

## Grantee State

**In which state is the grantee located?** California, California  
**(for multiple state selections hold CTRL+Key)**

## Grantee Information

**Grantee Name** Sacramento  
**Name of Organization or Department Administering Funds** Sacramento Housing and Redevelopment Agency  
**Organizational DUNS#** 139400209  
**Grant Number** S09-MY-06-0003  
**Grant Amount** \$2,375,126  
**Identify the Field Office** San Francisco  
**Identify CoC(s) in which the grantee and/or subgrantee(s) will provide HPRP assistance.** CA-503 - Sacramento City & County CoC

### HPRP Contact Name

**Prefix** Ms.  
**First Name** Cindy  
**Middle Name**  
**Last Name** Cavanaugh  
**Suffix**  
**Title** Assistant Director

### HPRP Contact Address

**Street Address 1** 600 I Street  
**Street Address 2** Suite 250  
**City** Sacramento  
**State** California  
**ZIP Code** 95814

**Phone Number** 916-440-1317  
**Format: 123-456-7890**

**Extension**

**Fax Number**  
**Format: 123-456-7890**

**Email Address** ccavanaugh@shra.org  
**Confirm Email Address** ccavanaugh@shra.org

## Report Period and Status

**Select the Reporting Period for this Performance Report** 07/01/09 - 09/30/09

**Indicate Report Type** QPR

**Indicate Performance Report Status** Preliminary

## Persons and Households Served

**Instructions:**

In the first row ("Total Served"), enter the total unduplicated number of persons and households served with HPRP Homelessness Prevention Assistance and HPRP Homeless Assistance (Rapid Re-Housing) in the current quarter and for the grant to date. In the rows under "Total Served by Activity (#)," enter the number of persons and households served with each type of assistance.

### Total Served

Homelessness Prevention  
 Homeless Assistance  
 TOTAL

Total Served	Persons		Hshlds		Persons		Hshlds		Persons		Hshlds	
	Quarter	Grant to Date	Quarter	Grant to Date	Quarter	Grant to Date	Quarter	Grant to Date	Quarter	Grant to Date	Quarter	Grant to Date
Total Served	0	0	0	0	0	0	0	0	0	0	0	0

### Total Served by Activity (#)

Homelessness Prevention  
 Homeless Assistance  
 TOTAL

Activities	Persons		Hshlds		Persons		Hshlds		Persons		Hshlds	
	Quarter	Grant to Date	Quarter	Grant to Date	Quarter	Grant to Date	Quarter	Grant to Date	Quarter	Grant to Date	Quarter	Grant to Date

Financial Assistance	Persons	Hshlds	Persons	Hshlds
Rental assistance	0	0	0	0
Security and utility deposits	0	0	0	0
Utility payments	0	0	0	0
Moving cost assistance	0	0	0	0
Motel & hotel vouchers	0	0	0	0
<b>Total-Financial Assistance</b>	0	0	0	0

<b>Housing Relocation &amp; Stabilization Services</b>												
<b>Case management</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>Outreach and engagement</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>Housing search and placement</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>Legal services</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>Credit repair</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total-Housing Relocation &amp; Stabilization Services</b>	0	0	0	0	0	0	0	0	0	0	0	0

## Housing Outcomes of Persons Served with Homelessness Prevention Assistance

**In the cells below, enter the number of persons who resided in each of the destinations provided after HPRP Homelessness Prevention Assistance ended, in the current quarter and the total for the grant to date.**

### Housing Outcomes (All Leavers Only)

Enter the number of persons who resided in each of the destinations provided after HPRP Homelessness Prevention Assistance ended, in the current quarter and the total for the grant to date.

Destination	Quarter			Grant to Date		
	Persons	%	% of Total	Persons	%	% of Total
<b>Permanent Destinations</b>						
Permanent supportive housing for formerly homeless persons (such as SHP, S+C, or SRO Mod Rehab)	0	0.00%	0.00%	0	0.00%	0.00%
Rental by client, no housing subsidy	0	0.00%	0.00%	0	0.00%	0.00%
Rental by client, VASH housing subsidy	0	0.00%	0.00%	0	0.00%	0.00%
Rental by client, other (non-VASH) housing subsidy	0	0.00%	0.00%	0	0.00%	0.00%
Owned by client, no housing subsidy	0	0.00%	0.00%	0	0.00%	0.00%
Owned by client, with housing subsidy	0	0.00%	0.00%	0	0.00%	0.00%
Staying or living with family, permanent tenure	0	0.00%	0.00%	0	0.00%	0.00%
Staying or living with friend, permanent tenure	0	0.00%	0.00%	0	0.00%	0.00%
<b>Total Persons Leaving for Permanent Destinations</b>	<b>0</b>	<b>100.00%</b>	<b>0.00%</b>	<b>0</b>	<b>100.00%</b>	<b>0.00%</b>
<b>Temporary Destinations</b>						
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	0	0.00%	0.00%	0	0.00%	0.00%
Transitional housing for homeless persons (including homeless youth)	0	0.00%	0.00%	0	0.00%	0.00%
Staying or living with family, temporary tenure	0	0.00%	0.00%	0	0.00%	0.00%
Staying or living with friend, temporary tenure	0	0.00%	0.00%	0	0.00%	0.00%
Hotel or motel paid for without emergency shelter voucher	0	0.00%	0.00%	0	0.00%	0.00%
Place not meant for human habitation	0	0.00%	0.00%	0	0.00%	0.00%
Safe Haven	0	0.00%	0.00%	0	0.00%	0.00%
<b>Total Persons Leaving for Temporary Destinations</b>	<b>0</b>	<b>100.00%</b>	<b>0.00%</b>	<b>0</b>	<b>100.00%</b>	<b>0.00%</b>
<b>Institutional Destinations</b>						

Psychiatric hospital or other psychiatric facility	0	0.00%	0.00%	0	0.00%	0.00%
Substance abuse treatment facility or detox center	0	0.00%	0.00%	0	0.00%	0.00%
Hospital (non-psychiatric)	0	0.00%	0.00%	0	0.00%	0.00%
Jail, prison or juvenile detention facility	0	0.00%	0.00%	0	0.00%	0.00%
Foster care home or foster care group home	0	0.00%	0.00%	0	0.00%	0.00%
<b>Total Persons Leaving for Institutional Destinations</b>	<b>0</b>	<b>100.00%</b>	<b>0.00%</b>	<b>0</b>	<b>100.00%</b>	<b>0.00%</b>
<b>Miscellaneous</b>						
Other Destinations	0	0.00%	0.00%	0	0.00%	0.00%
Deceased	0	0.00%	0.00%	0	0.00%	0.00%
Don't know / refused	0	0.00%	0.00%	0	0.00%	0.00%
Missing this information	0	0.00%	0.00%	0	0.00%	0.00%
<b>Total for Miscellaneous</b>	<b>0</b>	<b>100.00%</b>	<b>0.00%</b>	<b>0</b>	<b>100.00%</b>	<b>0.00%</b>
<b>TOTAL PERSONS WHO LEFT THE PROGRAM</b>	<b>0</b>		<b>0.00%</b>	<b>0</b>		<b>0.00%</b>

## Housing Outcomes of Persons Served with Homeless Assistance

In the cells below, enter the number of persons who resided in each of the destinations provided after HPRP Homeless Assistance ended, in the current quarter and the total for the grant to date.

### Housing Outcomes (All Leavers Only)

Homeless Assistance

Destination	Quarter			Grant to Date		
	Persons	%	% of Total	Persons	%	% of Total
<b>Permanent Destinations</b>						
Permanent supportive housing for formerly homeless persons (such as SHP, S+C, or SRO Mod Rehab)	0	0.00%	0.00%	0	0.00%	0.00%
Rental by client, no housing subsidy	0	0.00%	0.00%	0	0.00%	0.00%
Rental by client, VASH housing subsidy	0	0.00%	0.00%	0	0.00%	0.00%
Rental by client, other (non-VASH) housing subsidy	0	0.00%	0.00%	0	0.00%	0.00%
Owned by client, no housing subsidy	0	0.00%	0.00%	0	0.00%	0.00%
Owned by client, with housing subsidy	0	0.00%	0.00%	0	0.00%	0.00%
Staying or living with family, permanent tenure	0	0.00%	0.00%	0	0.00%	0.00%
Staying or living with friend, permanent tenure	0	0.00%	0.00%	0	0.00%	0.00%
<b>Total Persons Leaving for Permanent Destinations</b>	<b>0</b>	<b>100.00%</b>	<b>0.00%</b>	<b>0</b>	<b>100.00%</b>	<b>0.00%</b>
<b>Temporary Destinations</b>						
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	0	0.00%	0.00%	0	0.00%	0.00%
Transitional housing for homeless persons (including homeless youth)	0	0.00%	0.00%	0	0.00%	0.00%
Staying or living with family, temporary tenure	0	0.00%	0.00%	0	0.00%	0.00%
Staying or living with friend, temporary tenure	0	0.00%	0.00%	0	0.00%	0.00%
Hotel or motel paid for without emergency shelter voucher	0	0.00%	0.00%	0	0.00%	0.00%
Place not meant for human habitation	0	0.00%	0.00%	0	0.00%	0.00%
Safe Haven	0	0.00%	0.00%	0	0.00%	0.00%
<b>Total Persons Leaving for Temporary Destinations</b>	<b>0</b>	<b>100.00%</b>	<b>0.00%</b>	<b>0</b>	<b>100.00%</b>	<b>0.00%</b>
<b>Institutional Destinations</b>						
Psychiatric hospital or other psychiatric facility	0	0.00%	0.00%	0	0.00%	0.00%



<b>Substance abuse treatment facility or detox center</b>	0	0.00%	0.00%	0	0.00%	0.00%
<b>Hospital (non-psychiatric)</b>	0	0.00%	0.00%	0	0.00%	0.00%
<b>Jail, prison or juvenile detention facility</b>	0	0.00%	0.00%	0	0.00%	0.00%
<b>Foster care home or foster care group home</b>	0	0.00%	0.00%	0	0.00%	0.00%
<b>Total Persons Leaving for Institutional Destinations</b>	0	100.00%	0.00%	0	100.00%	0.00%
<b>Miscellaneous</b>						
<b>Other Destinations</b>	0	0.00%	0.00%	0	0.00%	0.00%
<b>Deceased</b>	0	0.00%	0.00%	0	0.00%	0.00%
<b>Don't know / refused</b>	0	0.00%	0.00%	0	0.00%	0.00%
<b>Missing this information</b>	0	0.00%	0.00%	0	0.00%	0.00%
<b>Total for Miscellaneous</b>	0	100.00%	0.00%	0	100.00%	0.00%
<b>TOTAL PERSONS WHO LEFT THE PROGRAM</b>	0		0.00%	0		0.00%

## Expenditures by Activity

**In the cells below, enter the amount of funds expended (costs incurred, not necessarily drawn down) for each activity type, in the current quarter and for the grant to date.**

### Expenditures (\$)

Homelessness  
 Prevention  
 Assistance  
 Total

Activities	Quarter	Grant to Date	Quarter	Grant to Date	Quarter	Grant to Date
Financial Assistance	0	0	0	0	0	0
Housing Relocation & Stabilization Services	0	0	0	0	0	0
Data Collection & Evaluation					0	0
Administration					0	0
<b>TOTAL</b>					0	0

## Grant Allocation

**Did the grantee meet the 9/30 deadline to award or enter into legally binding agreements with subgrantees?**    Yes

### Grantee and Subgrantee/Contractor Allocations

Activity	Amount of HPRP Funds Retained by Grantee	Amount of HPRP Funds Awarded To Subgrantee (s) / Contractor s(s)	Total
<b>Financial Assistance</b>		\$1,109,677.00	\$1,109,677.00
<b>Housing Relocation and Stabilization</b>		\$900,015.00	\$900,015.00
<b>Data Collection and Evaluation</b>	\$136,000.00	\$124,996.00	\$260,996.00
<b>Administration</b>		\$104,438.00	\$104,438.00
<b>Total</b>	\$136,000.00	\$2,239,126.00	\$2,375,126.00

<b>HPRP Grant Amount</b>	\$2,375,126
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## Subgrantee/Contractor List Attachment

Document Type	Required?	Document Description	Date Attached
Subgrantee Attachment	Yes	City of Sacrament...	10/09/2009

## Attachment Details

Click on [HPRP Subgrantee List Template](#) on the left menu bar. Complete the spreadsheet, save it to your computer, and upload it to e-snaps using the [Browse](#) button. Excel and zip are the only file types allowed.

**Document Description:** City of Sacramento HPRP Subgrantee List

## Projected Persons and Households to be Served

Enter the total number of persons and households estimated to be served with HPRP Homelessness Prevention assistance and HPRP Homeless Assistance by the end of the grant period. For more instructions, click on "Instructions" on the left menu.

### Total to be Served by Activity(#)

Homelessness Prevention Homeless Assistance  
 Total

Activities	Persons	Hshlds	Persons	Hshlds	Persons	Hshlds
<b>Financial Assistance</b>						
Rental assistance	537	447	537	447	1,073	894
Security and utility deposits	226	188	565	471	791	659
Utility payments	141	118	198	165	339	282
Moving cost assistance	28	24	56	47	85	71
Motel & hotel vouchers	28	24	113	94	141	118
<b>Total-Financial Assistance</b>	<b>960</b>	<b>801</b>	<b>1,469</b>	<b>1,224</b>	<b>2,429</b>	<b>2,024</b>
<b>Housing Relocation &amp; Stabilization Services</b>						
Case management	565	471	565	471	1,129	941
Outreach and engagement	565	471	565	471	1,129	941
Housing search and placement	226	188	565	471	791	659
Legal services	778	648	0	0	778	648
Credit repair	508	424	508	424	1,017	847
<b>Total-Housing Relocation &amp; Stabilization Services</b>	<b>2,642</b>	<b>2,202</b>	<b>2,203</b>	<b>1,837</b>	<b>4,844</b>	<b>4,036</b>
<b>TOTAL TO BE SERVED</b>	<b>3,602</b>	<b>3,003</b>	<b>3,672</b>	<b>3,061</b>	<b>7,273</b>	<b>6,060</b>

## Homelessness Prevention - Other Risk Factors to be Used

**For Homelessness Prevention activities, in addition to HPRP eligibility requirements, are there other risk factors that will be used to determine eligibility and/or prioritization for homelessness prevention assistance?** Yes

**If yes, identify the criteria to be used and provide a brief description, including how the criteria will be used (e.g. limited to only certain types of HPRP assistance or applied across all subgrantees and types of assistance) and rationale for why the criteria were chosen (limit 2500 characters).**

Potential homelessness prevention clients are screened with an assessment tool that scores them according to several criteria. Each of our HPRP providers uses exactly the same tool, to ensure consistency throughout the community. The tool gives households a score that represents the severity of the housing barriers they face, and households are only accepted if they are judged to have difficult but not insurmountable barriers. Households that meet the minimum federal HPRP eligibility criteria can be rejected from the program for having barriers that are either too low--meaning they are likely to be able to succeed without HPRP assistance--or too high--meaning they are unlikely to be able to maintain housing after HPRP assistance ends. Clients with barriers that are too high are referred to more intensive services, such as permanent supportive housing.

Client eligibility is based on several factors, including income, employment history, availability of childcare, availability of health care, availability of a support network, domestic violence, mental health status, and substance abuse, and rental history. Among these criteria, income is the most heavily weighted, such that a household making more than 30% of area median income is unlikely to be accepted into the program unless it has other significant barriers. Other criteria behave in different ways. For example, being stably employed reduces a client's score, while escaping a domestic violence situation gives a client a higher priority for service. None of the additional criteria can, by themselves, make a household eligible or ineligible for the program--final scores are based on a combination of all factors.

Once a household is in the program, it has access to all HPRP services necessary to get it stably housed, regardless of its score. Higher scores are interpreted as signals that a household is more likely to need longer-term assistance, but each household that needs rental assistance is offered only short-term assistance in the beginning. The decision to provide medium-term assistance is only made at the first periodic client review, after the household has been in the program for three months.

As more experience is gained with this assessment tool and as more knowledge is gained about the level of demand for the program in the community, these eligibility criteria may be adjusted to change the number of people accepted into the program.

## Data Collection Plan

**Will beneficiary data be entered (or uploaded at least quarterly) into a single HMIS at the grantee level in order to generate unduplicated data for "Persons and Households Served" questions in the QPR?** Yes

**If yes, briefly describe the HMIS to be used and the plan to ensure data quality (completeness and accuracy)(limit 2000 characters).**

We will be using the MetSYS HMIS system. The software has been recently upgraded to comply with the new HUD data standards. MetSYS is organized so the HUD universal data elements, program data elements, and client data elements--e.g. demographic and need data--are collected. We are in the process of completing community-specific customization and plan to go live with HMIS in November.

All HPRP providers will have access to the system. Initial training and ongoing technical assistance will be provided to help ensure user understanding of the system and reduce data entry error.

The Sacramento County Department of Human Assistance (DHA), the agency responsible for the County's Continuum of Care, will oversee HMIS data collection, including ensuring completeness and accuracy of information. DHA has designated staff who are responsible for data review (for both accuracy and completeness). During initial implementation, data review will occur weekly and even daily. Later in implementation data review will occur no less than monthly. This review will have several elements, including regular review of data through data reports and random case review. In addition DHA staff will regularly visit provider sites to ensure data entry protocols are being followed so that delays do not occur in reporting. The program staff will work with providers to correct data problems quickly in order to ensure that QPRs are completed on time and with accurate data for the quarter.

MetSYS HMIS data will be used and reviewed by a variety of end users and for a variety of purposes at the case manager level, provider level, program level, and system level. In addition to staff-level review, a special oversight committee comprised of community leaders and stakeholders will be evaluating data and outcomes on a quarterly basis. Community oversight and engagement will also help to ensure high data quality.

**If no, briefly describe the HMIS(s) and/or other comparable client-level database(s) that will be used by one or more subgrantees and the plan to ensure data quality (completeness and accuracy)(limit 2000 characters).**



## Authorizing Information and Certification

**The Name of the Authorized Grantee Official should be the same as submitted in the HPRP Substantial Amendment, unless there has been a change.**

**Name of Authorized Grantee Official** Cindy Cavanaugh  
**Title/Position** Assistant Director

**I hereby certify that all the information stated herein is true and accurate. I understand that HUD will prosecute false claims and statements and that conviction may result in criminal and/or civil penalties (pursuant to 18 USC 1001, 1010, 1012; 31 USC 3729, 3802).**

**Check for Certification**

## Summary

<b>Part</b>	<b>Last Updated</b>
<b>Grantee State</b>	No Input Required
<b>Grantee Information</b>	10/8/09 7:26 PM
<b>Report Period and Status</b>	10/2/09 4:53 PM
<b>Persons and Households Served</b>	10/8/09 7:27 PM
<b>Housing Outcomes Homelessness Prevention</b>	10/8/09 7:28 PM
<b>Housing Outcomes Homeless Assistance</b>	10/8/09 7:30 PM
<b>Expenditures by Activity</b>	10/8/09 7:30 PM
<b>Grant Allocation</b>	10/8/09 7:33 PM
<b>Subgrantee/Contractor List Attachment</b>	10/9/09 7:13 PM
<b>Projected Persons and Households to be Served</b>	10/9/09 12:44 PM
<b>Homelessness Prevention Risk Factors</b>	10/9/09 3:44 PM
<b>Data Collection Plan</b>	10/9/09 7:48 PM
<b>Authorizing Information and Certification</b>	10/9/09 12:54 PM