

# CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY



## MONTHLY OPERATIONS REPORT

FOR THE MONTH OF NOVEMBER 2022

DECEMBER 19, 2022

# ***MEMORANDUM***

To: Board of Commissioners

From: David Bustamante, Executive Director

Date: December 13, 2022

Subject: Monthly Operations Reports

Enclosed for your information and review are operations reports from each department for the month of November 2022. The reports are as follows:

Executive Office .....	Section 1
Executive Director's Report	
Human Resources and Administration .....	Section 2
Human Resources	
Workers' Compensation	
Operations Division .....	Section 3
Procurement	
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# EXECUTIVE OFFICE

## **Executive Director's Report**

### **Federal Budget**

Congress is back in session and has several must-accomplish goals that could impact housing and community development programs.

The 117th Congress has officially entered its “lame duck” session. Members returned to DC following the midterm elections to wrap up legislation before the new Congress begins in January. Appropriations bills are the highest priority. Congress must pass fiscal year 2023 appropriations bills or another continuing resolution (CR) before the current CR expires on Dec. 16.

Additionally, tax programs are also a top priority before the end of the calendar year. Housing advocates must urge Congress to include the Low-Income Housing Tax Credit (LIHTC) program in any tax package, particularly through the addition of the Affordable Housing Credit Improvement Act (S 1136/ HR 2573) into any tax legislation.

### **Audit**

Auditors from Jump, Perry, and Company, L.L.P., will be on-site at RRHA during the week of December 12, 2022, conducting fieldwork for the annual independent audit for the year ending September 30, 2022.

### **VAHCDO Conference**

The Executive Director attended a Virginia Association of Housing and Community Development Officials conference held virtually from November 30 through December 1, 2022.

The focus of the conference was legal issues affecting housing authorities.



# HUMAN RESOURCES & ADMINISTRATION DIVISION

HUMAN RESOURCES  
MONTHLY REPORT  
NOVEMBER 2022

**CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**November 2022**

**HUMAN RESOURCES REPORT**

**EMPLOYEE CENSUS AS OF MONTH END**

Regular Full-Time	69
Regular Part-Time	4
<b><u>TOTAL</u></b>	<b><u>73</u></b>
Temp Agency Employee	5
<b><u>TOTAL</u></b>	<b><u>78</u></b>

**Position Title**

**Division**

**Name**

**NEW HIRES**

Maintenance Worker	Housing	Raymond Lewis
Maintenance Worker	Housing	Justy Manso
Section 3 Coordinator	Housing	Brandy Dudley

**SEPARATIONS**

Section 3 Coordinator	Housing
Maintenance Tech I	Housing
Accountant II	Finance

**TURNOVER**

		<b>Current Month</b>
Turnover	Voluntary	4.35%
	Involuntary	0%
	Total Turnover	4.35%
Turnover by Job Category	Maintenance	33%
	Other NE	67%
	Exempt	0%



**CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**November 2022**

**RECRUITING REPORT**

**OPEN POSITIONS**

<u>Position Title</u>	<u>Division</u>	<u>Status</u>
Maintenance multiple openings	Housing	Posted / Screening / Interviewing
Jobs Plus Resident Ambassador	Housing	Posted / Screening / Interviewing
Assistant Property Manager	Housing	Posted / Screening / Interviewing
Construction Specialist	Operations	Posted / Screening / Interviewing
Section 3 Coordinator	Housing	Posted / Screening / Interviewing
Accountant II	Finance	Posted / Screening / Interviewing

**APPLICATIONS SCREENED**

	<b>Applications</b>	<b>Phone Screen</b>	<b>Interviewed</b>	<b>Offered</b>
Maintenance	12	6	2	2
Construction Specialist I	7	0	0	0
Assist. Property Manager	18	5	1	0
Jobs Plus Ambassador	0	0	0	0
Section 3 Coordinator	6	0	0	0
Accountant II	16	2	0	0
<b>TOTAL</b>	<b>59</b>	<b>13</b>	<b>3</b>	<b>2</b>
%		<b>22%</b>	<b>23%</b>	<b>67%</b>

**Maintenance:**

- Two started in November
- 3 Maintenance temps have been hired.

**Construction Specialist I-** Few applications received, most are not qualified.

**Assistant Property Manager II:**

- Original applicant that was scheduled to start did not show to new hire orientation.
- 3 interviews scheduled for late November and early December.

**Section 3 Coordinator-** Original applicant accepted position and was hired, however, the employee received another offer from a company and resigned.

**Accountant II –** One interview was scheduled however, the applicant did not show.

**CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**November 2022**  
**TRAINING REPORT**

**RRHA UNIVERSITY**

# of employees completing a course	7
# of unique courses	17
# of courses completed	27
# of hours learning*	23
# of average minutes per course*	52

*\*University Courses only, does not include events, and external course records.*

User	Course	Completed
Brown, Jayme Alisha	eL 100 - Welcome to eLearning	10/31/2022
Brown, Jayme Alisha	FH 100 - Federal Fair Housing Compliance	10/31/2022
Brown, Jayme Alisha	HR 130 - Drug-Free Workplace	10/31/2022
Brown, Jayme Alisha	RRHA COVID-19 Infectious Disease Prevention Policy	10/31/2022
Harris, Letia	PD 120 - Time Management Module 1: What are the Benefits?	11/23/2022
Harris, Letia	PD 121 - Time Management Module 2: Taking Control	11/23/2022
Harris, Letia	PD 123 - Time Management Module 4: Setting Goals	11/23/2022
Harris, Letia	PD 124 - Time Management Module 5: Scheduling Success	11/23/2022
Harris, Letia	RSERV- ROSS Resident Engagement Strategies	11/30/2022
Harris, Letia	RSERV- Running ROSS Step by Step	11/30/2022
Harris, Letia	RSERV- The Ins and Outs of In-kind	11/23/2022
Harris, Letia	RSERV- The Psychology of Self-Motivation	11/29/2022
Harris, Letia	RSERV- Using Career Pathways in ROSS	11/30/2022
Jones, Jamyah	RSERV- The Ins and Outs of In-kind	11/29/2022
Jones, Jamyah	RSERV- Tracking at a Glance for ROSS	11/29/2022
Michaels, Jason	eL 100 - Welcome to eLearning	11/22/2022
Michaels, Jason	HR 135 - Drug-Free Workplace: Supervisor	11/22/2022
Michaels, Jason	RRHA COVID-19 Infectious Disease Prevention Policy	11/22/2022
Paige, Raven	RSERV- The Ins and Outs of In-kind	11/18/2022
Paige, Raven	RSERV- Writing the Service Plan	11/18/2022
Parsley, Steph	RSERV- Using Brain Science to Create Pathways Out of Poverty	11/17/2022
White, Denise	PD 120 - Time Management Module 1: What are the Benefits?	11/23/2022
White, Denise	PD 121 - Time Management Module 2: Taking Control	11/23/2022
White, Denise	PD 123 - Time Management Module 4: Setting Goals	11/23/2022
White, Denise	PD 124 - Time Management Module 5: Scheduling Success	11/23/2022
White, Denise	RSERV- Running ROSS Step by Step	11/29/2022
White, Denise	RSERV- The Psychology of Self-Motivation	11/29/2022

**CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**November 2022**

**WORK COMP CLAIMS FY 2022-2023**

<b><u>MONTH</u></b>	<b><u>LOST WORK TIME</u></b>	<b><u>MEDICAL CLAIM ONLY</u></b>
October 2022	1	1
November 2022	0	0
December 2022	0	0
January 2023	0	0
February 2023	0	0
March 2023	0	0
April 2023	0	0
May 2023	0	0
June 2023	0	0
July 2023	0	0
August 2023	0	0
September 2023	0	0
<b>FISCAL YEAR Total</b>	<b>1</b>	<b>1</b>



# OPERATIONS DIVISION

PROCUREMENT  
MONTHLY REPORT  
NOVEMBER 2022

# PROCUREMENT NOVEMBER 2022 MONTHLY ACTIVITY REPORT

## I. Capital Fund

### A. Contracts Awarded

**RED-22-09-12**

#### **Invitation for Bids for Heating System**

**Replacement for Hunt Manor, AMP 259** was issued September 25, 2022. A pre-bid meeting was held October 11, 2022. Comments were received by October 18, 2022. Three (3) responsive bids were received by October 25, 2022. Control Maintenance, Inc. submitted the low responsive bid with an amount of \$565,000.00. Commissioners approved Resolution No. 4137 on November 28, 2022 accepting the bid submitted by Control Maintenance, Inc. for the award of a contract. A contract with a fixed amount of \$565,000.00 was executed November 29, 2022.

#### **Request for Quotation for Security**

#### **Improvements for Melrose Towers, AMP 206**

was issued to 12 contractors on October 17, 2022. One (1) responsive quotation was received by November 4, 2022. G & H Contracting, Inc. submitted the only responsive quotation with an amount of \$119,100.00. Commissioners approved Resolution No. 4138 on November 28, 2022 accepting the quotation submitted by G & H Contracting, Inc. for the award of a contract. A contract with a fixed amount of \$119,100.00 was executed November 30, 2022.

### B. Solicitations Pending

**RED-22-09-06**

#### **Invitation for Bids for Natural Gas**

#### **Infrastructure Improvements for Bluestone**

**Park, AMP 259** was issued September 18, 2022. A pre-bid meeting was held September 27, 2022. Comments were received by October 4, 2022. Two (2) responsive bids were received by October 11, 2022. Classic City Mechanical, Inc.



submitted the low responsive bid with an amount of \$354,422.00. Commissioners approved Resolution No. 4136 on November 28, 2022 accepting the bid submitted by Classic City Mechanical, Inc. for the award of a contract. A contract with a fixed amount of \$354,422.00 is scheduled to be executed in early December 2022.

**RED-22-09-15**

**Invitation for Bids for New Construction of Two Public Housing Units Bluestone Park** was issued October 9, 2022. A pre-bid meeting was held October 25, 2022. Comments as due November 1, 2022. Two (2) responsive bids were received by November 8, 2022. Bids are being evaluated.

**RED-22-10-17**

**Invitation for Bids for Furnishing and Delivery of New Gas Ranges for Lansdowne Park, AMP 201** was issued October 23, 2022. Comments as due November 2, 2022. Three (3) responsive bids were received by November 9, 2022. Bids are being evaluated.

**RED-22-10-24 Invitation for Bids for Replacement of Apartment Entrance Doors and Painting of Common Areas for Morningside Manor, AMP 208** was issued November 6, 2022. A pre-bid meeting was held November 15, 2022. Comments were received by November 29, 2022. Bids are due December 6, 2022.

**RED-22-11-14**

**Invitation for Bids for Replacement of Windows for Melrose Towers, AMP 206, Phase 2** was issued November 20, 2022, A pre-bid meeting was held on November 29, 2022. Comments are due December 6, 2022. Bids are due December 13, 2022.

**II. Operating Budget**

**A. Contracts Awarded**

**None**

B. Solicitations Pending

**None**

**III. Other Grants and Projects**

A. Contracts Awarded

**None**

B. Solicitations Pending

**None**

**IV. Protests**

**None**

REDEVELOPMENT AND REVITALIZATION  
MONTHLY ACTIVITY REPORT  
NOVEMBER 2022



# Redevelopment and Revitalization Department

## November 2022 MONTHLY ACTIVITY REPORT

### Former Melrose Library – EnVision Center

RRHA received a certificate of occupancy on November 14, 2022 for the EnVision Center, allowing it to begin leasing space and hosting other partner agencies in December. In addition, the monument sign along Salem Turnpike for the center was completed.

At present, Virginia Western Community College and Human Kind, a non-profit agency devoted to workforce development and employment are both slated to begin leases in the center. Family Service of Roanoke Valley also occupies space full time and offers mental health services through a community development block grant award.

### **Background**

RRHA and the City closed on the sale of the former Melrose Library property at 2607 Salem Turnpike, NW, on September 29. The property is now part of AMP 201. RRHA met with representatives from A/E firm Hughes Associates Architects & Engineers and a preliminary scope of services for design work for the building's renovation was submitted for RRHA to review.

*Hughes Associates Architects & Engineers completed the design work for the EnVision Center Roof Replacement. Russell's Remodeling, LLC submitted the low bid for the project and was awarded a contract on December 28, 2020. Material submittals have been reviewed. The contractor has ordered materials. Delivery of some materials were delayed for several months. A notice to proceed was issued with an effective date of November 16, 2021. Roof replacement is complete.*

*Abatement of the asbestos floor tile in the building is complete.*

*Hughes Associates Architects & Engineers has completed the design work for improvements and modifications to the EnVision Center building, parking area and building access. G & H Contracting submitted the low bid for the renovations and was awarded a contract on August 31, 2021. Material submittals are in the process of being reviewed. Building permit has been obtained. A notice to proceed was issued with an effective date of November 15, 2021. Renovations to interior of the building are complete. Site work is complete including a new property sign.*

*A zoning permit was granted by the City to allow the installation of a chain link fence that will border a community garden on the south side of the property. Installation of the fence posts is complete, and some plastic has been laid down on the site to prepare the garden. The garden was created by Local Environmental Agricultural Project (LEAP) in partnership with RRHA. The garden has been used as an educational tool for children in the area, particularly Lansdowne residents, with classes and regular activities led by partner agencies. There are a number of agencies that are partners in this project including the City's Gun Violence Prevention Commission, Family Services of Roanoke Valley, The Harvest Collective, LEAP, Virginia Tech, Community Arts Reach, Virginia Career Works, and potentially the resident*

*artist program with the Roanoke Arts Commission. After an initial planting, the garden was harvested in autumn and there are plans to plant crops in the spring.*

### **Bluestone Avenue Development**

RRHA acquired this property from Habitat for Humanity for \$10,000 in September after RRHA's site acquisition proposal was approved by the HUD field office months prior. The property is adjoined along both sides of Bluestone Avenue by RRHA's Bluestone Park property.

RRHA intends to use the site for the development of two (2) three 3-bedroom units of public housing. One (1) of the units will be wheelchair accessible per Section 504 requirements and the other will be accessible for audio/visual impaired for residents who need such accommodations.

RRHA submitted a development proposal for two parcels to the HUD field office in May 2021, after which HUD advised that the Board of Commissioners would need to approve a resolution to accept the waiver established under several HUD notices pursuant to the CARES Act. The Board approved Resolution 4090, which RRHA in turn submitted to the field office. Last month, HUD approved the development proposal and a new declaration of trust has been recorded.

RRHA recently was notified that it will receive grant funds from Virginia Housing for public housing Capital Fund projects funded through the American Rescue Plan Act. The development of these units was included in that grant application. Design work that was previously done for the project in 2021 was updated to prepare for a bid process. An invitation for bids for construction of the duplex was advertised on October 8, 2022. Two (2) responsive bids were received November 8, 2022. Bids are being evaluated.

### **Homeownership Program**

RRHA's Section 32 Program allows RRHA to sell certain public housing units to qualified low to moderate income first-time homebuyers. HUD gave approval for the five (5) single family homes that are included in the program several years ago. All five (5) of the single family homes were constructed during the time that the HOPE 6 Program was active. The Section 32 Program replaced the former 5(h) Homeownership Program that was in effect at that time.

Once a home is under contract for sale, RRHA makes improvements and repairs to the home so that the new homeowner should not have to make any significant repairs to the home for seven (7) years. Improvements or repairs may include such items as roof replacement (depending on the age and type of the roof), HVAC system upgrades, replacement of floor coverings, installation of new appliances and repairs to decks and porches. The improvements are funded by proceeds from previous sale of homes in RRHA's lease purchase and 5(h) Homeownership Programs. These funds may also be used to acquire existing homes in the City of Roanoke and make improvements and repairs to homes for qualified first-time homebuyers.

In October, 2020, RRHA sold the first of five (5) Section 32 homes. The house was located at 1841 Downing St., NW. RRHA closed on the sale of 501 21<sup>st</sup> St., NW in May, 2021. For both loans, RRHA took out a second mortgage for 20% of the loan, which is forgivable after ten

years if the owner maintains it as their primary residence. In addition, the buyers benefitted from a forgivable down payment assistance loan from the Federal Home Loan Bank of Atlanta.

RRHA closed on the sale of 1720 Dupree Street, NW in August, which is the first sale in the Lease-Purchase program since 2016. There are two (2) qualified applicants for the lease-purchase program that are currently leasing units. Another is slated to move into a unit and sign an option as early as October. RRHA has received appraisals for the three (3) units.

Tenants must lease the property for at least six (6) months prior to signing a contract to purchase. There are seven (7) single-family homes left in the program, four of which are available to new applicants.

RRHA is also working with two (2) first-time homebuyers per Board Resolution 4064. The properties are 938 Peck Street, NW and 1606 Grayson Avenue, NW. Renovation work is currently underway at both locations. Once the work is complete the properties will be sold to first-time buyers on terms consistent with the other homeownership programs. Both buyers have made deposits and signed letters of intent with RRHA to purchase the properties. The Board of Commissioners passed a resolution in October to approve the sale of 938 Peck Street, however due to delays experienced in completion of renovations, it will not likely be sold until early next year.

RRHA was recently notified that it will be awarded \$111,629 from the Roanoke Valley Alleghany Regional Commission. The funds were made available by Virginia Housing and will be used to build two (2) new homeownership units for first-time buyers of low-to-moderate income. One (1) of the units will be of universal design. Hughes Associates Architects & Engineers is starting design work for a house to be constructed at 1805 Rorer Avenue.

### **Loan Consolidation Program & Surplus Real Estate**

The loans serviced by Truist (formerly Sun Trust) have been paid in full and certificates of satisfaction recorded. Thus, the service arrangement with Truist has ended.

Last month, a certificate was recorded on another outstanding loan of City HUD funds. This leaves only one (1) second mortgage loan in the program that RRHA has a lien on. The second mortgages in this program were with City HUD funds and were typically forgiven once the first loans were paid and all grant obligations were met.

RRHA currently owns 84 vacant parcels in the City. Of these, 77 are part of the Cherry Hill property between Gainsboro Road, 5<sup>th</sup> Street, and Orange and McDowell Avenues, NW. Recently, RRHA has been contacted about some of these properties and is discussing a possible sale with an interested party.

RRHA also has three (3) lots adjacent to the Park Street Square development on 5<sup>th</sup> Street, NW, that are used for utility connections. These three (3) lots are essentially undevelopable. There is one (1) lot in the Hackley development, two (2) on the 2500 block of Shenandoah Avenue, one (1) on Centre Avenue and one (1) at 1805 Rorer Ave, SW.

RRHA has advertised that the Cherry Hill lots are available for proposals.

## **Repositioning and Faircloth to RAD**

*Repositioning public housing* is the conversion and transfer of ownership of public housing properties to housing that is subsidized with a long-term contract under the Section 8 Program. The properties go through a HUD authorized process and in the end are owned or controlled by a PHA or a PHA's non-profit affiliate after HUD releases the declaration of trust. The most common conversion method is the Rental Assistance Demonstration (RAD) Program, though there are several other methods of conversion, such as section 18 demolitions disposition or RAD/section 18 blends.

In late 2021, RRHA procured Dominion Due Diligence Group (D3G) to conduct a repositioning study of RRHA's public housing portfolio. The study was finished in June 2022 and presented to the Board of Commissioners in July. It provides RRHA with an evaluation of each property and a repositioning plan with a potential order and repositioning method for each property.

One action included in the study is using the *Faircloth to RAD* process as a means to create new affordable housing units in Roanoke. This method entails building new public housing units and converting them to the Section 8 Program with a long-term contract before occupancy through the RAD process. RRHA has decided to pursue a Faircloth to RAD project to build 85-90 new units.

RRHA has been in discussions with Virginia Housing about acquiring the former Spanish Trace/Ashton Hill Apartments at 4301 Old Spanish Trail, NW. as a site to develop new Faircloth to RAD units. Recently, Virginia Housing advised that they intend to issue a request for proposals (RFP) for the site. RRHA is awaiting the release of the RFP and intends to submit a proposal, but is also looking into the acquisition of other properties.



**City of Roanoke Redevelopment and Housing Authority**  
**Capital Fund Summaries**  
**Open Capital Fund**

11/30/2022

Fund #	Total Budgeted	Total Obligated	Balance Unobligated	Total Expended	Balance Available	Obligation End Date	Expenditure End Date
VA36R01150111	\$165,582.00	\$165,582.00	\$0.00	\$165,582.00	\$0.00	29-Sep-2014	29-Sep-2016
VA36R01150212	\$266,474.00	\$266,474.00	\$0.00	\$266,474.00	\$0.00	29-Oct-2018	29-Oct-2020
VA36R01150213	\$150,166.00	\$150,166.00	\$0.00	\$150,166.00	\$0.00	29-Oct-2018	29-Oct-2020
VA36R01150214	\$157,624.00	\$157,624.00	\$0.00	\$157,624.00	\$0.00	29-Oct-2018	29-Oct-2020
VA36R01150215	\$172,897.00	\$172,897.00	\$0.00	\$172,897.00	\$0.00	29-Oct-2018	29-Oct-2020
VA36R01150216	\$179,479.00	\$179,479.00	\$0.00	\$179,479.00	\$0.00	29-Oct-2018	29-Oct-2020
VA36P01150109	\$2,359,489.00	\$2,359,489.00	\$0.00	\$2,359,489.00	\$0.00	14-Sep-2011	14-Sep-2013
VA36P01150110	\$2,171,100.00	\$2,171,100.00	\$0.00	\$2,171,100.00	\$0.00	14-Jul-2012	14-Jul-2014
VA36P01150111	\$1,868,485.00	\$1,868,485.00	\$0.00	\$1,868,485.00	\$0.00	2-Aug-2013	2-Aug-2015
VA36P01150113	\$1,577,083.00	\$1,577,083.00	\$0.00	\$1,577,083.00	\$0.00	8-Sep-2015	8-Sep-2017
VA3F011CNP112	\$200,000.00	\$200,000.00	\$0.00	\$200,000.00	\$0.00	30-Sep-2019	30-Sep-2021
VA36P01150114	\$1,753,413.00	\$1,753,413.00	\$0.00	\$1,753,413.00	\$0.00	12-May-2016	12-May-2018
VA36P01150115	\$1,921,376.00	\$1,921,376.00	\$0.00	\$1,921,376.00	\$0.00	12-Apr-2017	12-Apr-2019
VA36P01150116	\$1,996,769.00	\$1,996,769.00	\$0.00	\$1,996,769.00	\$0.00	12-Apr-2018	12-Apr-2020
VA36P01150117	\$2,066,639.00	\$2,066,639.00	\$0.00	\$2,066,639.00	\$0.00	15-Aug-2020	15-Aug-2022
VA36E01150117	\$250,000.00	\$250,000.00	\$0.00	\$250,000.00	\$0.00	13-Aug-2018	13-Aug-2019
VA36P01150118	\$3,302,705.00	\$3,302,705.00	\$0.00	\$3,278,545.00	\$24,160.00	28-May-2021	28-May-2023
VA36P01150119	\$3,444,054.00	\$3,444,054.00	\$0.00	\$2,706,722.16	\$737,331.84	15-Apr-2022	15-Apr-2024
VA36P01150120	\$3,729,394.00	\$3,695,500.71	\$33,893.29	\$3,083,725.11	\$645,668.89	25-Mar-2023	25-Mar-2025
VA36E01150120	\$275,000.00	\$275,000.00	\$0.00	\$275,000.00	\$0.00	21-Sep-2021	21-Sep-2022
VA36P01150121	\$3,836,496.00	\$3,816,496.00	\$20,000.00	\$3,451,174.33	\$385,321.67	22-Feb-2023	22-Feb-2025
VA36P01150122	\$4,741,515.00	\$1,763,175.50	\$2,978,339.50	\$479,255.00	\$4,262,260.00	11-May-2024	11-May-2026
<b>Totals</b>	<b>\$31,844,225.00</b>	<b>\$31,790,331.71</b>	<b>\$53,893.29</b>	<b>\$30,051,742.60</b>	<b>\$1,792,482.40</b>		
		<b>99.8%</b>		<b>94.4%</b>			

VA36R01150111 (Closing Documentation Submitted to HUD for Approval 4/19/2016)

**City of Roanoke Redevelopment and Housing Authority**  
**Contracts Administered by the Operations Division**  
**Status Report as of 11/30/22**

Construction Contract Number	Project Name	Name of Contractor	A/E	NTP Date	Modification Number	Current Contract Amount	Present % Complete	Scheduled % Complete	PROJECT STATUS (To include pending change orders, problems, and concerns)
contract 569-2007-1-7 (project 200701)	Bathroom Renovations, Phase 2 Hunt Manor Original Contract Amount \$565,430.00	Russell's Remodeling, LLC	N/A	9/12/22		\$565,430.00	8%	8%	Work is complete in two (2) units. Work is continuing in three (3) vacant units.
contract 570-2101-1-7 (project 201004)	HVAC Improvements for Morningside Manor Original Contract Amount \$439,200.00	Valley Boiler & Mechanical, Inc.	Hughes Associates Architects & Engineers	4/19/21	#1 (\$24,262.00) + time	\$463,462.00	97%	100%	Work is nearing completion.
contract 202-2101-1-7 (project 210201)	Installation of Bathroom Exhaust Fans for Villages at Lincoln Original Contract Amount \$175,500.00	Russell's Remodeling, LLC	N/A	6/13/22	#1 (\$6,300.00)	\$181,800.00	90%	100%	Work is complete in 137 of 153 units. Work delayed due to presence of bats in 14 attic spaces.
contract 572-2101-1-7 (project 210402)	Security Measures for RRHA Central Administration Building Original Contract Amount \$527,000.00	G & H Contracting, Inc.	Hughes Associates Architects & Engineers	1/12/22	#1 (\$9790.00) + time #2 time #3 time	\$536,790.00	75%	99%	Delays continue to be experienced in delivery of materials and subcontracted work.
contract 572-2103-1-7 (project 210701)	EnVision Center Renovations Original Contract Amount \$974,500.00	G & H Contracting, Inc.	Hughes Associates Architects & Engineers	11/15/21	#1 time #2 (\$19,038.11) + time #3 (\$2949.53) + time #4 (\$5,823.13) + time #5 (\$1,324.94) + time #6 (\$59,300.00) + time	\$1,062,935.71	99%	97%	Contractor waiting on certificate of occupancy. Sign installation is complete. Certificate of Occupancy was issued November 14, 2022.
contract 570-2201-1-5 (project 210901)	Open End A & E Services Original Contract Amount \$175,000.00	Hughes Associates Architects & Engineers	N/A	12/1/21		\$175,000.00	60%	48%	Design work is complete for window replacement for Melrose Towers, AMP 206. Design work underway for HVAC improvements for Lansdowne Park, Phase 2 and natural gas system improvements for Jamestown
contract 569-2201-1-7 (project 211001)	Window Replacement for Melrose Towers Original Contract Amount \$1,130,425.00	G & H Contracting, Inc.	Hughes Associates Architects & Engineers	11/14/22	#1 (\$71,792.00) + time	\$1,202,217.00	0%	0%	Work tentatively scheduled to start in early November.
contract 573-2301-1-7 (project 220801)	Porch Repairs for Single-Story Apartment Units for Villages at Lincoln, Phase 2 Original Contract Amount	Russell's Remodeling, LLC	Hughes Associates Architects & Engineers	TBD		\$464,010.50	0%	0%	Contract executed October 7, 2022.
contract 573-2302-1-7 (project 220802)	Passive Radon Vent System for Hunt Manor Original Contract Amount \$273,000.00	Russell's Remodeling, LLC	Hughes Associates Architects & Engineers	TBD		\$273,000.00	0%	0%	Contract executed October 25, 2022.
contract 573-2303-1-7 (project 220901)	Replacement of Heating Systems for Hunt Manor Original Contract Amount \$565,000.00	Control Maintenance, Inc.	Hughes Associates Architects & Engineers	TBD		\$565,000.00	0%	0%	Contract executed November 29, 2022.
contract 573-2304-1-7	Security Improvements for Melrose Towers Original Contract Amount	G & H Contracting, Inc.	Hughes Associates Architects & Engineers	TBD		\$119,100.00	0%	0%	Contract executed November 30, 2022.



**City of Roanoke Redevelopment and Housing Authority  
Derelict Structures  
Status Report as of 11/30/22**

<b>Address or Tax Map #</b>	<b>Status</b>	<b>Resolution Approved</b>	<b>Closing</b>	<b>Demo Rehab</b>	<b>PROJECT STATUS</b>
427 Gilmer Avenue, NW Tax Map # 2011417	House Purchased	04/21/08 No. 3471	07/23/08	Rehab	RRHA is working with the City of Roanoke to plan for disposition of 427 Gilmer.

# HOUSING DIVISION

PUBLIC HOUSING PROGRAM  
MONTHLY OPERATIONS REPORT  
NOVEMBER 2022

**Monthly Management Report  
Occupancy Comparison  
(1st of the Month)**

RRHA-Owned Properties	AMP #	Actual Unit Count	Adjusted Unit Count/ Units in MOD status	Occupied Units	Total Days	Unoccupied Days	Occupied Days	Occupancy Rate	Vacancy Rate
<b>Public Housing</b>									
Lansdowne Park	201	300	2	298	9000	74	8926	<b>99.18%</b>	0.82%
*The Villages at Lincoln/ Handicapped/Elderly Cottages	202	165	4	161	4950	60	4890	<b>98.79%</b>	1.21%
Hunt Manor/Bluestone Park	259	172	11	161	5160	28	5132	<b>99.46%</b>	0.54%
Melrose Towers	206	212	3	209	6360	31	6329	<b>99.51%</b>	0.49%
Jamestown Place	207	150	5	145	4500	49	4451	<b>98.91%</b>	1.09%
Morningside	208	105	2	103	3150	22	3128	<b>99.30%</b>	0.70%
Indian Rock Village/53 Scattered	210	156	4	152	4680	16	4664	<b>99.66%</b>	0.34%
The Villages at Lincoln- 24 Transitional/Homeownership	215	21	0	21	630	0	630	<b>100.00%</b>	0.00%
<b>Portfolio Total:</b>		1281	31	1250	38430	280	38150	<b>99.27%</b>	0.73%

*\*The Occupancy Rate for the Villages at Lincoln includes The Villages at Lincoln Transitional Homeownership.*

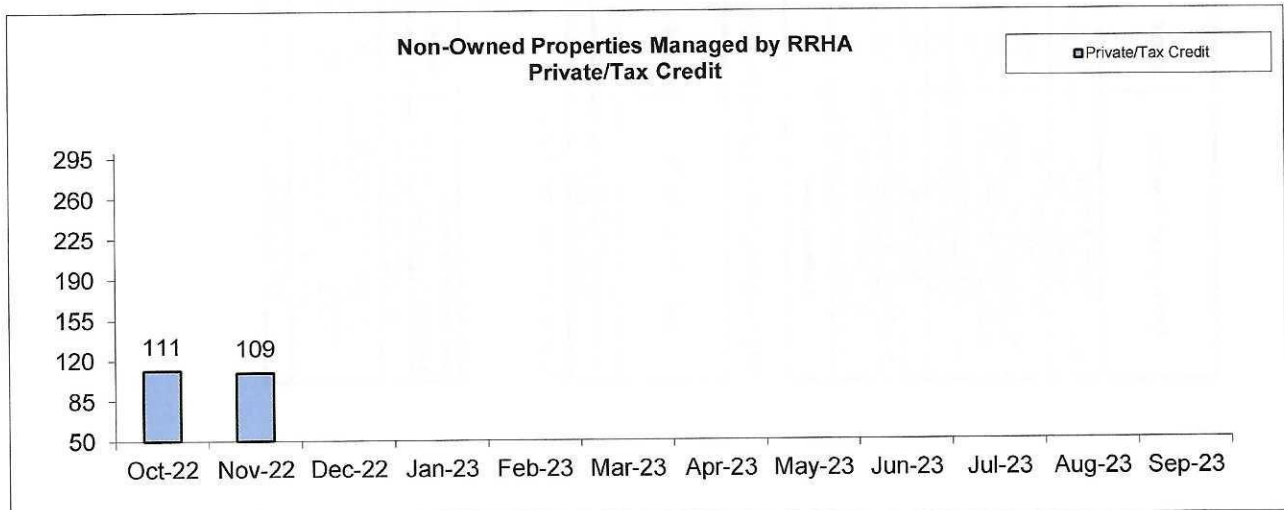
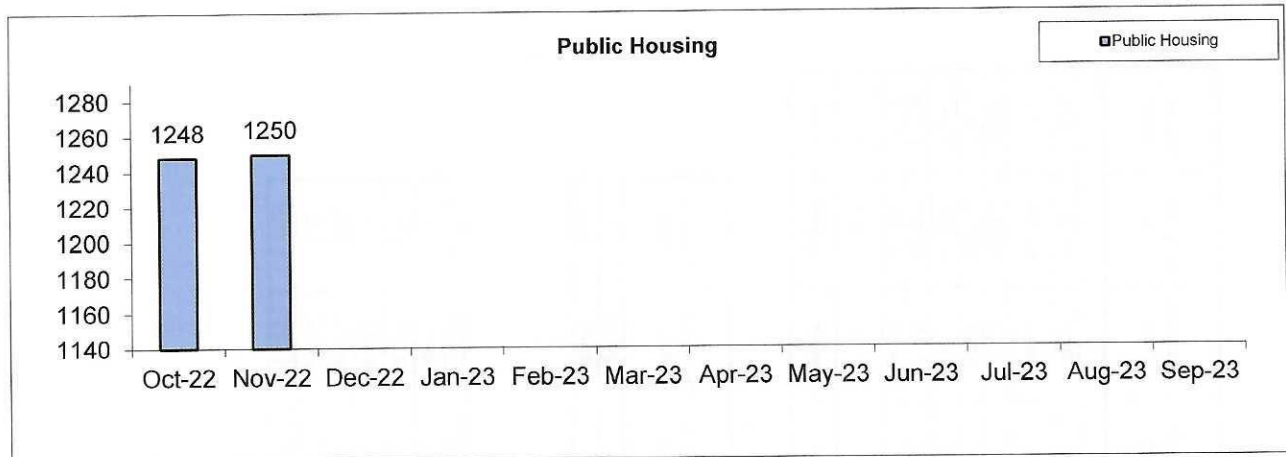
Other Rental Housing	AMP #	Actual Unit Count	Occupied Units	Total Days	Unoccupied Days	Occupied Days	Occupancy Rate	Vacancy Rate
Hackley Avenue	400	24	*23	720	0	720	<b>100.00%</b>	0.00%
<b>Portfolio Total:</b>		24	23	720	0	720	<b>100.00%</b>	0.00%

\*Casualty Loss Fire - 05/03/2021

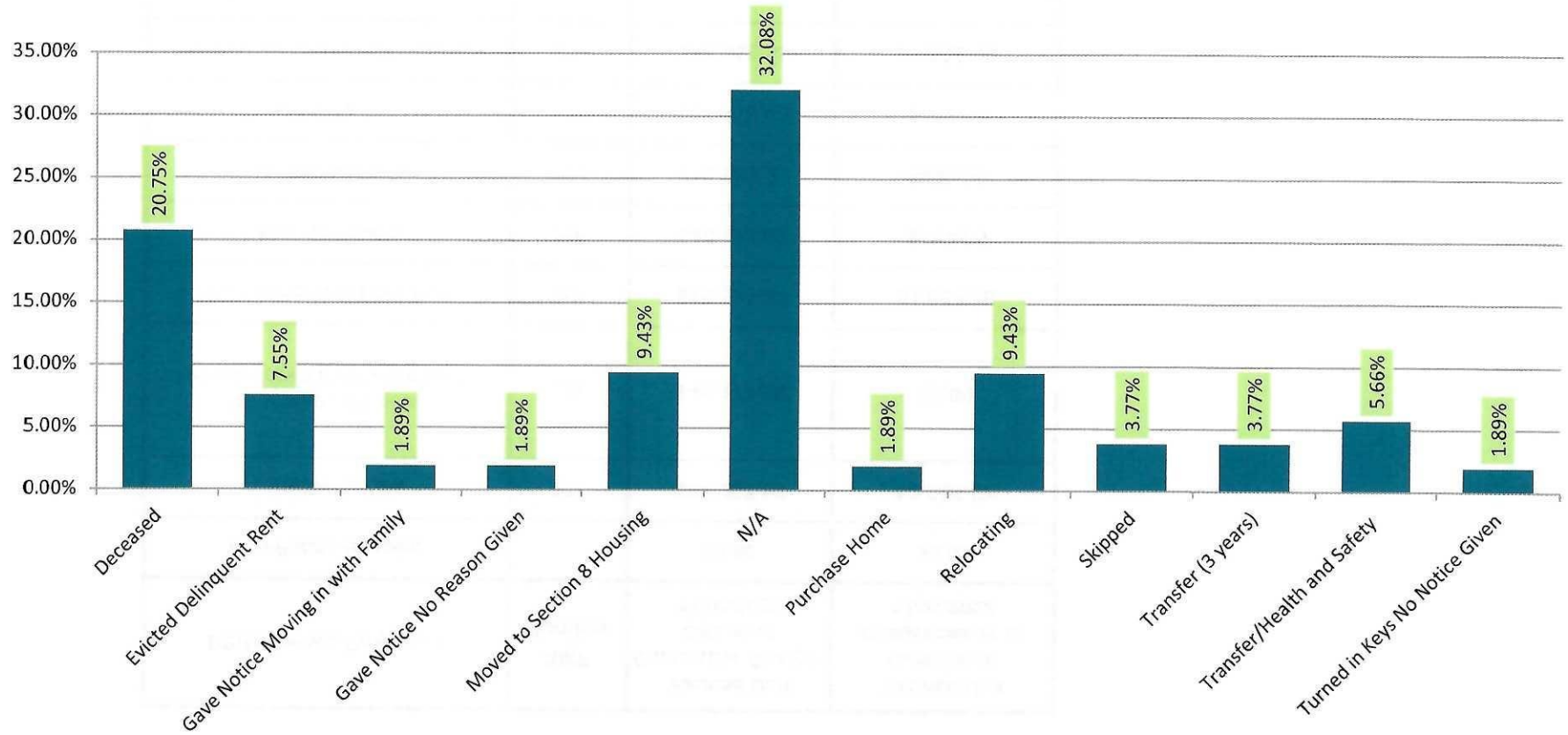
Non-Owned Properties Managed by RRHA/Tax Credit	AMP #	Actual Unit Count	Occupied Units	Total Days	Unoccupied Days	Occupied Days	Occupancy Rate	Vacancy Rate
Stepping Stone (LIHTC)	455	30	27	900	15	885	<b>98.33%</b>	<b>1.67%</b>
Hillcrest Heights (LIHTC)	456	24	23	720	12	708	<b>98.33%</b>	<b>1.67%</b>
Park Street Square (LIHTC)	457	25	20	750	10	740	<b>98.67%</b>	<b>1.33%</b>
Hurt Park LP (LIHTC)	459	40	39	1200	12	1188	<b>99.00%</b>	1.00%
<b>Portfolio Total:</b>		119	109	3570	49	3521	<b>98.63%</b>	1.37%

<b>PHAS Scoring</b>	
Occupancy	Points
≥ 98%	16
< 98% but ≥ 96%	12
< 96% but ≥ 94%	8
< 94% but ≥ 92%	4
< 92% but ≥ 90%	1
< 90%	0

**Monthly Management Report  
Occupancy Comparison  
(1st of the Month)**



## Public Housing Move-out Analysis 10/1/2022-9/30/2023





**Monthly  
Management Report  
Charges vs. Receipts  
November 2022**

<b>RRHA-Owned Properties</b>	<b>AMP Number</b>	<b>Vacated Unit Cumulative Charge- Offs as of 11/01/2022</b>	<b>Vacated Unit Cumulative Collections as of 11/01/2022</b>
<b><i>Non-Public Housing</i></b>		<b>\$0.00</b>	<b>\$0.00</b>
Lansdowne Park	201	<b>\$87,295.87</b>	<b>\$2,555.57</b>
The Villages at Lincoln/ Handicapped/Elderly Cottages	202	<b>\$40,171.60</b>	<b>\$0.00</b>
Hunt Manor/Bluestone Park	259	<b>\$19,523.21</b>	<b>\$1,639.18</b>
Melrose Towers	206	<b>\$45,493.56</b>	<b>\$164.00</b>
Jamestown Place	207	<b>\$19,289.20</b>	<b>\$480.00</b>
Morningside Manor	208	<b>\$15,875.00</b>	<b>\$179.74</b>
Indian Rock Village / 53 Scattered	210	<b>\$65,692.83</b>	<b>\$1,529.00</b>
The Villages at Lincoln- 24 Transitional/Homeownership	215	<b>\$9,180.00</b>	<b>\$141.47</b>
<b>Public Housing</b>	<b>TOTAL</b>	<b>\$302,521.27</b>	<b>\$6,688.96</b>

**Fiscal Year to Date  
Public Housing Inspections  
10/01/22 - 9/30/2023**

<b>AMP #</b>	<b>Location</b>	<b># Units</b>	<b>Inspected</b>	<b>Uninspected</b>	<b>% Inspected</b>
201	Lansdowne Park	300		300	0%
202	Villages at Lincoln	165		165	0%
259	Hunt Manor/Bluestone Park	172		172	0%
206	Melrose Towers	212		212	0%
207	Jamestown Place	150		150	0%
208	Morningside Manor	105		105	0%
210	Indian Rock Village/68 Scattered	156		156	0%
215	Villages at Lincoln - Scattered	21		21	0%
	Total	1281	0	1281	0%
<b>A Property is identified as a Performing Property if an annual inspection has occurred on 100% of units and systems.</b>					

# Utility Consumption Report

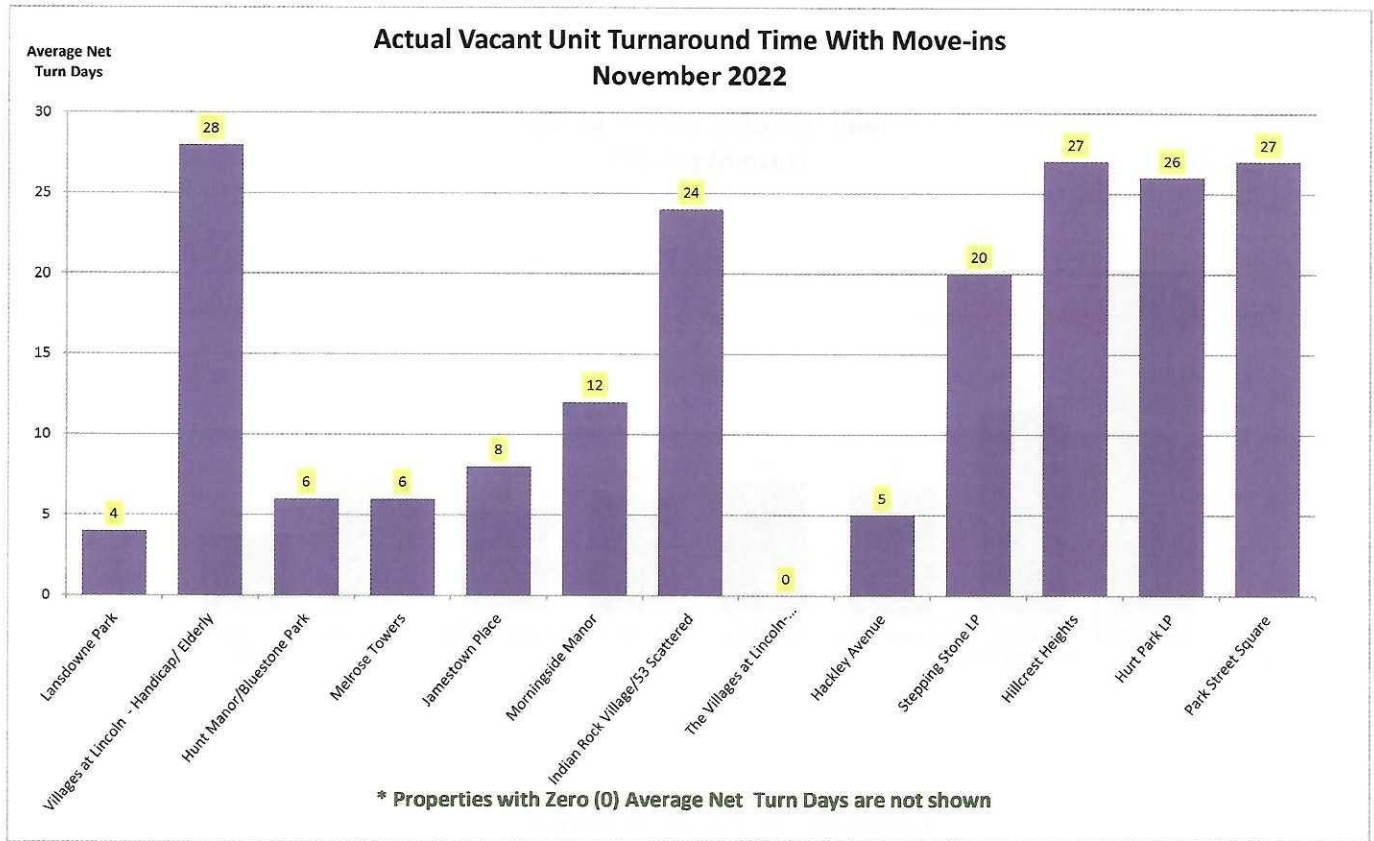
## October 2022 - September 2023

### Consumption and Costs as of October 31, 2022

Utility Costs							
AMP	Number of Units	Cost PUM Electric	Cost PUM Gas	Cost PUM Water	Total PUM AMP	RRHA PUM Average	Percent Difference
201	300	41.29	50.70	72.50	164.49	170.91	96.24%
202	165	86.49	2.48	65.26	154.23	170.91	90.24%
259	172	40.58	56.57	94.85	192.00	170.91	112.34%
206	212	57.76	45.36	59.10	162.22	170.91	94.92%
207	150	77.62	36.76	49.63	164.01	170.91	95.96%
208	105	49.11	47.66	26.27	123.04	170.91	71.99%
210	156	43.27	54.17	51.02	148.46	170.91	86.86%
215	21	N/A	N/A	N/A	N/A	170.91	N/A
Total Units:		1281					
Average Cost PUM:		55.84	51.10	63.97		170.91	

Consumption											
AMP	Gas			Percent Difference	Electric			Percent Difference	Water		Percent Difference
	Number of Units	THERMS PUM	RRHA PUM Average		KWH PUM	RRHA PUM Average	Usage PUM		RRHA PUM Average		
201	300	38.01	36.95	102.87%	510	571	89.32%	7.30	6.26	116.61%	
202	165	N/A	36.95	N/A	734	571	128.55%	5.52	6.26	88.18%	
259	172	40.71	36.95	110.18%	430	571	75.31%	9.09	6.26	145.21%	
206	212	33.97	36.95	91.94%	689	571	120.67%	5.00	6.26	79.87%	
207	150	27.47	36.95	74.34%	570	571	99.82%	5.43	6.26	86.74%	
208	105	35.61	36.95	96.37%	591	571	103.50%	2.56	6.26	40.89%	
210	148	32.87	36.95	88.96%	477	571	83.54%	5.47	6.26	87.38%	
215	23	N/A	36.95	N/A	N/A	571	N/A	N/A	6.26	N/A	
Total Units:	1275										
Average THERM PUM:		36.95			Average KWH PUM:		571	Average water usage PUM: 6.26			
Note: AMP 202 - Residential units do not use gas utility - HVAC is total electric (heat pumps).											
Note: AMP 202 - Administration building and maintenance shop use gas utility.											
Note: AMP 208 - Residential units have central air conditioning.											
Note: AMP 210 - Includes 21 scattered sites - residents pay utilities - no utility data available.											
Note: AMP 215 - Transitional/Homeownership - residents pay utilities - no utility data available.											
Note: Stormwater Utility Fee for RRHA public housing properties for FY 2023 = TBD 27,616.80											

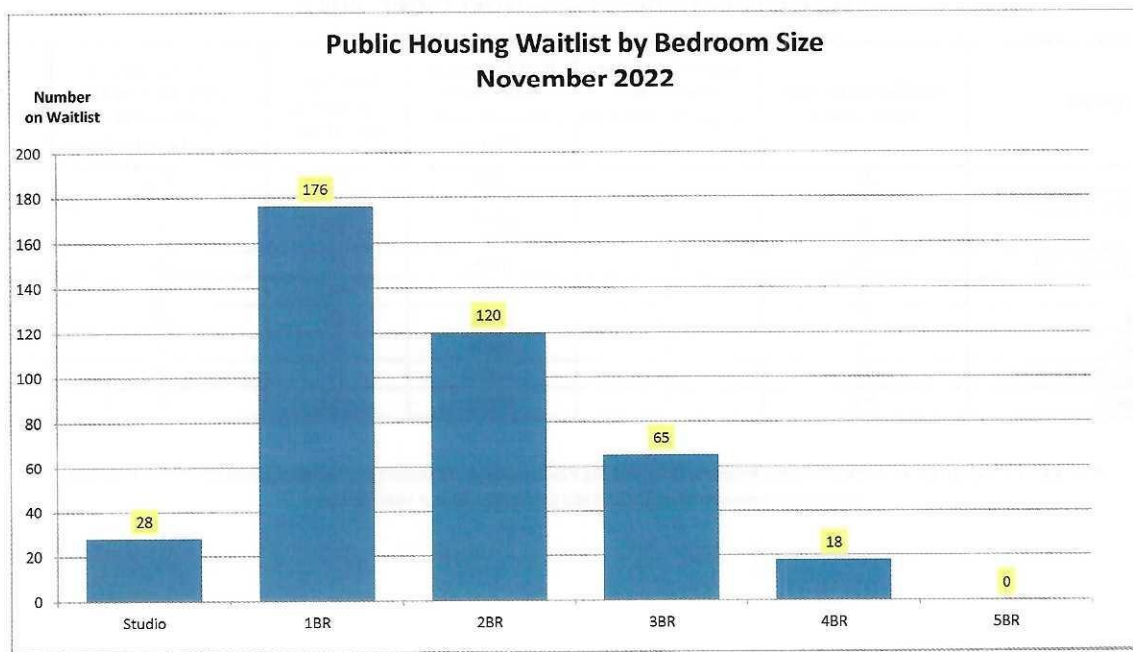
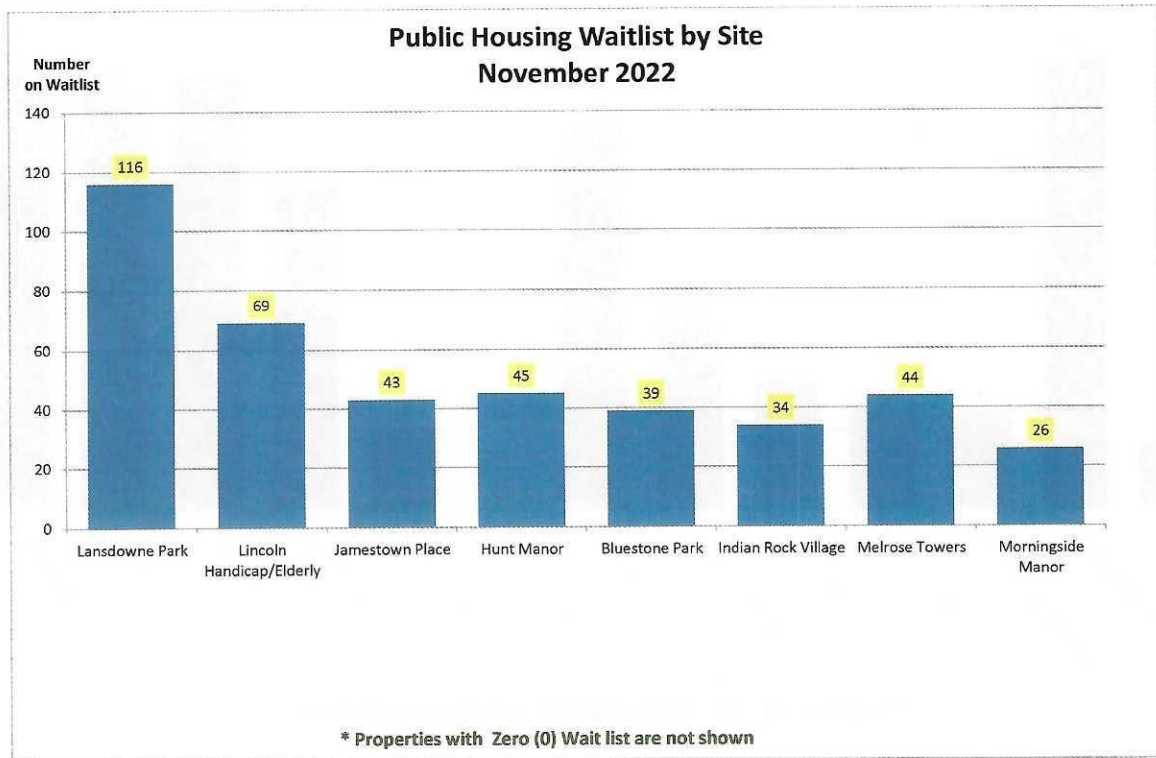
A property is identified as a PERFORMING Property if it has utility consumption not exceeding 120% of the agency average.



### Work Order Report from November 2022

Development	Number Emergency Work Orders	Number Emergency Work Orders completed within 24 hours	% of Emergency Work Orders completed within 24 hours	Total Non-Emergency Work Orders	Total Number of calendar days to complete Non-Emergency Work Orders	Average Completion Days
Lansdowne Park	25	25	100%	53	53	1
Village at Lincoln/Handicapped/ Elderly Cottages	0	0	100%	289	289	1
Hunt Manor/Bluestone Park	10	10	100%	38	38	1
Melrose Towers	3	3	100%	56	56	1
Jamestown Place	25	25	100%	45	45	1
Morningside Manor	8	8	100%	35	35	1
Indian Rock Village/53 Scattered	13	13	100%	75	75	1
<b>Total</b>	<b>84</b>	<b>84</b>	<b>100%</b>	<b>591</b>	<b>591</b>	<b>1</b>

A Property is identified as a PERFORMING Property if 98% of the Emergency Work Orders are completed within 24 hours or less and Non-Emergency Work Orders are completed in less than 25 days.



SECURITY ACTIVITIES  
MONTHLY REPORT  
NOVEMBER 2022



Public Housing Criminal Activity for the Month of November 2022 and the Fiscal Year 10/01/22 - 09/30/23

	Jamestown Place		Morningside Manor		Indian Rock Village		Bluestone Park		Lansdowne Park		Villages at Lincoln		Hunt Manor		Melrose Towers	
	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total
Aggravated Assault	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Auto Theft	1	1	0	0	0	0	0	0	1	2	1	1	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Homicide/Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	1	1	0	0	2	2	0	0	2	4	1	1	0	2	1	2
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1
Part I Crime Total	2	2	0	0	2	2	0	0	4	7	2	3	0	2	1	3
Destruction of Property	3	3	1	1	0	1	0	0	2	3	2	2	0	0	0	0
Disorderly Persons	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	1
Domestic Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Disorder	1	1	0	0	0	0	0	0	0	2	0	1	0	2	0	0
Domestic Simple Assault	0	0	0	0	1	1	0	0	1	3	1	1	0	1	0	0
Drug Offense	0	2	0	0	0	0	0	0	0	0	0	1	1	1	0	0
Family Offense (nonviolent)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Forgery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fraud	0	0	0	0	0	0	1	1	1	1	0	0	0	0	1	1
Gambling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0
Liquor Law	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Loitering	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Prostitution	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offense	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	4	7	1	2	0	1	1	1
Suicide/Attempt	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Tampering w/Vehicle	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Towed Vehicle	1	1	0	0	0	1	0	0	0	2	0	0	1	1	0	0
Trespassing	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons	0	0	0	0	1	1	0	0	1	1	0	1	2	3	0	0
Part II Crime Total	5	7	1	1	2	4	1	1	9	21	4	10	4	9	2	3
Auto Accident	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fire	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Part III Crime Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Area Total	7	9	1	1	4	6	1	1	13	28	6	13	4	11	3	6

0

## Public Housing Community vs. Site - Part 1 and Part II Crimes Percentage - November 2022

Part I Crime	MONTH		Site Rate Compared to Community	YEAR TO DATE		Site Rate Compared to Community	Site No. Per Household prior YTD	Site Rate YTD Compared to prior YTD	Community No. Per Household prior YTD	Community Rate YTD Compared to prior YTD
	No. Per Household			No. Per Household						
	Community	Site		Community	Site					
Jamestown Place	0.0119	0.0133	111.93%	0.0227	0.0133	58.71%	0.0867	84.62% ↑	0.0522	56.49% ↓
Morningside Manor	0.0119	0.0000	0.00%	0.0227	0.0000	0.00%	0.0095	100.00% ↑	0.0772	70.58% ↓
Indian Rock Village	0.0119	0.0250	209.86%	0.0227	0.0250	110.07%	0.0625	60.00% ↓	0.0772	70.58% ↓
Bluestone	0.0081	0.0000	0.00%	0.0181	0.0000	0.00%	0.0395	100.00% ↓	0.0776	76.64% ↓
Lansdowne Park	0.0052	0.0133	258.65%	0.0122	0.0233	191.88%	0.1433	83.72% ↑	0.0576	78.89% ↓
Villages at Lincoln	0.0052	0.0121	235.14%	0.0122	0.0182	149.52%	0.0909	80.00% ↓	0.0576	78.89% ↓
Hunt Manor	0.0052	0.0000	0.00%	0.0122	0.0208	171.32%	0.0729	71.42% ↑	0.0576	78.89% ↓
Melrose Towers	0.0052	0.0047	91.50%	0.0122	0.0142	116.37%	0.0236	40.04% ↑	0.0576	78.89% ↓

Part II Crime	MONTH		Site Rate Compared to Community	YEAR TO DATE		Site Rate Compared to Community	Site No. Per Household prior YTD	Site Rate YTD Compared to prior YTD	Community No. Per Household prior YTD	Community Rate YTD Compared to prior YTD
	No. Per Household			No. Per Household						
	Community	Site		Community	Site					
Jamestown Place	0.0185	0.0333	180.36%	0.0394	0.0467	118.41%	0.5067	90.79% ↑	0.2103	81.26% ↑
Morningside Manor	0.0185	0.0095	51.53%	0.0394	0.0095	24.16%	0.0762	87.50% ↑	0.2103	81.26% ↑
Indian Rock Village	0.0185	0.0250	135.27%	0.0394	0.0500	126.86%	0.3625	86.21% ↑	0.2103	81.26% ↑
Bluestone	0.0096	0.0132	137.19%	0.0210	0.0132	62.68%	0.3421	96.15% ↑	0.1411	85.12% ↓
Lansdowne Park	0.0156	0.0300	192.34%	0.0324	0.0700	216.16%	0.5467	87.20% ↑	0.1870	82.68% ↓
Villages at Lincoln	0.0156	0.0242	155.43%	0.0324	0.0606	187.15%	0.4000	84.85% ↓	0.1870	82.68% ↓
Hunt Manor	0.0156	0.0417	267.14%	0.0324	0.0938	289.50%	0.3021	68.97% ↑	0.1870	82.68% ↓
Melrose Towers	0.0156	0.0094	60.49%	0.0324	0.0142	43.70%	0.0425	66.70% ↑	0.1870	82.68% ↓

**SECTION 8 PROGRAMS**  
**MONTHLY OPERATIONS REPORT**  
**NOVEMBER 2022**

**Housing Choice Voucher Department  
Summary of Operations, Accomplishments and Challenges  
November 2022**

**Program Utilization**

The utilization rate for the Housing Choice Voucher (HCV) Department during the month of November 2022, reported at 86.0%. Currently, there are one hundred and sixty (160) Vouchers out for lease up. The average percentage of the Housing Assistance Payments (HAP), budget authority expense, for fiscal year 2022, is 99.8%.

**Inspections**

During the month of November 2022 the HCV Housing Quality Standards (HQS) Inspector conducted a total of ninety nine (99) inspections. This includes a total of twenty one (21) biennials and sixty three (63) initial inspections processed for moving families, in the HCV Program. Five (5) special inspection was conducted and ten (10) re-inspections were conducted. In addition, there were also eleven (11) HQS Quality Control Inspections that were conducted during the month of November 2022.

**Housing Choice Voucher Waiting List**

For the month of November 2022 the HCV Department conducted frequent briefings for all Special Program/Targeted Selection Vouchers and regular Choice Vouchers, including twenty five (25) applicants. There were four (4) port ins and zero (0) port outs recorded for the month of November 2022.

**Tenant Briefings**

RRHA will continue to monitor funding based on funding allocation and issuance of vouchers depending on funding availability. The HCV Clerical Assistant and Specialists provided customer service to a total of six hundred and eighty nine (689) clients; including six hundred and seventeen (617) tenants/applicants and seventy two (72) landlords during the month of November 2022. This number represents scheduled appointments and walk-in participants, such as landlords and HCV clients to sign contracts, complete recertification and/or interim documentation.

**Landlord Briefings**

The HCV staff has daily contact with current and prospective landlords with regard to explaining and answering various questions concerning the HCV Program and compliance. Daily landlord recruitment has been successful and is a strong suit for the HCV Team. In addition, RRHA continues to offer support to our HCV Landlords with any inquiries regarding the Landlord Portal, etc.

**Voucher Issuance Briefings**

The Housing Choice Voucher Department conducted numerous group and individual voucher briefings during the month of November 2022. Voucher briefings were performed with no more than 10 persons per briefing and strict adherence to social distancing guidelines, due to the COVID-19 pandemic restrictions.

### **Homeownership**

The program currently has eleven (11) HCV participants in the Homeownership Program. The Housing Choice Voucher (HCV) Homeownership Program allows families that are assisted under the HCV program to use their voucher to buy a home and receive monthly assistance in meeting homeownership expenses. Funding through the HCV program is used to assist with the mortgage payments.

### **Veteran Affairs Supportive Housing (VASH)**

The Veterans Affairs Supportive Housing (VASH) program was created by a partnership between HUD and the Veterans Administration for the sole purpose of providing housing for homeless veterans. HUD's total allocation of vouchers to RRHA for this program, is one hundred and twenty three (123) vouchers. For the month of November 2022, this program has ninety nine (99) leased vouchers. There are fifteen (15) searching for housing. Referrals are steadily being received from the Department of Veterans Affairs-Salem VA Medical Center.

### **Mainstream Vouchers**

The Mainstream Voucher program was awarded an additional fifty (50) Vouchers for the FY 2021, increasing the total allocation of vouchers for this program, to one hundred and eighty seven (187) vouchers. For the month of November 2022, this program has one hundred and seventy one (171) leased participants. There are two (2) searching for housing. Referrals are steadily being received from the City of Roanoke Homeless Assistance Team (HAT) and Blue Ridge Behavioral Healthcare.

### **Family Unification Program (FUP)**

HUD's Family Unification Program focuses on preventing family separation due to homelessness and easing the transition to adulthood for aging-out youth in Foster Care. A total of eighty one (81) vouchers have been allocated to the City of Roanoke Redevelopment and Housing Authority to serve this population. For the month of November 2022, this program has seventy seven (77) leased participants. The Specialist administering this Special Program has reached out to the Roanoke City and Roanoke County Departments of Social Services (DSS) advising four (4) referrals are currently available.

### **Emergency Housing Voucher Program (EHV)**

The Emergency Housing Voucher program is specifically designed for households who are homeless, at risk of homelessness, recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability; fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking. Effective July 1, 2021 a total of twenty six (26) vouchers have been allocated to the City of Roanoke Redevelopment and Housing Authority. All referrals for the program come through our Continuum of Care (CoC) community partner. For the month of November 2022, this program has twenty one (21) leased participants. The HCV Manager has reached out to our CoC Community Partner advising of five (5) referrals are currently available.

**HCV HQS Inspection Department  
Monthly Activity Report  
November 2022**

INSPECTION TYPE	# COMPLETE	# Passed	% PASSED	# FAILED	% FAILED
BIENNIAL	21	19	90.48%	2	9.52%
INITIALS	63	44	69.84%	19	30.16%
COMPLAINT	5	0	0.00%	5	100.00%
EMERGENCY	0	0	0.00%	0	0.00%
HQS REINSPECTIONS	10	7	70.00%	3	30.00%
HQS QUALITY CONTROL	11	3	27.27%	8	72.73%

TOTAL INSPECTIONS SCHEDULED	110
AVERAGE INSPECTIONS PER INSPECTOR PER DAY	5.50
AVERAGE INSPECTIONS PER FIELD DAY	5.50
NUMBER OF INSPECTORS	1
TOTAL WORKING DAYS	20



**Program Voucher Issuance By Month/Bedroom Size**  
**November 2022**

Month of Issue	1 Bdr	2 Bdr	3 Bdr	4 Bdr	5 Bdr	6 Bdr	Total Issued
October-22	14	5	8	3	0	0	30
November-22	14	6	4	1	0	0	25
December-22							
January-23							
February-23							
March-23							
April-23							
May-23							
June-23							
July-23							
August-23							
September-23							
<b>TOTALS</b>							

### Waitlist Applicant November 2022

Month	Number Selected / Interview ed Off	Number of NS WD	Number of Mail Ret.	Number of PC	Number of Other WD	Number Okay to Issue	Number of Files Pending	Notes
October-22	59	0	0	0	0	30	29	
November-22	24	0	0	0	0	25	4	
December-22								
January-23								
February-23								
March-23								
April-23								
May-23								
June-23								
July-23								
August-23								
September-23								
<b>TOTALS</b>	83	0	0	0	0	55	33	
<b>Meanings</b>								
NS = No Show PC = Preference Change, goes back on wait list Pending = Still waiting on information for qualification VB = Voucher Briefing WD = Withdrawn WD Mail = Withdrawn for Mail Returned WD Other = Withdrawn for owing debt, criminal history, or over income, etc.								

### SECTION 8 MONTHLY STATISTIC REPORT (CY)

PROGRAM NAME	UNIT MONTHS	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22
HOUSING CHOICE VOUCHERS	ALLOCATED	1,888	1,888	1,888	1,888	1,888	1,888	1,888	1,888	1,888	1,903	1,903	1,903
	LEASED	1,612	1,613	1,603	1,604	1,605	1,615	1,602	1,609	1,605	1,623	1,636	-
MAINSTREAM <small>Fund 310, 321, 322, 324, 327</small>	ALLOCATED	187	187	187	187	187	187	187	187	187	187	187	187
	LEASED	141	144	146	149	152	151	154	152	164	169	171	-
VASH (35) Fund 308	ALLOCATED	35	35	35	35	35	35	35	35	35	35	35	35
	LEASED	29	28	29	28	28	29	29	30	33	34	32	-
VASH (25) Fund 309	ALLOCATED	25	25	25	25	25	25	25	25	25	25	25	25
	LEASED	23	23	22	22	23	23	22	22	21	20	20	-
FUP (31) Fund 311	ALLOCATED	31	31	31	31	31	31	31	31	31	31	31	31
	LEASED	29	31	31	31	31	31	31	31	31	31	31	-
FUP (50) Fund 312	ALLOCATED	50	50	50	50	50	50	50	50	50	50	50	50
	LEASED	50	49	49	48	49	47	48	48	47	46	46	-
VASH (10) Fund 315	ALLOCATED	10	10	10	10	10	10	10	10	10	10	10	10
	LEASED	10	9	9	10	10	10	10	10	10	10	10	-
VASH (10) B Fund 316	ALLOCATED	10	10	10	10	10	10	10	10	10	10	10	10
	LEASED	8	7	7	8	8	9	8	8	7	8	8	-
VASH (10) C Fund 317	ALLOCATED	10	10	10	10	10	10	10	10	10	10	10	10
	LEASED	9	10	10	10	10	10	10	9	9	9	9	-
VASH (8) Fund 318	ALLOCATED	8	8	8	8	8	8	8	8	8	8	8	8
	LEASED	7	6	7	8	8	8	8	8	8	8	8	-
VASH (5) Fund 319	ALLOCATED	5	5	5	5	5	5	5	5	5	5	5	5
	LEASED	4	4	4	4	5	4	4	4	4	5	5	-
VASH (5) B Fund 320	ALLOCATED	5	5	5	5	5	5	5	5	5	5	5	5
	LEASED	5	5	5	5	5	5	5	5	5	5	5	-
VASH (5) C Fund 323	ALLOCATED	5	5	5	5	5	5	5	5	5	5	5	5
	LEASED	-	-	-	-	-	-	-	-	2	2	2	-
VASH (5) D Fund 326	ALLOCATED	5	5	5	5	5	5	5	5	5	5	5	5
	LEASED	-	-	-	-	-	-	-	-	-	-	-	-
VASH (5) E Fund 328	ALLOCATED	5	5	5	5	5	5	5	5	5	5	5	5
	LEASED	-	-	-	-	-	-	-	-	-	-	-	-
EMERGENCY HOUSING VOUCHER Fund 360	ALLOCATED	26	26	26	26	26	26	26	26	26	26	26	26
	LEASED	17	20	21	21	21	21	21	21	21	21	21	-

**VOUCHER UNITS LEASED  
CY 2022**

MONTH	TOTAL HUD AWARDED UNITS	TOTAL LEASED UNITS	DIFFERENCE AWARDED V/S LEASED	VOUCHERS ON STREET	MONTHLY ATTRITION	
					MOVE - IN	MOVE - OUT
JANUARY	2,092	1,786	306	97	10	2
FEBRUARY	2,092	1,785	307	81	12	9
MARCH	2,092	1,776	316	96	15	5
APRIL	2,092	1,778	314	55	11	5
MAY	2,092	1,781	311	104	13	2
JUNE	2,092	1,791	301	146	16	7
JULY	2,092	1,777	315	128	19	9
AUGUST	2,092	1,784	308	178	24	4
SEPTEMBER	2,092	1,782	310	158	32	5
OCTOBER	2,107	1,801	306	132	19	7
NOVEMBER	2,107	1,812	295	160	29	9
DECEMBER			-			

## SECTION 8 FY MONTHLY HAP EXPENDITURE ANALYSIS

HAP	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	YTD
FUNDING RECEIVED	\$ 1,096,319	\$ 852,803	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,949,122
ACTUAL HAP EXPENSE	\$ 1,165,361	\$ 1,182,011	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,347,372
VARIANCE	\$ (69,042)	\$ (329,208)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (398,250)
PERCENT VARIANCE	-6.30%	-38.60%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-20.43%
YTD VARIANCE	\$ (69,042)	\$ (398,250)	\$ (398,250)	\$ (398,250)	\$ (398,250)	\$ (398,250)	\$ (398,250)	\$ (398,250)	\$ (398,250)	\$ (398,250)	\$ (398,250)	\$ (398,250)	\$ (398,250)
<b>PUC</b>													
HUD FUNDED PUC	\$ 520.32	\$ 404.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77.09
ACTUAL PUC	\$ 647.06	\$ 652.32	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	\$ 649.70
VARIANCE	\$ (126.74)	\$ (247.58)	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	\$ (572.61)
PERCENT VARIANCE	-19.59%	-37.95%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-88.13%
<b>UNITS</b>													
HUD BASELINE UNITS	2,107	2,107	2,107	2,107	2,107	2,107	2,107	2,107	2,107	2,107	2,107	2,107	25,284
HUD FUNDED UNITS	2,107	2,107	2,107	2,107	2,107	2,107	2,107	2,107	2,107	2,107	2,107	2,107	25,284
FUNDED UNITS BASED ON													
ACTUAL HAP	1,694	1,307	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
ACTUAL UNITS LEASED	1,801	1,812	-	-	-	-	-	-	-	-	-	-	3,613
VARIANCE TO BUDGET	(107)	(505)	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
VARIANCE TO BASELINE	413	800	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
YTD VAR TO BASELINE	413	1,212	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
VARIANCE FUNDED	306	295	2,107	2,107	2,107	2,107	2,107	2,107	2,107	2,107	2,107	2,107	21,671
YTD VAR TO FUNDED	306	601	2,708	4,815	6,922	9,029	11,136	13,243	15,350	17,457	19,564	21,671	21,671
<b>ADMIN FEES</b>													
HUD FUNDS	\$ 111,049	\$ 106,530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 217,579
ACTUAL EXPENSE	\$ 79,112	\$ 76,924	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 156,036
VARIANCE	\$ 31,937	\$ 29,606	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,543
PERCENT	71.24%	72.21%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	71.71%
CUMULATIVE VARIANCE	\$ 31,937	\$ 61,543	\$ 61,543	\$ 61,543	\$ 61,543	\$ 61,543	\$ 61,543	\$ 61,543	\$ 61,543	\$ 61,543	\$ 61,543	\$ 61,543	\$ 61,543

THIS SHEET INCLUDES HCV, VASH, & FUP



## SECTION 8 CY MONTHLY HAP EXPENDITURE ANALYSIS

BUDGET VS ACTUAL	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	YTD
FUNDING BUDGET	\$ 1,093,266	\$ 1,093,266	\$ 1,093,266	\$ 1,164,356	\$ 1,138,018	\$ 1,036,889	\$ 1,036,889	\$ 1,036,889	\$ 1,036,889	\$ 1,081,082	\$ 1,099,962	\$ -	\$ 11,910,770
FUNDING RECEIVED	\$ 1,098,756	\$ 1,094,331	\$ 1,241,000	\$ 1,112,329	\$ 1,218,619	\$ 1,106,739	\$ 1,106,739	\$ 1,102,121	\$ 1,086,162	\$ 1,096,319	\$ 852,803	\$ -	\$ 12,115,918
VARIANCE	\$ (5,490)	\$ (1,065)	\$ (147,734)	\$ 52,027	\$ (80,601)	\$ (69,850)	\$ (69,850)	\$ (65,232)	\$ (49,273)	\$ (15,237)	\$ 247,159	\$ -	\$ (205,148)
PERCENT VARIANCE	-0.50%	-0.10%	-13.51%	4.47%	-7.08%	-6.74%	-6.74%	-6.29%	-4.75%	-1.41%	22.47%	#DIV/0!	-1.72%
YTD VARIANCE	\$ (5,490)	\$ (6,556)	\$ (154,290)	\$ (102,263)	\$ (182,864)	\$ (252,714)	\$ (322,565)	\$ (387,797)	\$ (437,070)	\$ (452,307)	\$ (205,148)	\$ (205,148)	\$ (410,296)
<b>REVENUE VS EXPENSE</b>													
FUNDING RECEIVED	\$ 1,098,756	\$ 1,094,331	\$ 1,241,000	\$ 1,112,329	\$ 1,218,619	\$ 1,106,739	\$ 1,106,739	\$ 1,102,121	\$ 1,086,162	\$ 1,096,319	\$ 852,803	\$ -	\$ 12,115,918
ACTUAL HAP EXPENSE	\$ 1,090,803	\$ 1,114,757	\$ 1,096,277	\$ 1,127,397	\$ 1,067,136	\$ 1,134,427	\$ 1,099,799	\$ 1,137,969	\$ 1,137,162	\$ 1,185,361	\$ 1,182,011	\$ -	\$ 12,353,099
VARIANCE	\$ 7,953	\$ (20,426)	\$ 144,723	\$ (15,068)	\$ 151,483	\$ (27,688)	\$ 6,940	\$ (35,848)	\$ (51,000)	\$ (69,042)	\$ (329,208)	\$ -	\$ (237,181)
PERCENT VARIANCE	0.72%	-1.87%	11.66%	-1.35%	12.43%	-2.50%	0.63%	-3.25%	-4.70%	-6.30%	-38.60%	#DIV/0!	-1.96%
YTD VARIANCE	\$ 7,953	\$ (12,473)	\$ 132,250	\$ 117,183	\$ 268,665	\$ 240,977	\$ 247,917	\$ 212,069	\$ 161,069	\$ 92,028	\$ (237,181)	\$ (237,181)	\$ (237,181)
<b>PUC</b>													
HUD FUNDED PUC	\$ 525.22	\$ 523.10	\$ 593.21	\$ 531.71	\$ 582.51	\$ 529.03	\$ 529.03	\$ 526.83	\$ 519.20	\$ 520.32	\$ 404.75	\$ -	\$ 481.77
ACTUAL PUC	\$ 610.75	\$ 624.51	\$ 617.27	\$ 634.08	\$ 598.84	\$ 633.40	\$ 618.91	\$ 637.87	\$ 638.14	\$ 647.06	\$ 652.32	#DIV/0!	\$ 628.53
VARIANCE	\$ (85.53)	\$ (101.41)	\$ (24.06)	\$ (102.38)	\$ (16.33)	\$ (104.37)	\$ (89.87)	\$ (111.05)	\$ (118.94)	\$ (126.74)	\$ (247.58)	#DIV/0!	\$ (146.76)
PERCENT VARIANCE	-14.00%	-16.24%	-3.90%	-16.15%	-2.73%	-16.48%	-14.52%	-17.41%	-18.64%	-19.59%	-37.95%	#DIV/0!	-23.35%
<b>UNITS</b>													
HUD BASELINE UNITS	2,092	2,092	2,092	2,092	2,092	2,092	2,092	2,092	2,092	2,107	2,107	2,107	25,149
HUD FUNDED UNITS	2,092	2,092	2,092	2,092	2,092	2,092	2,092	2,092	2,092	2,107	2,107	2,107	25,149
FUNDED UNITS BASED ON ACTUAL HAP	1,799	1,752	2,010	1,754	2,035	1,747	1,788	1,728	1,702	1,694	1,307	#DIV/0!	19,277
ACTUAL UNITS LEASED	1,786	1,785	1,776	1,778	1,782	1,791	1,777	1,784	1,782	1,801	1,812	-	19,654
VARIANCE TO BUDGET	13	(33)	234	(24)	253	(44)	11	(56)	(80)	(107)	(505)	#DIV/0!	(377)
VARIANCE TO BASELINE	293	340	82	338	57	345	304	364	390	413	800	#DIV/0!	5,872
YTD VAR TO BASELINE	293	633	714	1,052	1,109	1,454	1,758	2,122	2,512	2,924	3,724	#DIV/0!	5,872
VARIANCE FUNDED	306	307	316	314	310	301	315	308	310	306	295	2,107	5,495
YTD VAR TO FUNDED	306	613	929	1,243	1,553	1,854	2,169	2,477	2,787	3,093	3,388	5,495	5,495
<b>ADMIN</b>													
HUD FUNDED FEES	98,562	98,562	121,832	96,291	163,358	99,799	99,799	99,799	124,131	111,049	106,530	-	1,219,712
ACTUAL EXPENSE	97,916	70,091	79,697	72,193	83,973	71,023	99,542	79,692	78,686	79,112	76,924	-	\$ 888,849
VARIANCE	\$ 646	\$ 28,471	\$ 42,136	\$ 24,098	\$ 79,385	\$ 28,776	\$ 257	\$ 20,107	\$ 45,445	\$ 31,937	\$ 29,606	\$ -	\$ 330,863
PERCENT	99.34%	71.11%	65.42%	74.97%	51.40%	71.17%	99.74%	79.85%	63.39%	71.24%	72.21%	#DIV/0!	72.87%
CUMULATIVE VARIANCE	\$ 646	\$ 29,116	\$ 71,252	\$ 95,350	\$ 174,735	\$ 203,511	\$ 203,768	\$ 223,875	\$ 269,320	\$ 301,257	\$ 330,863	\$ 330,863	\$ 330,863

THIS SHEET INCLUDES HCV, VASH, & FUP



RESIDENT SERVICES REPORT  
NOVEMBER 2022

FY2021 Family Self-Sufficiency

Grant Period - 01/01/22-12/31/22

FSS Coordinators: Ashlee Rice, Steph Parsley, Raven Paige

Current Number of Participants: 125

FSS Enrollments: 1

FSS Terminations: 2

FSS Completions: 0

Total Number of Participants With Escrow Accounts: 38

Total Amount in Escrow: \$141,567.87

November 2022

Service Coordination				
ITEM	DESCRIPTION	GOAL	ACTUAL	PCT
1	New Families Enrolled	42	26	61.90%
2	Families Continuing in CoP Program	150	134	89.33%
3	Families Graduated from CoP Program	12	8	66.66%
4	Individuals Served	130	50	38.46%
Child Care				
ITEM	DESCRIPTION	GOAL	ACTUAL	PCT
5	Families Referred to Child Care	10	4	40%
Education				
ITEM	DESCRIPTION	GOAL	ACTUAL	PCT
6	Adult Basic Education (ABE) Participation	3	1	33.33%
7	Adult Basic Education (ABE) Completions	2	0	0%
8	High School Diploma/GED Course Participation	5	2	40%
9	High School Diploma/GED Certificate Awards	2	0	0%
10	English as a Second Language (ESL) Participation	2	0	0%
11	English as a Second Language (ESL) Completions	1	0	0%
12	Post-Secondary Classes Participation	5	3	60%
13	Post-Secondary Classes Completions	2	0	0%
14	Job/Technical Training Certifications	15	0	0%
15	Associate's Degree Obtained	1	0	0%
16	Bachelor's Degree Obtained	1	0	0%
Employment				
ITEM	DESCRIPTION	GOAL	ACTUAL	PCT
17	Employment Obtained	35	11	31.42%
18	Employment Increased from Part-Time to Full-Time	5	0	0%
19	Job Promotions/Changes Resulting In Increased Wages	15	4	26.66%
20	Job Retention Activities Participation	15	0	0%
21	Job Retention Activities Completions	10	0	0%
22	Maintained Employment for Longer than One Year	20	3	15%
23	Employment with Health Benefits	30	17	56.66%

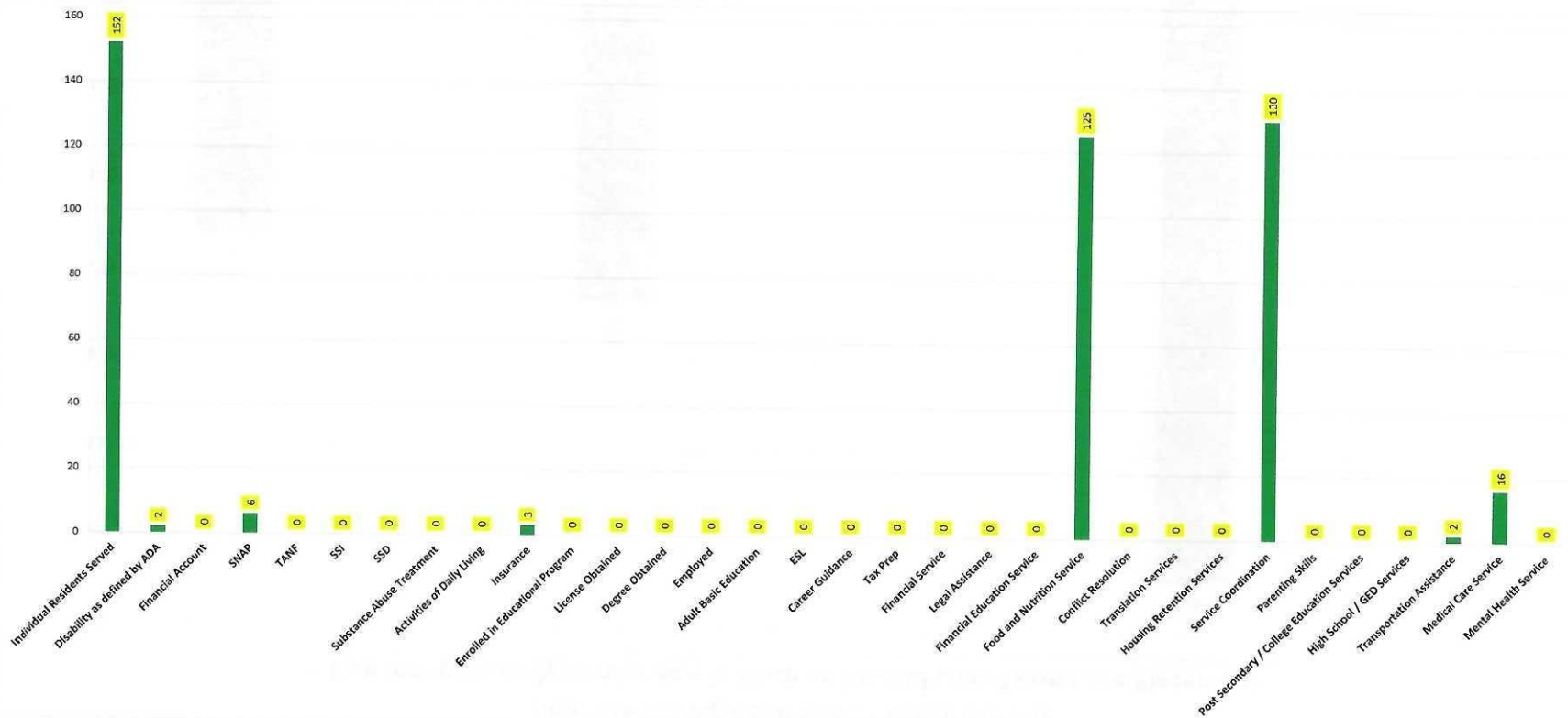
Training				
ITEM	DESCRIPTION	GOAL	ACTUAL	PCT
24	Job Preparation/Counseling Enrollments	20	1	5%
25	Job Preparation/Counseling Completions	20	0	0%
26	Job/Technical Training Enrollments	15	1	6.66%
27	Job/Technical Training Completions	10	0	0%
28	Parenting/Household Skills/Life Skills Enrollments	10	0	0%
29	Parenting/Household Skills/Life Skills Completions	8	0	0%
Finances				
ITEM	DESCRIPTION	GOAL	ACTUAL	PCT
30	Escrow Account Established	25	1	4%
31	IDA Established	2	0	0%
32	Individualized Financial Counseling Participation	25	11	44%
33	Individualized Financial Counseling Completions	20	0	0%
34	Classroom Financial Education Participation	5	1	20%
35	Classroom Financial Education Completions	3	0	0%
36	Tax Preparation Assistance Provided	2	0	0%
37	Earned Income Tax Credit (EITC) Received	2	0	0%
Health				
ITEM	DESCRIPTION	GOAL	ACTUAL	PCT
38	Health Care Referrals	10	4	40%
39	Mental Health Referrals	20	2	10%
40	Substance Abuse Referrals	5	0	0%
Housing				
ITEM	DESCRIPTION	GOAL	ACTUAL	PCT
41	Homeownership Counseling Participation	10	2	20%
42	Homeownership Counseling Completions	5	6	120%
43	No Longer Needs Rental Assistance	5	0	0%
44	Purchased Home With HCV Assistance	1	0	0%
45	Purchased Home Without HCV Assistance	1	1	100%
Transportation				
ITEM	DESCRIPTION	GOAL	ACTUAL	PCT
46	Transportation Assistance Participation	10	1	10%
47	Transportation Assistance Completions	10	2	20%

## 202 ROSS Service Coordinator - All Public Housing Sites (Grant Funded)

Grant Period: 6/1/2021 - 5/30/2024

Reporting Period: November 2022

Service Coordinators: Letia Harris, Denise White



\*ITSP - Individual Training and Service Plan

\*GED - General Education Development



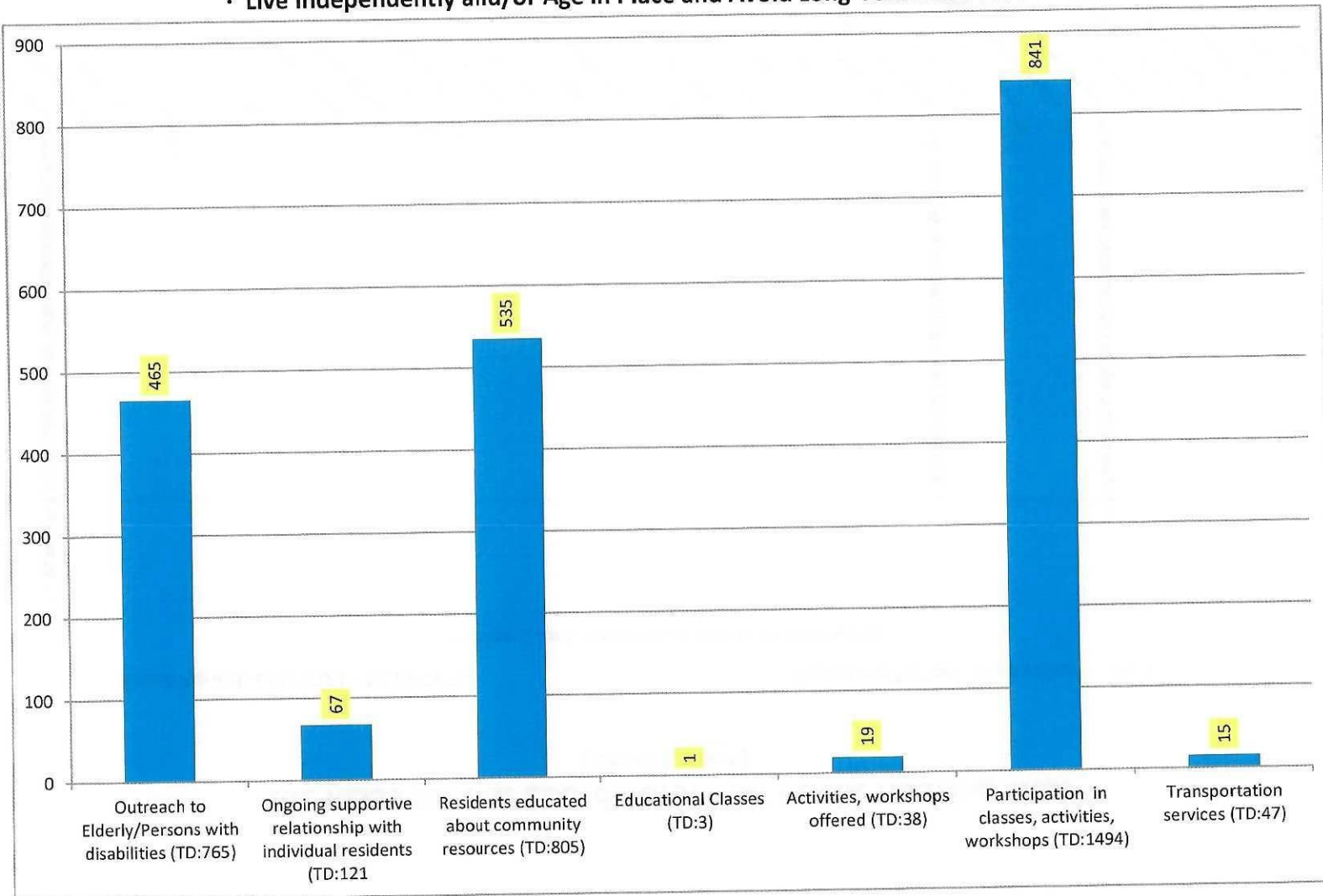
# Elderly & Disabled - Melrose Towers (*Operations Funded*)

Coordinator: Barbara James

November 2022

## Outcome Goals:

- Improved Living Conditions / Quality of Life
- Live Independently and/or Age in Place and Avoid Long-Term Care Placement



**Jobs Plus Board Report**  
**November 2022**

Jobs Plus Report

Grant Period: 4/26/20-6/30/2025

Program Manager- Melissa Gish

Case Managers Brianna Ferrell, Sylvia Williams, Deidra Preston

November 2022; Q4

ITEM	DESCRIPTION	GOAL	TOTALS
1	Number of Work-able Residents (PIC)		285
2	Current Residents with Jobs Plus Assessment (CM)		63
3	Percent of Work-able Residents Who Are Employed (PIC)		41.05% Data: 117/285
4	Percent of Current Residents with a Jobs Plus Assessment and Who Are Employed (CM)		55.55% Data: 35/63
5	Percent of Work-able Residents Employed at Living Wage (PIC)		0.00% Data: 0/285
6	Number of Youth 14-17 Years Old (PIC)		88
7	Work-able Residents Who Connected with a Jobs Plus Community Coach	15	Quarter: 5
8	Number of Jobs Plus Events	15	Quarter: 6 Total: 32
9	Adults Who Attended a Jobs Plus Event	30	Quarter: 6
10	Residents Who Completed a Jobs Plus Assessment	20	Quarter: 8 Total: 63
11	Participants With a Post-Assessment Service Through Jobs Plus	10	Quarter: 22 Total: 45
12	Participants Who Met with a Case Manager	20	Quarter: 24 Total: 56
13	Participants Enrolled in Employment Readiness Program	2	Quarter: 2 Total: 7
14	Participants Enrolled in Training/Certification Program	0	Quarter: 0 Total: 0
15	Participants Who Completed a Training/Certification Program	0	Quarter: 0 Total: 0
16	Participants Provided with Job Search Assistance	15	Quarter: 1 Total: 26
17	Participants Beginning New Part-Time Employment	5	Quarter: 0 Total: 7
18	Participants Beginning New Full-Time Employment	5	Quarter: 2 Total: 10
19	Participants Moving to a New Job or Changing From Part-Time to Full-Time Employment	1	Quarter: 2 Total: 3
20	Participants Continuously Employed for 90 Days or Longer	2	Quarter: 9
21	Participants Continuously Employed for 180 Days or Longer	1	Quarter: 8



22	Participants Employed On or Before Their Assessment Date and Were Employed in the Current Quarter	4	Quarter: 23 Need: 7
23	Participants Enrolled in a High School Equivalency Program	2	Quarter: 0 Total: 0
24	Participants Who Received a High School Equivalency Credential	0	Quarter: 0 Total: 0
25	Participants Enrolled in a College Degree Program	1	Need: 1 Quarter: 0 Total: 0
26	Participants Who Graduated from a College Degree Program	0	Quarter: 0 Total: 0
27	Participants Receiving Financial Coaching or Education	4	Need: 25 Quarter: 0 Total: 8
28	Participants in an IDA Program	0	Quarter: 0 Total: 0
29	Participants Opening a Bank Account	0	Need: 8 Quarter: 1 Total: 2
30	Participants Receiving Legal Assistance	0	Need: 0 Quarter: 0 Total: 0
31	Participants with Access to Physical Health Care	1	Need: 2 Quarter: 1 Total: 1
32	Participants with Access to Behavioral Health Care	1	Need: 9 Quarter: 0 Total: 10
33	Participants Receiving Child Care Assistance	2	Need: 5 Quarter: 0 Total: 1
34	Participants Receiving Transportation Assistance	4	Need: 8 Quarter: 0 Total: 8
35	Youth Employed in Jobs/Internships	0	Quarter: 0 Total: 0
36	Youth Receiving Financial Literacy Information	0	Quarter: 0 Total: 0
37	Youth Enrolled in Job Training Opportunities	0	Quarter: 0 Total: 0
38	Youth Enrolled in Extracurricular Educational Opportunities	0	Quarter: 0 Total: 0
39	Individuals Enrolled in JPEID	20	Quarter: 6 Total: 63
40	Households Enrolled in JPEID	20	Quarter: 10 Total: 40
41	Participants who Chose FSS Escrow Rather Than JPEID	0	Quarter: 0 Total: 0