

NEW YORK STATE HOMES & COMMUNITY RENEWAL
Neighborhood & Rural Preservation Programs
2020-2021 ANNUAL PERFORMANCE REPORT for Program Participants

Directions: Please submit the Annual Performance Report for the organization **via email** to: NRPP@nyshcr.org. By completing page 15, the organization acknowledges and certifies that the information provided is true and accurate. The information contained in this report will be used in HCR's Annual Report to the Legislature for the Neighborhood and Rural Preservation Programs.

2020-21 Annual Performance Report must be returned by Friday, September 24, 2021

Preservation Program

Contract Program Year:

SHARS ID#:

Date of Latest Approved Workplan:

Date Form Completed:

Program Participant:

Mailing Address:

City:

State: **NY**

Zip Code:

County:

Telephone Number:

Email Address (for publication):

Internet Web Site (if applicable):

Executive Director:

Board Chair:

Executive Director Email Address:

Contact Person, if other than ED:

Title:

Email Address for Contact:

Federal Employer ID#:

Charitable Registration Number:

Work Plan Activities: Please indicate the Work Plan activities from the 2020-21 Grant Agreement. The funds provided were for the administration, planning, and implementation of the Work Plan activities checked below.

ACTIVITIES	<i>Check Appropriate Work Plan Activities</i>
Property Rehabilitation and Construction	
Client Assistance	
Community Renewal	

Exhibit A - Property Rehabilitation and Construction

Property Rehabilitation and Construction Activities	Numbers from Approved Work Plan		ACTUAL Numbers from 2020-21 Program Year			Activities Completed Outside the N/RPP Service Area
	Units in Progress	Units Completed	Units in Progress	Units Completed	Total Units	Total Units (In Progress & Completed)
OWNER OCCUPIED Property Rehabilitation and Construction						
Home Improvement (up to \$25,000)						
Home Rehabilitation (\$25,000 and above)						
New Construction						
TENANT Property Rehabilitation and Construction						
Home Improvement (up to \$25,000)						
Home Rehabilitation (\$25,000 and above)						
New Construction						
NON-RESIDENTIAL Property Rehabilitation and Construction						
Capital Improvements (up to \$25,000/unit)						
Capital Improvements (\$25,000 and above)						
New Construction						

Exhibit A - Property Rehabilitation and Construction

In narrative format, describe the tasks completed under ***Property Rehabilitation and Construction*** (Exhibit A). Please describe completed projects and / or projects that are still in progress or were delayed from 7/1/20 through 6/30/21. Include the location, work done, funding amount, and sources. Do not copy and paste from prior applications and / or APRs.

Exhibit B - Client Assistance

Client Assistance Activities	Numbers from Approved Work Plan		Actual Numbers from 2020-21 Program Year			Activities Performed Outside N/RPP Service Area	
	# Individuals ≤ 90% AMI	# Individuals > 90% AMI	# Individuals ≤ 90% AMI	# Individuals > 90% AMI	TOTAL	# Individuals ≤ 90% AMI	# Individuals > 90% AMI
Financial Capability / Pre-Purchase Counseling							
Reverse Mortgage / HECM							
Resolving / Preventing mortgage Delinquency							
Post-Purchase Counseling Non-Delinquency							
Evictions Prevented							
Tenant Assistance / Rental Counseling							
Subsidy Assistance							
Relocation Assistance / Mobility Counseling							
Homeless Assistance							
Entering / Returning to Work Force							
Assistance to Mobile / Manufactured Homes							
Down Payment / Closing Assistance							
Mortgages/Loans Obtained*							
For loans above (*) sum in dollars							
PROPERTY MANAGEMENT	Properties	Units	Properties	Units		Total Units	Total Units
Total Number							
TENANT ASSOCIATIONS	Number of Associations	Number of Tenants	Number of Associations	Number of Tenants		Number of Associations	Number of Tenants
Total Number							

Exhibit B - Client Assistance

In narrative format, please describe the tasks completed under **Client Assistance (Exhibit B)**. List specific activities, funding sources, etc. from 7/1/20 through 6/30/21. Please explain any trends the organization observed related to an increase or decrease in assistance. Do not copy and paste from prior applications and / or APRs.

Exhibit C - Community Renewal

Community Renewal Activities	Numbers from Approved Work Plan		Actual Numbers from 2020-21 Program Year		Activities Performed Outside N/RPP Service Area
	Total Projects to be In-Progress	Total Projects Completed	Total Projects to be In-Progress	Total Projects Completed	Total Project In-Progress/ Completed
INFRASTRUCTURE - Assistance to Neighborhoods/ Municipalities					
PLANNING - Assistance to Neighborhoods/Municipalities					
GRANTS - Assistance to Neighborhoods/Municipalities	Grants Written	Grants Administered	Grants Written	Grants Administered	Grants Written and Administered
Totals					
PARTNERSHIPS CREATED	Total		Total		
With local agencies					
With the private sector					
With statewide or national nonprofits					
PROGRAMS	Number of Programs	Number of Individuals Served	Number of Programs	Number of Individuals Served	
Block Clubs / Neighborhood Associations					
Youth Programs					
Food Assistance (i.e. Food Bank / Pantry)					

Exhibit C - Community Renewal

In narrative format, describe the tasks completed under Community Renewal (Exhibit C). List municipalities assisted, grants written; grants awarded from 07/01/20 through 06/30/21. Provide details, explain partnerships and how these grants and partnerships have benefited the service area. Do not copy and paste from prior applications and / or APRs.

Please use the space below to provide additional information regarding the organization's 2020-21 Preservation Program activities in the service area. HCR is particularly interested in projects that have been successful and may be replicated by other organizations. These activities may be highlighted by HCR.

Please use the space below to discuss work completed outside of the organization's service area.

Budget - Total Salaries

Please complete this section by providing the name and title of each staff person whose salary was funded (all or in part) with **2020-21** Preservation Program funds. In Column B, indicate the amount each staff person was funded using **Preservation Program Funds only**. In Column C, please provide the total annual salary paid to each Preservation Program funded employee.

A	B	C
Staff Person Name, Title	Salary Portion Funded by Preservation Program Funds	Total Annual Salary
TOTALS		
TOTAL Number Of Employees		
TOTAL Number Of PRESERVATION PROGRAM Employees		

Proposed Budget to Actual Budget
07/01/2020 to 06/30/2021

This column
should be copied
directly from the
approved 2020-21
Grant Agreement.

This column
contains the actual
expenses for the
2020-21 program
year.

A	B	C
Item	NPP / RPP Approved Budget	NPP / RPP Actual Expenditures
Personnel Services		
Total Salaries		
Total Fringe Benefits		
Total Personnel Services		
Regulated Other Than Personnel Services (OTPS)		
Insurance/Bonding		
Professional Services - Agency Audit		
Professional Services - Legal		
Professional Services - Other (Define):		
Professional Services - Other (Define):		
Equipment		
Regulated OTPS Other (Define):		
Regulated OTPS Other (Define):		
Total Regulated OTPS		
General Other Than Personnel Services (OTPS)		
Rent/Mortgage		
Utilities (Phone, Electric, Etc.)		
Office Supplies		
Printing/Postage		
Travel		
Bank Charges (not interest)		
General OTPS Other (Define):		
General OTPS Other (Define):		
Total General OTPS		
TOTAL BUDGET		

Total Annual Administrative Budget:

2020-21 NPP Funding was: \$91,223.02 and RPP funding was: \$89,827.59
Be sure the Preservation Program Funds Total Budget at the bottom of Column C is correct.

State Funding Sources 07/01/2020 to 06/30/2021 (Match)

If the organization was awarded **state** funding to support / bolster preservation activities during the program year, please fill out this section. Differentiate how much of the award supported administrative functions (i.e. salaries; fringe, etc.) and how much of the award was used to support non-administrative functions (i.e. capital projects).

STATE	AMOUNT OF MATCH		
Agency/Program Name	Administrative	Non-Administrative	
Affordable Home Ownership Development Program (AHC)			
Affordable Rental Housing Program			
Homeless Housing Assistance Program (HHAP)			
Homeless Prevention Program			
Homeless Rehousing Assistance Program			
Housing Shelter Allowance			
Housing Opportunities for Persons with AIDS (HOPWA)			
Housing Trust Fund (HTF) - NOT NPP/RPP			
Legislative Member Item Program (MIP)			
New York Main Street (NYMS)			
Buffalo Main Street Initiative (BMSI)			
Access to Home (ACSS)			
Access to Home - Medicaid (MRTL)			
Access to Home Veterans (ACSV)			
RESTORE			
Rural Rental Assistance Program (RRAP)			
Other:			
Other:			
Other:			
Other:			
Other:			
Other:			
Other:			
Other:			
Other:			
TOTAL STATE			

Federal Funding Sources 07/01/2020 to 06/30/2021 (Match)

If the organization was awarded **federal** funding to support / bolster preservation activities during the program year, please fill out this section. Differentiate how much of the award supported administrative functions (i.e. salaries; fringe, etc.) and how much of the award supported non-administrative functions (i.e. capital projects).

FEDERAL	AMOUNT OF MATCH		
Agency/Program Name	Administrative	Non-Administrative	
Community Development Block Grant			
Community Services Block Grant			
Federal Housing Administration (FHA)			
HEAP			
HOPE			
HUD 202			
HUD Comprehensive Housing Counseling			
HOME			
Low Income Housing Tax Credits			
Rural Housing Services (USDA)			
Section 8			
Weatherization (WAP)			
Other:			
Other:			
Other:			
Other:			
Other:			
Other:			
TOTAL FEDERAL			

Local and Private Funding Sources 07/01/2020 to 06/30/2021 (Match)

If the organization was awarded **local or private** funding to support / bolster preservation activities during the program year, please fill out this section. Differentiate how much of the award supported administrative functions (i.e. salaries; fringe, etc.) and how much of the award supported non-administrative functions (i.e. capital projects).

LOCAL	AMOUNT OF MATCH	
Agency/Program Name	Administrative	Non-Administrative
Municipal Program		
Permanent Housing for Homeless		
Other:		
Other:		
Other:		
Other:		
Other:		
Other:		
TOTAL LOCAL		

PRIVATE	AMOUNT OF MATCH	
Agency/Program Name	Administrative	Non-Administrative
Building Revenue (Management Fees)		
Bank, Identify:		
Bank, Identify:		
Bank, Identify:		
Equity and Developers Fees		
Individual Fundraisers		
Foundations/Corporate Contributions		
Local Utility (NYSEG, National Grid, ConEd, etc.)		
Other:		
Other:		
Other:		
TOTAL PRIVATE		

In-Kind Funding Sources 07/01/2020 to 06/30/2021 (Match)

If applicable, please explain any in-kind funding sources that supported preservation activities during the program year. An in-kind contribution is a non-monetary contribution. Goods or services offered free or at less than the usual charge can also be considered in an in-kind contribution.

IN-KIND	AMOUNT OF MATCH		
Agency/Program Name	Administrative	Non-Administrative	
Personnel Services			
Identify:			
Identify:			
Identify:			
Other than Personnel Services			
Identify:			
Identify:			
Identify:			
TOTAL IN-KIND			

Describe the in-kind source, including the method for determining the dollar value associated with the service. This is not optional.

FUNDING SOURCE TOTALS	TOTAL MATCH		SOURCE TOTAL	
	Administrative	Non-Administrative		
State				
Federal				
Local				
Private				
In-Kind				
GRAND TOTAL				

Certification of Annual Report

I certify that all information **contained in this report is true and accurate** and that the organization, noted below,

is in compliance with Article XVI or XVII of the Private Housing Finance Law, the Rules and Regulations of Article XVI or XVII and the N/RPP Manual.

Signature Executive Director:

Signature Board Chair: