



Who?
What?
When?
Where?

WHY?

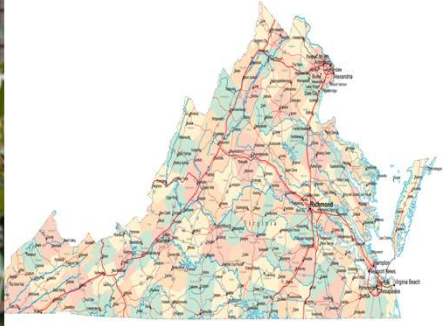
Making an Impact - Knowing your WHY
2024 PAAO Grant Management Workshop



Reporting Your WHY

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*DHCD is committed to creating safe, affordable and prosperous communities to live, work and do business
in Virginia*



Local governments receiving CDBG funds must submit two annual performance and evaluation reports VIA



**Consolidated Annual Performance Evaluation Report
2020-2021**

Program Year: July 1, 2020 – June 30, 2021

CAPER

OMB Control No: 2506-0117 (exp. 09/30/2021)

CAPER

1

WHERE IS THE WHY TOLD?



CAMS

DHCD's internal system of data/reporting collection

*** Integrated Disbursement & Information System (IDIS) ***

Remittances	Project Budgets	Reports
Organizations	Projects	Applications
Prog/Subprograms	Compliance	Shortcuts

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
Community Development Systems
Integrated Disbursement & Information System (IDIS)

User: B63062
Role: Grantee
Organization: VIRGINIA

Plans/Projects/Activities | Funding/Drawdown | Grant 1 | Grantee/PJ | Reports

You have 16 CDBG and 2 HOME activities that have been flagged. Click on the number to go to the review page.

Activity

Search Activities

Search Criteria

Program:

Activity Name:

Program Year:

IDIS Project ID:

IDIS Activity ID:

Grantee/PJ Activity ID:

Status:

Activity Owner:

Search | Reset

Consolidated Annual Performance Evaluation Report

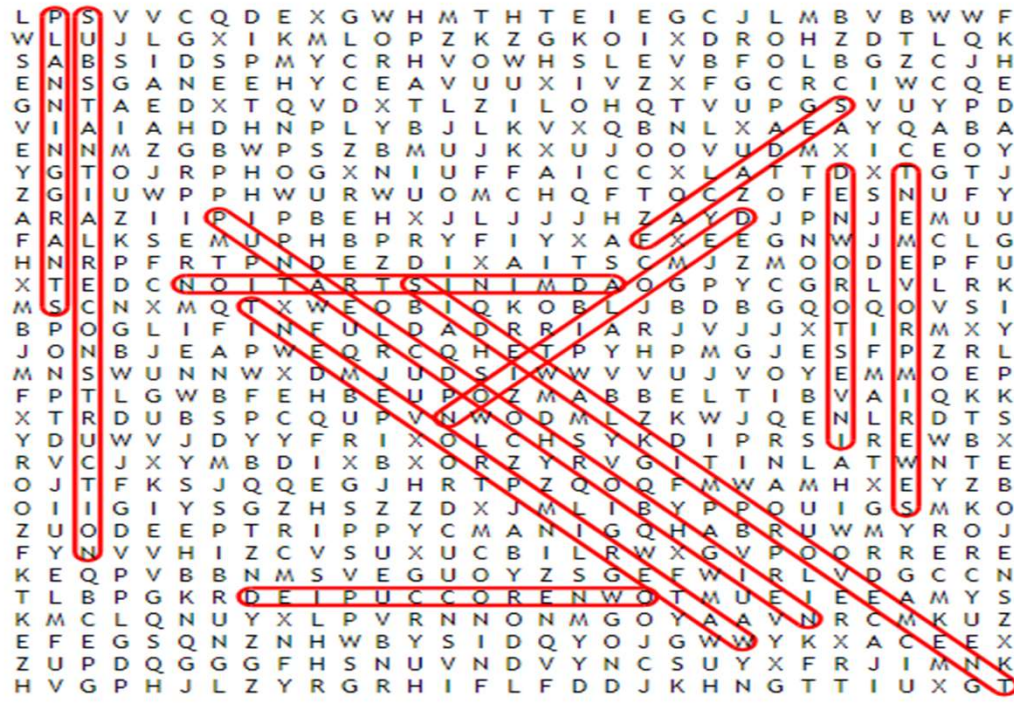
Utilities

Links



- ❑ Providing Housing Stability to the Disadvantaged
- ❑ Improve People's Live
- ❑ Make Informed Decisions
- ❑ Effective Quality Monitoring
- ❑ Get the Results We want
- ❑ Find Solutions to Problems
- ❑ Back up arguments
- ❑ De-mystify
- ❑ Increase Efficiency
- ❑ Illustrates the strengths/weaknesses
- ❑ Establish Baselines and Benchmarks
- ❑ Make the most of the Funding
- ❑ **TELLS THE STORY/BUILDS THE NARRATIVE**

Activities



Planning Grants

Neighborhood Cleanup

Substantial Reconstruction

Administration

Facades

Demolition

Sidewalk Improvement

Sewer Improvement

Water Improvement

Owner Occupied

Investor Owned



COLLECTION

DATA

NARRATIVES

Narrative
Writing
tells a
story.



Accomplishment Narrative: (maximum 4000 characters)

Annual Report 7/1/22 to 6/30/23: One substantial reconstruction completed in May 2021. One substantial reconstruction has been completed in this reporting period and one is under contract/construction. Delays due to COVID 19 (material delays, increased costs, etc.), finishing an estate, and lack of contractors.



BENEFICIARY INFORMATION



Accomplishment

Accomplishment Type	Proposed Units	Actual Units
10 - Housing Units		

Direct Benefit Data by Households

Race/Ethnicity

Race	Owner		Renter		Total Households	
	Total	Hispanic/Latino	Total	Hispanic/Latino	Total	Hispanic/Latino
Black/African American			3		3	0
Totals	0	0	3	0	3	0
Female-Headed Households					0	

Income Levels

	Owner	Renter	Total
Extremely Low		2	2
Low			0
Moderate		1	1
Non-Low/Moderate			0
Totals	0	3	3
Percent Low/Mod	0 %	100.0 %	100.0 %

BENEFICIARY INFORMATION



Lead Paint

*Applicable Lead Paint Requirement:

	# Units
Housing constructed before 1978	<input type="text" value="3"/>
Exempt: housing constructed 1978 or later ⓘ	<input type="text"/>
Exempt: No paint disturbed	<input type="text"/>
Otherwise exempt ⓘ	<input type="text"/>
Total	<input type="text" value="3"/>

*Lead Hazard Remediation Actions: (For rehabilitation only)

	# Units
Lead Safe Work Practices (24 CFR 35.930(b)) (Hard costs <= \$5,000)	<input type="text" value="3"/>
Interim Controls or Standard Practices (24 CFR 35.930(c)) (Hard costs \$5,000 - \$25,000)	<input type="text"/>
Abatement (24 CFR 35.930(d)) (Hard costs > \$25,000)	<input type="text"/>
Total	<input type="text" value="3"/>

BENEFICIARY INFORMATION



*Section 3

		Calculated Percentage	Safe Harbor Benchmark Met
Total Labor Hours	7680.00		
Section 3 Worker Hours ⓘ	0.00	0.00	No
Targeted Section 3 Worker Hours ⓘ	0.00	0.00	No

Nature of Agency Efforts

This section is required if, based on the labor hours reporting above, the reporting agency did not meet the safe harbor benchmarks.

Check all that apply. Maintain records available for HUD review to document any efforts checked.

- Outreach efforts to generate job applicants who are Public Housing Targeted Workers
- Outreach efforts to generate job applicants who are Other Funding Targeted Workers.
- Direct, on-the job training (including apprenticeships).
- Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.
- Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).
- Outreach efforts to identify and secure bids from Section 3 business concerns.

BENEFICIARY INFORMATION



Rehabilitation of Rental Units

Total Rental Units:

3

Of the Total Rental Units, Number of:

	Number of Units
Affordable Units	3
Section 504 Accessible Units	
Brought from Substandard to Standard Condition (HQS or Local Code)	3
Units Qualified as Energy Star	
Brought into Compliance with Lead Safety Rules (24 CFR Part 35)	3
Units Created Through Conversion of Non-Residential to Residential Buildings	

Of the Total Affordable Units, Number of:

	Number of Units
Units Occupied by Elderly	2
Years of Affordability Guaranteed	10
Units Subsidized with Project-Based Rental Assistance by Another Federal, State or Local Program	
Units Designated for Persons with HIV/AIDS Including Units Receiving Assistance for Operations	
Of Units Designated for Persons with HIV/AIDS, Number Specifically for Chronically Homeless	
Permanent Housing Units Designated for Homeless Persons and Families, Including Units Receiving Assistance for Operations	
Of Permanent Housing Units Designated for Homeless, Number for the Chronically Homeless	

BENEFICIARY INFORMATION



Jobs

*** Job Creation/Retention**

	Total Job Count		Total Weekly Hours		Percent
	Full Time	Full Time Low/Mod	Part Time (tip)	Part Time Low/Mod (tip)	Low/Mod Jobs
Actually Created	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/> %
Actually Retained	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/> %

Actual FTE Jobs: (tip)

|
 |

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Contract and Subcontract Activity

U.S. Department of Housing and Urban Development

OMB Approval No.: 2535-0117 (exp. 12/31/2006)

Public Reporting Burden for this collection of information is estimated to average .50 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This information is voluntary. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB Control Number.

Executive Order 12421 dated July 14, 1983, directs the Minority Business Development Plans shall be developed by each Federal Agency and that these annual plans shall establish minority business development objectives. The information is used by HUD to monitor and evaluate MBE activities against the total program activity and the designated minority business enterprise (MBE) goals. The Department requires the information to provide guidance and oversight for programs for the development of minority business enterprise concerning Minority Business Development. If the information is not collected HUD would not be able to establish meaningful MBE goals nor evaluate MBE performance against these goals. While no assurances of confidentiality is pledged to respondents, HUD generally discloses this data only in response to a Freedom of Information request.

Privacy Act Notice - The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, United States Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. It will not be disclosed or released outside the United States Department of Housing and Urban Development without your consent, except as required or permitted by law.

1. Grantee/Project Owner/Developer/Sponsor/Builder/Agency Check if:
PHA
IHA 2. Location (City, State, ZIP Code)

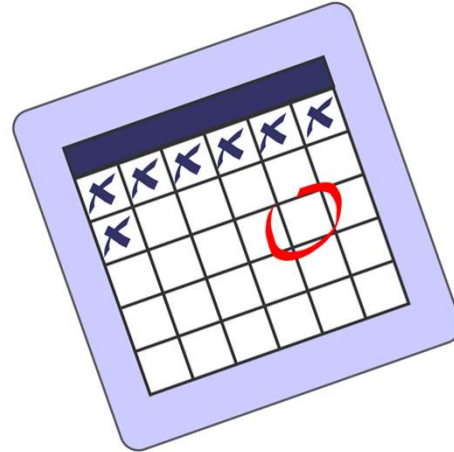
3a. Name of Contact Person 4. Reporting Period
 Oct. 1 - Sept. 30 (Annual-FY) 5. Program Code (Not applicable for CPD programs.)
See explanation of codes at bottom of page. 6. Date Submitted to Field Office
Use a separate sheet for each program code.

Grant/Project Number or HUD Case Number or other identification of property, subdivision, dwelling unit, etc. 7a.	Amount of Contract or Subcontract 7b.	Type of Trade Code (See below) 7c.	Contractor or Subcontractor Business Racial/Ethnic Code (See below) 7d.	Woman Owned Business (Yes or No) 7e.	Prime Contractor Identification (ID) Number 7f.	Sec. 3 7g.	Subcontractor Identification (ID) Number 7h.	Sec. 3 7i.	Contractor/Subcontractor Name and Address 7j.					
									Name	Street	City	State	Zip Code	

- | | | | |
|--|--|---|--|
| <p>CPD:
1 = New Construction
2 = Education/Training
3 = Other</p> | <p>7c: Type of Trade Codes:
Housing/Public Housing:
1 = New Construction
2 = Substantial Rehab.
3 = Repair
4 = Service
5 = Project Mangt.
6 = Professional
7 = Tenant Services
8 = Education/Training
9 = Arch./Engrg. Appraisal
0 = Other</p> | <p>7d: Racial/Ethnic Codes:
1 = White Americans
2 = Black Americans
3 = Native Americans
4 = Hispanic Americans
5 = Asian/Pacific Americans
6 = Hasidic Jews</p> | <p>5: Program Codes (Complete for Housing and Public and Indian Housing programs only):
1 = All insured, including Section 8
2 = Flexible Subsidy
3 = Section 8 Noninsured, Non-HFDA
4 = Insured (Management)
5 = Section 202
6 = HUD-Held (Management)
7 = Public/Indian Housing</p> |
|--|--|---|--|

Previous editions are obsolete. form HUD-2516 (8/98)

WHEN DO I TELL MY STORY



- ANNUAL REPORTS **DUE: JULY 8, 2024**
- CLOSE OUT REPORTS **DUE: At the conclusion of the project**
- HUD 2516 (Contract & Subcontract Activity Report) **DUE: October 3, 2024**



Questions?

(please post in the chat)

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BREAK



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