Dawson Beach Transitional Housing Property & Case Management	03T	LMC	\$56,837.89
					<b>03T</b>	<b>Matrix Code</b>	<b>\$121,536.77</b>
2017	12	1181	6353895	ADA Renovations for OHCD Reception/Admin	03Z	LMC	\$138,412.59
2017	12	1181	6354108	ADA Renovations for OHCD Reception/Admin	03Z	LMC	\$1,519.80
					<b>03Z</b>	<b>Matrix Code</b>	<b>\$139,932.39</b>
2018	12	1212	6285307	Pathway Homes, Inc. Case Management	05Z	LMC	\$12,805.30
2018	12	1212	6353387	Pathway Homes, Inc. Case Management	05Z	LMC	\$18,182.93
2019	9	1227	6344406	Comprehensive Housing Counseling (County & City)	05Z	LMC	\$30,067.50
2019	10	1234	6353416	Streetlight Case Management	05Z	LMC	\$17,180.41
2019	10	1234	6385837	Streetlight Case Management	05Z	LMC	\$14,780.84
					<b>05Z</b>	<b>Matrix Code</b>	<b>\$93,016.98</b>
2019	6	1231	6353490	Neighborhood Housing Rehabilitation Program	14A	LMH	\$183,635.10
2019	6	1231	6353500	Neighborhood Housing Rehabilitation Program	14A	LMH	\$6,184.40
2019	6	1231	6385836	Neighborhood Housing Rehabilitation Program	14A	LMH	\$19,950.00
2019	13	1235	6385839	Community Services	14A	LMH	\$80,261.39
					<b>14A</b>	<b>Matrix Code</b>	<b>\$290,030.89</b>
2019	14	1230	6353502	Administration Rehabilitation Program	14H	LMH	\$140,480.79
2019	14	1230	6385842	Administration Rehabilitation Program	14H	LMH	\$38,168.48
					<b>14H</b>	<b>Matrix Code</b>	<b>\$178,649.27</b>
<b>Total</b>							<b>\$1,624,830.05</b>

**LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	2	1202	6285304	Dawson Beach Property Management	03T	LMC	\$52.04
2019	2	1224	6353495	Dawson Beach Transitional Housing Property & Case Management	03T	LMC	\$64,646.84
2019	2	1224	6385835	Dawson Beach Transitional Housing Property & Case Management	03T	LMC	\$56,837.89
					<b>03T</b>	<b>Matrix Code</b>	<b>\$121,536.77</b>
2018	12	1212	6285307	Pathway Homes, Inc. Case Management	05Z	LMC	\$12,805.30
2018	12	1212	6353387	Pathway Homes, Inc. Case Management	05Z	LMC	\$18,182.93
2019	9	1227	6344406	Comprehensive Housing Counseling (County & City)	05Z	LMC	\$30,067.50
2019	10	1234	6353416	Streetlight Case Management	05Z	LMC	\$17,180.41
2019	10	1234	6385837	Streetlight Case Management	05Z	LMC	\$14,780.84
					<b>05Z</b>	<b>Matrix Code</b>	<b>\$93,016.98</b>
<b>Total</b>							<b>\$214,553.75</b>



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2019  
 PRINCE WILLIAM COUNTY, VA

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 TIME: 8:14  
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**LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	4	1209	6285295	CDBG Administration	21A		\$8,963.10
2019	3	1225	6385843	CDBG Program Administration	21A		\$218,090.27
					<b>21A</b>	<b>Matrix Code</b>	<b>\$227,053.37</b>
2019	5	1226	6353440	Fair Housing Activities	21D		\$15,000.00
2019	5	1226	6364422	Fair Housing Activities	21D		\$15,000.00
					<b>21D</b>	<b>Matrix Code</b>	<b>\$30,000.00</b>
<b>Total</b>							<b>\$257,053.37</b>

## ***SAGE Report***





**HUD ESG CAPER FY2020**

Grant: **ESG: Prince William County - VA - Report** Type: **CAPER**

**Report Date Range**

7/1/2019 to 6/30/2020

**001 a. Contact Information**

First name   
 Middle name   
 Last name   
 Suffix   
 Title   
 Street Address 1   
 Street Address 2   
 City   
 State   
 ZIP Code   
 E-mail Address   
 Phone Number   
 Extension   
 Fax Number

**001 b. Grant Information**

As of 7/31/2020

Fiscal Year	Grant Number	Current Authorized Amount	Total Drawn	Balance	Obligation Date	Expenditure Deadline
2020						
2019	E19UC510005	\$212,529.00	\$68,601.16	\$143,927.84	8/13/2019	8/13/2021
2018	E18UC510005	\$201,653.00	\$201,653.00	\$0	8/22/2018	8/22/2020
2017	E17UC510005	\$194,075.00	\$194,075.00	\$0	9/22/2017	9/22/2019
2016	E16UC510005	\$191,206.00	\$191,206.00	\$0	11/18/2016	11/18/2018
2015	E15UC510005	\$186,307.00	\$186,307.00	\$0	9/9/2015	9/9/2017
2014	E14UC510003	\$167,217.00	\$167,217.00	\$0	9/10/2014	9/10/2016
2013	E13UC510003	\$137,673.00	\$137,673.00	\$0	11/20/2013	11/20/2015
2012						
2011						
<b>Total</b>		<b>\$1,290,660.00</b>	<b>\$1,146,732.16</b>	<b>\$143,927.84</b>		

**ESG Information from IDIS**

**CAPER reporting includes funds used from fiscal year:**

2019

**Project types carried out during the program year**

Enter the number of each type of projects funded through ESG during this program year.

Street Outreach	0
Emergency Shelter	3
Transitional Housing (grandfathered under ES)	1
Day Shelter (funded under ES)	0
Rapid Re-Housing	2
Homelessness Prevention	1

**001 c. Additional Information**

**HMIS**

**Comparable Database**

Are 100% of the project(s) funded through ESG, which are allowed to use HMIS, entering data into HMIS?	Yes
Have all of the projects entered data into Sage via a CSV - CAPER Report upload?	Yes
Are 100% of the project(s) funded through ESG, which are allowed to use a comparable database, entering data into the comparable database?	Yes
Have all of the projects entered data into Sage via a CSV - CAPER Report upload?	Yes

**Q04a: Project Identifiers in HMIS**

Organization Name	Organization ID	Project Name	Project ID	HMIS Project Type	Method for Tracking ES	Affiliated with a residential project	Project IDs of affiliations	CoC Number	Geocode	Victim Service Provider	HMIS Software Name	Report Start Date	Report End Date	CSV Exception?	Uploaded via emailed hyperlink?
Northern Virginia Family Service (NVFS) (Agency)	49	NVFS - SERVE Shelter (ES)(FAM)	2	1	0			VA-604	519153	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
Northern Virginia Family Service (NVFS) (Agency)	49	NVFS - SERVE Shelter (ES)(IND)	113	1	0			VA-604	519153	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
Northern Virginia Family Service (NVFS) (Agency)	49	NVFS - HUD ESG (RRH) (ALL)	47	13				VA-604	519153	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
Office of Housing & Community Development (OHCD) (Agency)	8	OHCD - Dawson Beach Program (TH)(FAM)	16	2				VA-604	519153	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
Prince William County DSS (PWC DSS) (Agency)	7	PWC DSS - PWA Overnight Shelter (ES)(IND)	14	1	3			VA-604	519153	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
HBHPC - Emergency Shelter (ES) (IND)	114	HBHPC - Emergency Shelter (ES)(IND)	114	1	0			VA-604	519153	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
Hilda Barg Homeless Prevention Center (HBHPC) (Agency)	51	HBHPC - Emergency Shelter (ES)(FAM)	4	1	0			VA-604	519153	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
Action in Community Through Service (ACTS) (AGENCY)	6	ACTS - Beverly Warren Shelter (ES)(IND)	111	1	0			VA-604	519153	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
Action in Community Through Service (ACTS) (AGENCY)	6	ACTS - Beverly Warren Shelter (ES)(FAM)	44	1	0			VA-604	519153	0	ServicePoint	2019-07-01	2020-06-30	No	Yes
ACTS - HUD ESG (RRH) (ALL)	59	ACTS - HUD ESG (RRH) (ALL)	59	13				VA-604	519153	0	ServicePoint	2019-07-01	2020-06-30	No	Yes

**Q05a: Report Validations Table**

Total Number of Persons Served	977
Number of Adults (Age 18 or Over)	715
Number of Children (Under Age 18)	262
Number of Persons with Unknown Age	0
Number of Leavers	808
Number of Adult Leavers	607
Number of Adult and Head of Household Leavers	607
Number of Stayers	169
Number of Adult Stayers	108
Number of Veterans	50
Number of Chronically Homeless Persons	117
Number of Youth Under Age 25	78
Number of Parenting Youth Under Age 25 with Children	22
Number of Adult Heads of Household	646
Number of Child and Unknown-Age Heads of Household	0
Heads of Households and Adult Stayers in the Project 365 Days or More	3

**Q06a: Data Quality: Personally Identifying Information (PII)**

Data Element	Client Doesn't Know/Refused	Information Missing	Data Issues	Total	% of Error Rate
Name	0	0	0	0	0.00 %
Social Security Number	21	0	1	22	2.25 %
Date of Birth	0	0	0	0	0.00 %
Race	0	0	0	0	0.00 %
Ethnicity	0	0	0	0	0.00 %
Gender	0	0	0	0	0.00 %
Overall Score				22	2.25 %

**Q06b: Data Quality: Universal Data Elements**

	Error Count	% of Error Rate
Veteran Status	0	0.00 %
Project Start Date	0	0.00 %
Relationship to Head of Household	0	0.00 %
Client Location	0	0.00 %
Disabling Condition	0	0.00 %

**Q06c: Data Quality: Income and Housing Data Quality**

	Error Count	% of Error Rate
Destination	0	0.00 %
Income and Sources at Start	0	0.00 %
Income and Sources at Annual Assessment	1	33.33 %
Income and Sources at Exit	0	0.00 %

**Q06d: Data Quality: Chronic Homelessness**

	Count of Total Records	Missing Time in Institution	Missing Time in Housing	Approximate Date Started DK/R/missing	Number of Times DK/R/missing	Number of Months DK/R/missing	% of Records Unable to Calculate
ES, SH, Street Outreach	671	0	0	0	0	0	0.00 %
TH	8	0	0	0	0	0	0.00 %
PH (All)	36	0	0	0	0	0	0.00 %
Total	715	0	0	0	0	0	0.00 %

**Q06e: Data Quality: Timeliness**

	Number of Project Start Records	Number of Project Exit Records
0 days	45	72
1-3 Days	449	324
4-6 Days	176	185
7-10 Days	62	62
11+ Days	88	165

**Q06f: Data Quality: Inactive Records: Street Outreach & Emergency Shelter**

	# of Records	# of Inactive Records	% of Inactive Records
Contact (Adults and Heads of Household in Street Outreach or ES - NBN)	6	6	100.00 %
Bed Night (All Clients in ES - NBN)	6	6	100.00 %

**Q07a: Number of Persons Served**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Adults	715	547	168	0	0
Children	282	0	282	0	0
Client Doesn't Know/ Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	977	547	430	0	0
For PSH & RRH – the total persons served who moved into housing	63	13	50	0	0

**Q08a: Households Served**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Total Households	646	529	117	0	0
For PSH & RRH – the total households served who moved into housing	22	11	11	0	0

**Q08b: Point-in-Time Count of Households on the Last Wednesday**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
January	105	81	24	0	0
April	86	62	24	0	0
July	104	77	27	0	0
October	105	82	23	0	0

**Q09a: Number of Persons Contacted**

	All Persons Contacted	First contact – NOT staying on the Streets, ES, or SH	First contact – WAS staying on Streets, ES, or SH	First contact – Worker unable to determine
Once	0	0	0	0
2-5 Times	0	0	0	0
6-9 Times	0	0	0	0
10+ Times	0	0	0	0
Total Persons Contacted	0	0	0	0

**Q09b: Number of Persons Engaged**

	All Persons Contacted	First contact – NOT staying on the Streets, ES, or SH	First contact – WAS staying on Streets, ES, or SH	First contact – Worker unable to determine
Once	0	0	0	0
2-5 Contacts	0	0	0	0
6-9 Contacts	0	0	0	0
10+ Contacts	0	0	0	0
Total Persons Engaged	0	0	0	0
Rate of Engagement	0.00	0.00	0.00	0.00

**Q10a: Gender of Adults**

	Total	Without Children	With Children and Adults	Unknown Household Type
Male	375	326	49	0
Female	337	218	119	0
Trans Female (MTF or Male to Female)	3	3	0	0
Trans Male (FTM or Female to Male)	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0
Data Not Collected	0	0	0	0
Subtotal	715	547	168	0

**Q10b: Gender of Children**

	Total	With Children and Adults	With Only Children	Unknown Household Type
Male	152	152	0	0
Female	110	110	0	0
Trans Female (MTF or Male to Female)	0	0	0	0
Trans Male (FTM or Female to Male)	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0
Data Not Collected	0	0	0	0
Subtotal	262	262	0	0

**Q10c: Gender of Persons Missing Age Information**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Male	0	0	0	0	0
Female	0	0	0	0	0
Trans Female (MTF or Male to Female)	0	0	0	0	0
Trans Male (FTM or Female to Male)	0	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Subtotal	0	0	0	0	0

**Q10d: Gender by Age Ranges**

	Total	Under Age 18	Age 18-24	Age 25-61	Age 62 and over	Client Doesn't Know/ Client Refused	Data Not Collected
Male	527	152	52	295	28	0	0
Female	447	110	49	283	25	0	0
Trans Female (MTF or Male to Female)	3	0	2	1	0	0	0
Trans Male (FTM or Female to Male)	0	0	0	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0	0	0
Data Not Collected	0	0	0	0	0	0	0
Subtotal	977	262	103	559	53	0	0

**Q11: Age**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Under 5	120	0	120	0	0
5 - 12	90	0	90	0	0
13 - 17	52	0	52	0	0
18 - 24	103	67	36	0	0
25 - 34	189	125	64	0	0
35 - 44	181	134	47	0	0
45 - 54	113	99	14	0	0
55 - 61	76	69	7	0	0
62+	53	53	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	977	547	430	0	0

**Q12a: Race**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
White	263	193	70	0	0
Black or African American	616	315	301	0	0
Asian	18	6	12	0	0
American Indian or Alaska Native	7	6	1	0	0
Native Hawaiian or Other Pacific Islander	2	2	0	0	0
Multiple Races	70	25	45	0	0
Client Doesn't Know/Client Refused	1	0	1	0	0
Data Not Collected	0	0	0	0	0
Total	977	547	430	0	0

**Q12b: Ethnicity**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Non-Hispanic/Non-Latino	854	495	359	0	0
Hispanic/Latino	123	52	71	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	977	547	430	0	0

**Q13a1: Physical and Mental Health Conditions at Start**

	Total Persons	Without Children	Adults in HH with Children & Adults	Children in HH with Children & Adults	With Children and Adults	With Only Children	Unknown Household Type
Mental Health Problem	193	162	29	2	--	0	0
Alcohol Abuse	27	27	0	0	--	0	0
Drug Abuse	14	12	2	0	--	0	0
Both Alcohol and Drug Abuse	25	22	3	0	--	0	0
Chronic Health Condition	118	100	18	0	--	0	0
HIV/AIDS	1	1	0	0	--	0	0
Developmental Disability	42	30	8	4	--	0	0
Physical Disability	128	105	19	4	--	0	0

The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

**Q13b1: Physical and Mental Health Conditions at Exit**

	Total Persons	Without Children	Adults in HH with Children & Adults	Children in HH with Children & Adults	With Children and Adults	With Only Children	Unknown Household Type
Mental Health Problem	167	146	21	0	--	0	0
Alcohol Abuse	26	25	1	0	--	0	0
Drug Abuse	13	12	1	0	--	0	0
Both Alcohol and Drug Abuse	21	20	1	0	--	0	0
Chronic Health Condition	103	89	14	0	--	0	0
HIV/AIDS	1	1	0	0	--	0	0
Developmental Disability	37	28	7	2	--	0	0
Physical Disability	115	96	16	3	--	0	0

The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

**Q13c1: Physical and Mental Health Conditions for Stayers**

	Total Persons	Without Children	Adults in HH with Children & Adults	Children in HH with Children & Adults	With Children and Adults	With Only Children	Unknown Household Type
Mental Health Problem	25	17	6	2	--	0	0
Alcohol Abuse	3	3	0	0	--	0	0
Drug Abuse	1	0	1	0	--	0	0
Both Alcohol and Drug Abuse	5	3	2	0	--	0	0
Chronic Health Condition	13	11	2	0	--	0	0
HIV/AIDS	0	0	0	0	--	0	0
Developmental Disability	4	1	1	2	--	0	0
Physical Disability	14	10	3	1	--	0	0

The "With Children and Adults" column is retired as of 10/1/2019 and replaced with the columns "Adults in HH with Children & Adults" and "Children in HH with Children & Adults".

**Q14a: Domestic Violence History**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Yes	109	71	38	0	0
No	604	476	128	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	2	0	2	0	0
Total	715	547	168	0	0

**Q14b: Persons Fleeing Domestic Violence**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Yes	54	35	19	0	0
No	54	36	18	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	1	0	1	0	0
<b>Total</b>	<b>109</b>	<b>71</b>	<b>38</b>	<b>0</b>	<b>0</b>

**Q15: Living Situation**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
<b>Homeless Situations</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	185	134	51	0	0
Transitional housing for homeless persons (including homeless youth)	0	0	0	0	0
Place not meant for habitation	240	198	42	0	0
Safe Haven	0	0	0	0	0
Host Home (non-crisis)	0	0	0	0	0
Interim Housing <sup>Ⓒ</sup>	0	0	0	0	0
<b>Subtotal</b>	<b>425</b>	<b>332</b>	<b>93</b>	<b>0</b>	<b>0</b>
<b>Institutional Settings</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Psychiatric hospital or other psychiatric facility	10	10	0	0	0
Substance abuse treatment facility or detox center	4	4	0	0	0
Hospital or other residential non-psychiatric medical facility	26	23	3	0	0
Jail, prison or juvenile detention facility	20	20	0	0	0
Foster care home or foster care group home	0	0	0	0	0
Long-term care facility or nursing home	1	1	0	0	0
Residential project or halfway house with no homeless criteria	0	0	0	0	0
<b>Subtotal</b>	<b>61</b>	<b>58</b>	<b>3</b>	<b>0</b>	<b>0</b>
<b>Other Locations</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Permanent housing (other than RRH) for formerly homeless persons	0	0	0	0	0
Owned by client, no ongoing housing subsidy	0	0	0	0	0
Owned by client, with ongoing housing subsidy	1	1	0	0	0
Rental by client, with RRH or equivalent subsidy	0	0	0	0	0
Rental by client, with HCV voucher (tenant or project based)	0	0	0	0	0
Rental by client in a public housing unit	0	0	0	0	0
Rental by client, no ongoing housing subsidy	35	21	14	0	0
Rental by client, with VASH subsidy	2	0	2	0	0
Rental by client with GPD TIP subsidy	0	0	0	0	0
Rental by client, with other housing subsidy	3	3	0	0	0
Hotel or motel paid for without emergency shelter voucher	67	47	20	0	0
Staying or living in a friend's room, apartment or house	60	39	21	0	0
Staying or living in a family member's room, apartment or house	61	46	15	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Subtotal</b>	<b>229</b>	<b>157</b>	<b>72</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>715</b>	<b>547</b>	<b>168</b>	<b>0</b>	<b>0</b>

<sup>Ⓒ</sup> Interim housing is retired as of 10/1/2019.

**Q16: Cash Income - Ranges**

	Income at Start	Income at Latest Annual Assessment for Stayers	Income at Exit for Leavers
No income	374	1	289
\$1 - \$150	11	0	9
\$151 - \$250	4	0	4
\$251 - \$500	27	0	23
\$501 - \$1000	133	0	109
\$1,001 - \$1,500	57	1	52
\$1,501 - \$2,000	43	0	51
\$2,001+	65	0	70
Client Doesn't Know/Client Refused	0	0	0
Data Not Collected	1	0	0
Number of Adult Stayers Not Yet Required to Have an Annual Assessment	0	105	0
Number of Adult Stayers Without Required Annual Assessment	0	1	0
<b>Total Adults</b>	<b>715</b>	<b>108</b>	<b>607</b>

**Q17: Cash Income - Sources**

	Income at Start	Income at Latest Annual Assessment for Stayers	Income at Exit for Leavers
Earned Income	184	0	175
Unemployment Insurance	3	0	8
SSI	80	1	74
SSDI	55	1	52
VA Service-Connected Disability Compensation	4	0	4
VA Non-Service Connected Disability Pension	1	0	1
Private Disability Insurance	0	0	0
Worker's Compensation	1	0	1
TANF or Equivalent	21	0	22
General Assistance	3	0	1
Retirement (Social Security)	3	0	4
Pension from Former Job	6	0	5
Child Support	15	0	12
Alimony (Spousal Support)	3	0	3
Other Source	4	0	5
Adults with Income Information at Start and Annual Assessment/Exit	0	2	0

**Q19b: Disabling Conditions and Income for Adults at Exit**

	AO: Adult with Disabling Condition	AO: Adult without Disabling Condition	AO: Total Adults	AO: % with Disabling Condition by Source	AC: Adult with Disabling Condition	AC: Adult without Disabling Condition	AC: Total Adults	AC: % with Disabling Condition by Source	UK: Adult with Disabling Condition	UK: Adult without Disabling Condition	UK: Total Adults	UK: % with Disabling Condition by Source
Earned Income	45	64	109	41.67 %	17	45	62	27.53 %	0	0	0	--
Supplemental Security Income (SSI)	56	5	61	91.64 %	8	2	10	80.00 %	0	0	0	--
Social Security Disability Insurance (SSDI)	43	4	47	91.49 %	5	0	5	100.00 %	0	0	0	--
VA Service-Connected Disability Compensation	2	1	3	66.67 %	0	1	1	0.00 %	0	0	0	--
Private Disability Insurance	0	0	0	--	0	0	0	--	0	0	0	--
Worker's Compensation	0	0	0	--	0	1	1	0.00 %	0	0	0	--
Temporary Assistance for Needy Families (TANF)	0	2	2	0.00 %	7	13	20	34.70 %	0	0	0	--
Retirement Income from Social Security	2	2	4	50.25 %	0	0	0	--	0	0	0	--
Pension or retirement income from a former job	4	0	4	100.00 %	1	0	1	100.00 %	0	0	0	--
Child Support	1	2	3	33.33 %	5	4	9	55.56 %	0	0	0	--
Other source	7	5	12	58.50 %	2	4	6	33.33 %	0	0	0	--
No Sources	115	124	239	48.21 %	12	32	44	27.20 %	0	0	0	--
Unduplicated Total Adults	256	203	459		44	91	135		0	0	0	

**Q20a: Type of Non-Cash Benefit Sources**

	Benefit at Start	Benefit at Latest Annual Assessment for Stayers	Benefit at Exit for Leavers
Supplemental Nutritional Assistance Program	183	1	164
WIC	6	0	8
TANF Child Care Services	10	0	10
TANF Transportation Services	0	0	0
Other TANF-Funded Services	2	0	3
Other Source	2	0	1

**Q21: Health Insurance**

	At Start	At Annual Assessment for Stayers	At Exit for Leavers
Medicaid	479	1	400
Medicare	64	1	64
State Children's Health Insurance Program	18	0	14
VA Medical Services	19	0	19
Employer Provided Health Insurance	44	0	37
Health Insurance Through COBRA	2	0	1
Private Pay Health Insurance	19	0	15
State Health Insurance for Adults	15	0	12
Indian Health Services Program	1	0	1
Other	17	0	13
No Health Insurance	373	1	304
Client Doesn't Know/Client Refused	0	0	0
Data Not Collected	0	3	0
Number of Stayers Not Yet Required to Have an Annual Assessment	0	164	0
1 Source of Health Insurance	537	0	439
More than 1 Source of Health Insurance	67	1	65

**Q22a2: Length of Participation – ESG Projects**

	Total	Leavers	Stayers
0 to 7 days	227	200	27
8 to 14 days	68	62	6
15 to 21 days	54	46	8
22 to 30 days	63	45	18
31 to 60 days	147	123	24
61 to 90 days	106	89	17
91 to 180 days	210	169	41
181 to 365 days	78	56	22
366 to 730 days (1-2 Yrs)	21	18	3
731 to 1,095 days (2-3 Yrs)	3	0	3
1,096 to 1,460 days (3-4 Yrs)	0	0	0
1,461 to 1,825 days (4-5 Yrs)	0	0	0
More than 1,825 days (> 5 Yrs)	0	0	0
Data Not Collected	0	0	0
Total	977	808	169

**Q22c: Length of Time between Project Start Date and Housing Move-in Date**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	35	5	30	0	0
8 to 14 days	10	1	9	0	0
15 to 21 days	1	1	0	0	0
22 to 30 days	0	0	0	0	0
31 to 60 days	0	0	0	0	0
61 to 180 days	3	3	0	0	0
181 to 365 days	0	0	0	0	0
366 to 730 days (1-2 Yrs)	0	0	0	0	0
Total (persons moved into housing)	49	10	39	0	0
Average length of time to housing	6.90	22.60	3.18	--	--
Persons who were exited without move-in	12	0	12	0	0
Total persons	61	10	51	0	0

**Q22d: Length of Participation by Household Type**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	227	188	39	0	0
8 to 14 days	68	47	21	0	0
15 to 21 days	54	39	15	0	0
22 to 30 days	63	32	31	0	0
31 to 60 days	147	67	80	0	0
61 to 90 days	106	52	54	0	0
91 to 180 days	210	77	133	0	0
181 to 365 days	78	38	40	0	0
366 to 730 days (1-2 Yrs)	21	7	14	0	0
731 to 1,095 days (2-3 Yrs)	3	0	3	0	0
1,096 to 1,460 days (3-4 Yrs)	0	0	0	0	0
1,461 to 1,825 days (4-5 Yrs)	0	0	0	0	0
More than 1,825 days (> 5 Yrs)	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	977	547	430	0	0



## Q22: Length of Time Prior to Housing - based on 3.917 Date Homelessness Started

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	255	102	153	0	0
8 to 14 days	59	32	27	0	0
15 to 21 days	29	16	13	0	0
22 to 30 days	42	18	24	0	0
31 to 60 days	85	48	37	0	0
61 to 180 days	216	115	101	0	0
181 to 365 days	90	69	21	0	0
366 to 730 days (1-2 Yrs)	92	64	28	0	0
731 days or more	86	81	5	0	0
Total (persons moved into housing)	954	545	409	0	0
Not yet moved into housing	13	1	12	0	0
Data not collected	10	1	9	0	0
Total persons	977	547	430	0	0

## Q23: Exit Destination - All persons

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
<b>Permanent Destinations</b>	0	0	0	0	0
Moved from one HOPWA funded project to HOPWA PH	0	0	0	0	0
Owned by client, no ongoing housing subsidy	2	0	2	0	0
Owned by client, with ongoing housing subsidy	2	0	2	0	0
Rental by client, no ongoing housing subsidy	100	32	68	0	0
Rental by client, with VASH housing subsidy	2	2	0	0	0
Rental by client, with GPD TIP housing subsidy	0	0	0	0	0
Rental by client, with other ongoing housing subsidy	19	3	16	0	0
Permanent housing (other than RRH) for formerly homeless persons	9	6	3	0	0
Staying or living with family, permanent tenure	72	28	44	0	0
Staying or living with friends, permanent tenure	15	9	6	0	0
Rental by client, with RRH or equivalent subsidy	125	34	91	0	0
Rental by client, with HCV voucher (tenant or project based)	13	0	13	0	0
Rental by client in a public housing unit	0	0	0	0	0
<b>Subtotal</b>	359	114	245	0	0
<b>Temporary Destinations</b>	0	0	0	0	0
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	64	42	22	0	0
Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
Transitional housing for homeless persons (including homeless youth)	14	1	13	0	0
Staying or living with family, temporary tenure (e.g. room, apartment or house)	50	12	38	0	0
Staying or living with friends, temporary tenure (e.g. room, apartment or house)	27	11	16	0	0
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)	266	266	0	0	0
Safe Haven	0	0	0	0	0
Hotel or motel paid for without emergency shelter voucher	12	12	0	0	0
Host Home (non-crisis)	0	0	0	0	0
<b>Subtotal</b>	433	344	89	0	0
<b>Institutional Settings</b>	0	0	0	0	0
Foster care home or group foster care home	1	1	0	0	0
Psychiatric hospital or other psychiatric facility	2	2	0	0	0
Substance abuse treatment facility or detox center	1	1	0	0	0
Hospital or other residential non-psychiatric medical facility	4	4	0	0	0
Jail, prison, or juvenile detention facility	6	3	3	0	0
Long-term care facility or nursing home	1	1	0	0	0
<b>Subtotal</b>	15	12	3	0	0
<b>Other Destinations</b>	0	0	0	0	0
Residential project or halfway house with no homeless criteria	0	0	0	0	0
Deceased	1	1	0	0	0
Other	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected (no exit interview completed)	0	0	0	0	0
<b>Subtotal</b>	1	1	0	0	0
<b>Total</b>	808	471	337	0	0
Total persons exiting to positive housing destinations	359	114	245	0	0
Total persons whose destinations excluded them from the calculation	7	7	0	0	0
Percentage	44.82 %	24.57 %	72.70 %	--	--

**Q24: Homelessness Prevention Housing Assessment at Exit**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Able to maintain the housing they had at project start--Without a subsidy	0	0	0	0	0
Able to maintain the housing they had at project start--With the subsidy they had at project start	0	0	0	0	0
Able to maintain the housing they had at project start--With an on-going subsidy acquired since project start	0	0	0	0	0
Able to maintain the housing they had at project start--Only with financial assistance other than a subsidy	0	0	0	0	0
Moved to new housing unit--With on-going subsidy	0	0	0	0	0
Moved to new housing unit--Without an on-going subsidy	0	0	0	0	0
Moved in with family/friends on a temporary basis	0	0	0	0	0
Moved in with family/friends on a permanent basis	0	0	0	0	0
Moved to a transitional or temporary housing facility or program	0	0	0	0	0
Client became homeless - moving to a shelter or other place unfit for human habitation	0	0	0	0	0
Client went to jail/prison	0	0	0	0	0
Client died	0	0	0	0	0
Client doesn't know/Client refused	0	0	0	0	0
Data not collected (no exit interview completed)	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Q25a: Number of Veterans**

	Total	Without Children	With Children and Adults	Unknown Household Type
Chronically Homeless Veteran	5	5	0	0
Non-Chronically Homeless Veteran	45	39	6	0
Not a Veteran	665	503	162	0
Client Doesn't Know/Client Refused	0	0	0	0
Data Not Collected	0	0	0	0
<b>Total</b>	<b>715</b>	<b>547</b>	<b>168</b>	<b>0</b>

**Q26b: Number of Chronically Homeless Persons by Household**

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Chronically Homeless	117	105	12	0	0
Not Chronically Homeless	860	442	418	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	0	0	0	0	0
<b>Total</b>	<b>977</b>	<b>547</b>	<b>430</b>	<b>0</b>	<b>0</b>

# *Fair Housing Testing Report*

FAIR HOUSING MANAGEMENT CONSULTANTS

# PRINCE WILLIAM COUNTY

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## FAIR HOUSING RENTAL TESTING REPORT

June 30, 2020



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## Prince William County Human Rights Commission

The Human Rights Commission consists of nine at-large members appointed by the Board of County Supervisors (BOCS). Commissioners advise the BOCS on issues pertaining to human and civil rights enforcement and concerns that arise in the community.

### Human Rights Commission

Curtis O. Porter, Chair

Ramunda Young, Vice Chair

Dr. Susan Holly, Parliamentarian

Mohammad Usman, Commissioner

William A. Johnston, III, Commissioner

Tonya James, Commissioner

Dr. Erika Laos, Commissioner

Evelyn BruMar, Commissioner

LaTonsha "LT" Pridgen, Commissioner

### Human Rights Staff

Raul Torres, Executive Director

Shelia Venning, Manager

Crystal Athan, Admin Support

## INTRODUCTION

Fair Housing Management Consultants (“FHMC”) entered into a contract with the Northern Virginia Regional Commission on October 9, 2019, to provide testing services to Prince William County. The testing services are outlined in the Project Work Plan of the contract. Sixty (60) rental tests were conducted in accordance with that contract at apartment complexes located in the western part of Prince William County. Oversight of the testing project was maintained by the staff of the Human Right Commission (“Staff”). Appendix A sets forth the testing sites. However, the test sites outlined in Appendix A are not listed in the actual order in which they were tested.

## THE COUNTY’S ROLE IN CHALLENGING HOUSING BIAS

The legal authority for a local government’s role in challenging discriminatory housing practices was established by the United States Supreme Court’s decision in *Gladstone Realtors v. Village of Bellwood*, 441 U.S. 91 (1979). This decision affirmed that a local government has the standing to challenge racially discriminatory housing practices under Title VIII of the Civil Rights Act of 1968, the Fair Housing Act.

## FAIR HOUSING TESTING

Tester corroboration has become an accepted investigative tool used by administrative agencies at all levels to enforce fair housing laws. In 1982, the United States Supreme Court stated that, under certain circumstances, testers have the right to sue under the federal Fair Housing Act. *Havens Realty Corp. v. Coleman*, 455 U.S. 363 (1982).



Testing is a method to determine whether or not a home seeker is treated differently in his or her search for housing. A person's race, for example, would be an impermissible factor in denying an opportunity to rent an apartment. Testers in housing discrimination cases have been defined as "individuals who, without an intent to rent or purchase a home or apartment, pose as renters or purchasers to collect evidence of unlawful discriminatory housing practices." *Havens Realty Corp. v. Coleman*, 455 U.S. 363, 373 (1982). The experiences of testers are used to compare the treatment of one home seeker (protected class) to another (non-protected class). In this context, testing measures the difference in treatment afforded a home seeker as determined by the information and services provided by property management firms, rental agents, and others.

### **FEDERAL, STATE AND COUNTY FAIR HOUSING LAWS**

The federal Fair Housing Act outlaws discrimination in renting or purchasing a home or financing a home mortgage based on race, color, religion, national origin, and sex. The federal law was amended in 1988 to include familial status and handicap as protected classes.

The Virginia Fair Housing Law mirrors the federal law and contains the additional protected classes of elderliness, sexual orientation, gender identity, source of funds, and status as a veteran. The United States Department of Housing and Urban Development ("HUD") is authorized to review local and state fair housing laws to decide whether these laws contain rights and remedies for alleged discriminatory housing practices that are substantially equivalent to those provided in the federal law. Once a local or state enforcement agency has been certified, HUD will refer complaints of housing discrimination to the certified agency for investigation and resolution. HUD has decided that the Virginia Fair Housing Law is substantially equivalent to the federal law.

The Prince William County fair housing ordinance contains the additional protected classes of age and marital status. The County ordinance does not provide the same remedial relief as provided under both the federal and state Fair Housing Laws.

### **LEGAL PRECEDENTS ESTABLISHING HOUSING BIAS**

The courts have established two ways of proving housing discrimination. Discriminatory housing practices are defined below.

- \* Disparate (Unequal) Treatment - Evidence of disparate treatment occurs when a housing provider treats home seekers differently, for example, on the basis of their race. Fair housing testing is designed to uncover disparate treatment. This is the most common evidence uncovered by fair housing testing.
  
- \* Adverse Impact - Evidence of adverse impact occurs when housing providers have policies, practices, or procedures that, for example, disproportionately limit the ability of protected class members to obtain housing. If the effect of such a policy, practice, or procedure adversely impacts members of a protected class, it would violate the fair housing laws.

### **DEVELOPMENT OF A COUNTY-WIDE TESTING EFFORT**

A total of sixty rental tests were conducted at apartment complexes located in the western part of Prince William County, which included the Brentsville, Coles, and Gainesville Magistrate Districts. Thirty (30) tests were conducted at apartment complexes based on race (Black/White testers), and thirty (30) tests were conducted at

apartment complexes based on national origin (Hispanic/White testers). The breakdown per Magistrate District is as follows: Brentsville Magistrate District - 7 Race and 7 National Origin tests (14 total tests); Coles Magistrate District 6 Race and 6 National Origin tests (12 total tests); and Gainesville Magistrate District – 16 Race and 16 National Origin tests (32 total tests). Two additional tests were conducted as re-tests (1 race re-test and 1 national origin re-test).

All of the apartment complexes tested contained over 100 units. There was an aggregate of 23,680 units for all the apartment complexes tested.

A master testing schedule was developed, a tester pool was established, and training was undertaken on June 8, 2020. Testing began on June 9 and concluded on June 22, 2020. The testing results are discussed in the Analysis section of this report.

#### **Testing Site and Characteristics Assignments**

As previously discussed, the purpose of testing in the Prince William County testing project was to determine how Black and Hispanic testers were treated at apartment complexes located in the County. This is done by pairing two testers who are matched as equally as possible except for the material factors of race and national origin. The characteristics that relate to the rental qualification processes were matched as closely as practical for each tester. This included matching, for example, the income, employment background, and prior housing history of the testers.

It is important to minimize, as much as possible, variables that are extraneous to what is being tested (differences in treatment based on race and national origin). Generally, testers must assume characteristics other than their own. Testers are playing a role during the test.

**The Site Visitation Assignment Form**

Site Visitation Assignment Forms were developed for each of the 60 tests. This form indicates the type of housing that the tester is looking for (two-bedroom apartment and the move-in date, for example). The form also indicates the tester characteristics that are required for the completion of the test, for example, income and prior housing history. Slightly superior qualifications were assigned to the protected class testers (Black and Hispanic testers) to assist in determining whether differences were the result of the tester's status as a member of a protected class. Personal characteristics, for example, the sex and marital status of the testers were also matched.

The testers were sent to the same apartment complex on the same day, usually 1 to 2 hours apart. Generally, the testers were instructed to have the protected class tester visit the rental office first followed after that by their teammate. The tester teams were assigned to express interest in renting the same type of apartment and move-in date. In the race and national origin tests, both members of the tester teams posed as being married with no children and stated that they were looking for a two-bedroom apartment for July 1, 2020.

**Tester Training**

All testers were required to attend a training session. FHMC conducted training sessions on June 8, 2020. Pretest training serves to enhance the credibility of the testing process and diminish the likelihood of deviation from controlled factors. Testers are oriented as to what is expected of them when conducting a test. Tester training included instruction in the following areas: (a) brief discussion of federal, state, and local fair housing laws; (b) what testing is; (c) playing the role of a tester; (d) conducting the test and (e) the debriefing process. These, of course, were not the only components of the training but were critical to the process of preparing the testers.

The training also provided an opportunity to familiarize the testers with all of the testing forms thoroughly. The training also emphasized the importance of timeliness in the completion of the forms to ensure the validity of the testing process.

**Debriefing Process**

The testers were generally debriefed each day after completing their assigned tests by the contractor, FHMC. The debriefing interview is a mechanism to ensure that the testing experience is being reported accurately and objectively. During the debriefing interview, FHMC carefully reviewed the Tester Report Form with each tester. Particular attention was given to the narrative portion of the form. The testers make any corrections and additions to the report form during the debriefing session. Each member of the tester team was debriefed separately. Debriefing each tester separately maintains the confidentiality and objectivity of the testing results.

**ANALYSIS OF TEST RESULTS**

Each test was analyzed individually to ascertain if there were any differences in treatment accorded, for example, to the Hispanic and White members of the tester team. The tester teams were assembled based on the protected class sought to be tested along with a visibly matched team apparent to the housing provider upon meeting each team member. Because the nature of housing discrimination is often subtle, care was given to ensure that the matching tester teams looked to the provider as the same in every material way except for the protected-class status being tested, race, and national origin.

Rather than categorizing one aspect of the test as showing a difference in treatment, the tests were analyzed as a whole to put the totality of treatment afforded to each tester in context. By doing so, the variables looked for would be clear and, if no variation in treatment existed, such conclusions would be equally clear.

It is important to note that, because the rental tests did not include having the testers complete a rental application or participate in the subsequent qualification process at any of the apartment complexes tested, the tests could only measure the initial contact the testers experienced in the leasing office. The tests were designed to

measure differences in treatment based on the availability of a two-bedroom apartment unit requested by the testers and the corresponding treatment concerning the issue of availability received by the testers. Thus, while this aspect of testing is critical in understanding how persons are treated at the initial stage of home seeking, it cannot tell the complete story of how individuals are processed and what their ultimate treatment will be. Notwithstanding, experience dictates that the initial contact with and treatment by a housing provider are often where most problems arise when it comes to housing bias. Thus, initial experiences in ascertaining availability remain important factors in determining if housing bias is practiced.

### **Review of the Test Results**

A review of the rental tests in the most recent battery of testing showed that there were differences in treatment found in two tests, one test based on race and one test based on national origin. Re-tests were conducted at the two apartment complexes where issues were found to determine if there were any subsequent problems. There were no differences in treatment found in either the race or national origin re-tests. The testing results are reviewed below.

### **Test #10 Race Test**

This test was conducted on June 10, 2020. Both the Black and White testers requested a two-bedroom apartment for July 1, 2020. Both testers spoke to the same leasing agent. Both testers inquired about rent specials.

The Black tester indicated that she was looking for a two-bedroom apartment for July 1, 2020. The agent told the tester that a two-bedroom apartment would be available for the move-in date requested (July 1) and that the rent was \$1545/month. The agent told the tester that there were no rent specials available upon inquiry by the tester.

The White tester was told that a two-bedroom apartment would be available on July 1 (move-in date requested) and that the rent was \$1545/month. The tester inquired about a rent special and was told that if the apartment unit was rented within 24 hours that the application fee would be waived and that the security deposit fee would be reduced by 50%.

Both testers were offered a virtual tour of the apartment unit. Both testers were told that all information (floor plans, etc.) is available online, and both testers were asked to call back.

This site was re-tested because the Black tester was not told about the rent special after inquiring about it.

#### **Re-test #10 (Test #60)**

The re-test was conducted on June 16, 2020. Both testers spoke to the same leasing agent. The leasing agent was not involved in the original test. Both testers were told that an apartment unit would be available on July 1, 2020 (move-in date requested). Both testers were told about the same rent special (if the apartment is rented within 24 hours, the security deposit fee would be reduced by 50%). The agent offered to show the apartment virtually to both testers. Both testers were told the same information about the lease and income requirements. Both testers were told that all information (floor plans, etc.) is available online, and both were asked to call back.

The re-test showed no differences in treatment.

#### **Test #38 (National Origin Test)**

This test was conducted on June 10, 2020. Both the Hispanic and White testers requested a two-bedroom apartment for July 1, 2020. Both testers spoke to the same leasing agent. Both testers inquired about rent specials.

The Hispanic tester indicated that she was looking for a two-bedroom apartment for July 1, 2020. The agent told the tester that a two-bedroom apartment would be available on July 15. The agent told the tester that the rent was \$1562/month and that the lease was for one year. The tester asked about rent specials, and the agent told the tester that there were no rent specials. The agent told the tester that the security deposit was \$500 and that the maximum yearly income requirement was \$58,000 (tax credit apartment building).

The White tester was told that a two-bedroom apartment would be available on July 1, 2020 (move-in date requested). The tester asked the agent about rent specials and was told there was a rent special. The rent special offered by the agent was a \$500 gift card if the tester moved into the apartment by the end of June. The agent told the tester the same information about the security deposit and maximum yearly income requirement.

This site was re-tested because the Hispanic tester was not told that an apartment would be available on July 1, and the White tester was told about an available apartment on this date. Also, the Hispanic tester was not told about the rent special.

#### **Re-test #38(Test #58)**

The re-test was conducted on June 22, 2020. The testers spoke to the same leasing agent involved in the original test. Both testers were told that a two-bedroom apartment would be available on July 1, 2020 (move-in date requested in the initial test and the re-test). Both testers were told about the same rent special that the White tester was told about in the original test (\$500 gift card for apartments rented by the end of June). Both testers were told that the rent was \$1562/month and the maximum yearly income requirement. Both testers were told that all information (floor plans, etc.) is available online. The re-test showed no differences in treatment.



**APPENDIX A**

**APARTMENT COMPLEXES TESTED IN PRINCE WILLIAM COUNTY**

**(Sites are not listed in the order that they were tested)**

**List of Apartment Complexes**

The Point @Manassas	Sunnygate Village Apartments
Barrington Apartments	Orchard Bridge Apartments
Soldiers Ridge Apartments	The Elms at Signal Hill Station
Ravens Crest Apartments	Maplewood Park Apartments
Westgate Apartments	Somerset Point Apartments
Orchard Glen Apartments	Ashton Glen Apartments
Coverstone I	Masons Keepe Apartments
Amberton Apartments	
Coverstone IV	
The Fields of Manassas	
TGM Sudley Crossing	
Marque @Heritage Hunt	
Assembly Manassas	
Woodburn Apartments	
Somerhill Farm Town Apartments	
TGM Ridge	
Arcadia Run	
Abberly Avera Apartments	
The Regency	

*This project was made possible by a generous grant from the  
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Prince William County Office of Housing and Community Development*





**Prince William Area  
Consolidated Plan Performance Report for  
FFY2019 (FY20)  
&  
Citizen Input Annual Action Plan FY2022**

**Public Information Meeting**

Public Information Meetings will be held to receive comments on the Prince William Area FY2020 (FFY19) Consolidated Annual Performance and Evaluation Report (CAPER) and to solicit input from citizens on the development of the Annual Action Plan FY2022.

**Join by phone on November 10, 2020 at 1:00PM by calling  
1.202.860.2110 United States Toll (Washington D.C.)  
Access code: 1727395613**

Copies of the FY20 CAPER will be made available for review on or about **November 4<sup>th</sup>, 2020** at the Prince William County Library branches (Potomac, Chinn, Bull Run, Montclair and Haymarket/Gainesville), Manassas City (Community Development), Manassas Park (Office of Planning), Sudley North Government Center (Dept. of Social Services), McCoart Complex (Information Desk) and Dr. A. J. Ferlazzo Building (Office of Housing and Community Development). In addition, the document can also be accessed through the internet at [www.pwcgov.org/housing](http://www.pwcgov.org/housing)

Non-English-speaking residents and citizens with speech, sight, or hearing impairments who wish to review documents or comment at the public meetings contact the Prince William County Office of Housing & Community Development 5 days in advance at 703-792-7531 or TDD 703-792-6444. Each request will be considered individually according to the type of assistance required, availability of resources, and financial ability of the County to provide accommodations.

Written comments on the FY20 CAPER or input into Annual Action Plan FY2022 may be submitted for the record **until 5:00 p.m. November 19, 2020**. Written comments should be addressed to the attention of: Joan S. Duckett, Assistant Director of Housing & Community Development, Office of Housing and Community Development, Dr. A. J. Ferlazzo Building, 15941 Donald Curtis Drive, Suite 112, Woodbridge, VA 22191-4291 or you can e-mail your comments to [jduckett@pwcgov.org](mailto:jduckett@pwcgov.org).

