

SOUTH BEND HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING

APRIL 2024

Transforming Communities



HASB MISSION

IT IS THE MISSION OF THE HOUSING AUTHORITY OF SOUTH BEND (HASB) TO PROVIDE SAFE AND AFFORDABLE HOUSING ASSISTANCE TO INDIVIDUALS AND FAMILIES IN A MANNER THAT IS RESPECTFUL, PROFESSIONAL AND SERVICE- ORIENTED. THE HASB IS COMMITTED TO MAXIMIZE ITS EXISTING RESOURCES AND WORK IN PARTNERSHIP WITH THE COMMUNITY TO ASSIST RESIDENTS IN REACHING INDIVIDUAL AND FAMILY GOALS, INCLUDING THOSE OF SELF-SUFFICIENCY, THROUGH EDUCATION, INCREASING EMPLOYMENT AND HOMEOWNERSHIP OPPORTUNITIES.



BOARD OF COMMISSIONERS MEETING

APRIL 2024

ROLL CALL

MEETING MINUTES

NEW BUSINESS

EXECUTIVE DIRECTORS REPORT:

- FAMILY SELF SUFFICIENCY
- ASSET MANAGEMENT (Public Housing and Housing Choice Voucher)
- FINANCE
- DEVELOPMENT and PROCUREMENT

BOARD MEMBERS COMMENTS

PUBLIC COMMENT

MEETING ADJOURNED

**THE HOUSING AUTHORITY OF THE
CITY OF SOUTH BEND, INDIANA**

**THE HOUSING AUTHORITY OF THE
CITY OF SOUTH BEND, INDIANA**

REGULAR BOARD MEETING MINUTES

501 Alonzo Watson Drive South Bend In 46601

March 26th, 2024 @ 9 a.m.

<https://zoom.us/j/8612582297?pwd=S0h3aWozWR1MFVoYzNIQ01SQloxdz09>

Meeting ID: 861 258 2297 Passcode: W8Pk1B

CALL TO ORDER:

Commissioner Calvin called the meeting to order at 9:00 a.m.

ROLL CALL:

Commissioner Calvin, Commissioner Luecke, Commissioner Chamblee, Commissioner Daniel, Commissioner McNally.

HASB STAFF:

Marsha Parham-Green; Executive Director, Deborah Mobley; Director of PH, Lori Wallace; Director of HCV (Housing Choice Voucher), Andy Delaney; CFO, Katherine Bailey; Family Self Sufficiency Coordinator, Pamela Rogers, Administrative Assistant to Executive Director/Board Secretary, Princess Thomas, Executive Director

OTHERS:

Attorney J. Harris

Public

Rodney Gadson South Bend Tenant Association
Sarah Schaefer City of South Bend
Camille Sarabia South Bend Tribune
Doris Agnew HASB Resident
Kyong Koehle HASB Resident

OLD BUSINESS:

Commissioner Chamblee moved to approval of Minutes from the February 2024, board of commission meetings, Commissioner McNally seconded the motion. The vote was as follows.

Commissioner Luecke **AYE**
Commissioner Chamblee **AYE**
Commissioner Daniel **AYE**
Commissioner McNally **AYE**
Commissioner Calvin **AYE**

Executive Director Report –

Reported, the ACOP and Administrative Plan must be approved in the April 2024 meeting.

Resolution to change the name of South Bend Avenue to South Bend Commons. The signage will be changed and presented to the board before installation. Landscaping will be improved at the site and will request assistance from the City of South Bend for campus improvements.

Offering a Flexible Spending Account (FSA) for employees effective 4/1/2024. The plan will be front loaded by the PHA (Public Housing Authority) and reimbursed via payroll deduction.

Evaluating lower cost benefit package which may constitute a mid-year change. More to come as the new plan is developed.

Continuing to work with CVR and Community Foundation to develop a phased approach to redevelopment, demolition/disposition, or RAD (Rental Assistance Demonstration)

Pam Rogers will be transitioning to a new position that will involve the establishment of an Asset Management plan effective April 1, 2024. Creation of a procurement plan for maintenance procurement.

Vote for Resolution 24-4413

Commissioner Luecke **AYE**

Commissioner Chamblee **AYE**

Commissioner Daniel **AYE**

Commissioner McNally **AYE**

Commissioner Calvin **AYE**

Family Self Sufficiency (FSS)

FSS Coordinator reported 66 participants enrolled in the FSS program. Of the FSS participants 57 are HCV program participants, 9 are Public Housing, and 37 Participants have escrow accounts with an overall total of \$9,744.00 in escrow. Two (2) participants terminated from the FSS program during this reporting period.

A new gift card incentive program will be implemented to allocate unused escrow funds to incentive the current participants to continue working on their goals. A new program for FSS participants will start effective May 8, 2024, which will score the FSS participants based on their achievements. It is intended to help the participants save money. For example, there will be a budgeting class in which the participant will create an action plan, for the participants to participate in and achieve their goals. She calls it Earn Money While You Learn.

A letter from a participant in the program, expressing how the FSS impacted her life for the better. She also stated how she is incredibly grateful for the program and is doing better for herself.

We will host a graduation in the Summer and the Winter of each year celebrating the achievements of the graduates and would like the Commissioners to participate in the ceremony.

LOW-INCOME PUBLIC HOUSING (LIPH)

The Director of Public Housing reported 1,172 on the waiting list as of February 2024. Currently, there are 221 vacancies across the AMPs, however, we have 14 leased from March which will reduce the total number of vacancies. No emergency work orders in February, across the AMPs. We also had 2 transfers, and we have 5 units that we are waiting on contractors' complete work to turn over the units for occupancy.

Annuals 98%/100%; growth from prior rate of 68%.

Beginning to implement an intentional plan to collect delinquencies and collections for PH residents. There are a considerable number of debts that must be paid to the agency that have not been adequately addressed in the past due to staffing.

Commissioner McNally wants to redesign the report to reflect the summary report's history and accurately reflect achievements.

HOUSING CHOICE VOUCHER PROGRAM (HCVP)

Director of HCV reviewed the HCV Budget authority. To date, the HCV program has spent \$3,609,728 of the \$22,000,000 allocated. For February, the HCV Program spent \$1,808,751 on HAP (Housing Assistance Payments) expenses. The program is allocated 2,343 vouchers and as of February 29, 2024, 2,185 were leased. The Average Per Unit Cost remains higher than budgeted.

Lori reviewed the portfolio, showing 98% utilization in the HCV program and 100% utilization in the FYI (Foster Youth to Independence) program. The family self-sufficiency program is required to fill 19 slots but has filled 55, due to Katherine's hard work.

The HCV waiting list has not moved as we are working through the backlog of files for applicants who have already attended orientation briefings. In February, we were administering 2,333 vouchers and issued 60 vouchers. Lori explained the lag in the voucher success rate as applicants have up to 120-days to lease up.

The processing numbers were reviewed. The interim queue numbers were higher than last month due to increased reports of changes in income from tenants.

Gilson Inspections completed 266 inspections in February. 15 of the 55 initial inspections required reinspection. 57 of the 113 annual inspections required reinspection. There were five special inspections completed due to tenant complaints.

Finance

CFO provided highlights of the financial reports by AMP, COCC, and HCV.

Future reports will include specific information regarding Capital Funds expenditures and allocations .

Administrative salaries and overall salary expenses will increase due to continued efforts to fill vacancies across the agency.

Commissioner McNally asked for specific information regarding expenditures of Capital Fund resources. The expenses are reflected in other categories such as maintenance to save Capital Fund for future development financial support.

Also, much of the money will be reimbursed by the city based on their commitment to assist in the funding and reimbursement of scattered site improvements.

Contractors are being used for major improvements. Commissioner McNally requested to see more detail on how the funds are being spent. Director Parham committed to work toward that goal. Also including funds from other sources to clear the vacancies across the enterprise.

PUBLIC COMMENTS

Attorney Jewell recommended that all public comments follow a public comment document which should be developed. Building a framework for future meetings.

District Two (2) of South Bend Representative - Ophelia Gooden-Rodgers

Offered complaints from two residents regarding heating the units with space heaters. Resident complained about heat in her unit, indicating she has been consistently without heat throughout her tenancy. Also complained about the elevators and bed bugs. She was upset that she was not made aware of all units that had bed bug issues.

A second resident of 501 Building said his furnace was not operational and commented on information provided to him by other residents. He indicated that he does not utilize his stove to heat his unit.

The Second District representative requested an update on the matter and wanted to ensure residents did not receive retaliation because of stepping forward. The complaints were general in nature and not all comments were specific to the experiences of the persons presenting at the meeting.

Rodney Gadson, representing South Bend Tenant Association expressed concerns about retaliation from the Housing Authority. Expressed concern about heat and water in units. Asked how long it takes to address the maintenance issues at the properties.

Offered the question regarding how long the Rabbi Shulman will remain unoccupied or demolished .

Directors Report Agenda

- I. FAMILY SELF SUFFICIENCY REPORT
- II. LOW INCOME PUBLIC HOUSING
- III. HOUSING CHOICE VOUCHER PROGRAM
- IV. FINANCE REPORT
- V. REAL ESTATE, INVESTMENT and DEVELOPMENT

FSS Program Participates

The Family Self Sufficiency Program (FSS) promotes the development of local strategies to coordinate public and private resources that help housing choice voucher program participants and public housing tenants obtain employment that will enable participating families to achieve economic independence.

	Number FSS Participants enrolled	HCV Program Participants	LIPH Program Participants	Number with Escrow Accounts	Total Amount of Escrow Accounts
January 2024	67	58	9	39	\$99,437.00
February 2024	66	57	9	37	\$97,044.00
March 2024	64	55	9	37	\$104,851.00
April 2024					
May 2024					
June 2024					
July 2024					
August 2024					
September 2024					
October 2024					
November 2024					
December 2024					

***December 2023 (balance \$92,241.00)**

Board Report April 2024

- Janella Davis, City of South Bend HUD Counselor, and a member of our Program Coordinating Committee spoke at March's Monthly meeting on credit counseling and homeownership. She has agreed to meet with participants individually to create an action plan for increasing their credit scores.
- FSS continues using gift cards as an incentive program to increase participation and help participants achieve their goals.
- Termination (1) HCV Over income (0) and Public Housing.

LOW INCOME PUBLIC HOUSING (LIPH)

	Jan 2024	Feb	Mar			
Waiting List	1253	1172	1433			

AMP	Property	Total Units	Units Occupied	Units Vacant	Units under Vacancy Reduction Program with a Contractor
1	Monroe Circle				
	Laurel Court	42	25	17	
	Harbor Homes	54	35	19	
2	Rabbi Shulman/628				
	West Scott /501	127	67	60	
	Quads	52	45	7	
3	South Bend Avenue	20	17	1	2 units office/ 1 Officer
	Edison Gardens	19	18	1	
	Twyckenham	18	15	3	
	Scattered Sites 09	47	34	14	0
	Scattered Sites 10	66	46	20	0
4	LaSalle Landing	24	20	4	0
	Scattered Sites 12	44	25	19	0
	Scattered Sites 17	55	31	24	0
	Scattered Sites 18	31	10	21	0
TOTAL		599	388	210	

Workorders Property	Emergency			Routine		
	January 2024	February 2024	March 2024	January 2024	February 2024	March 2024
Monroe Circle Plaza Apts.						
Laurel Court	0	0	0	19	25	24
Lasalle Landing	0	0	0	38	14	16
South Bend Avenue	0	0	0	7	13	15
Westcott Apts.	1	0	0	71	49	57
Harbor Homes	0	0	0	17	36	26
Scattered Sites (IN15-09)	0	0	0	18	12	18
Scattered Duplexes (10)	0	0	0	23	31	24
Edison Gardens	0	0	0	12	5	12
Twyckenham	0	0	0	5	5	8
Scattered Sites (IN15-12)	0	0	0	16	10	8
Acquisition Scattered Sites (IN15-17)	0	0	0	11	6	29
Scattered Sites (IN15-18)	0	0	0	7	10	4
Non-Tenant work orders	0	0	0	23	3	8
Totals	1	0	0	267	219	250

	MARCH CHARGED	2024 PAID
Laurel Court	\$ 4,026.81	\$ 5,465.81
LaSalle Landing	\$ 7,610.52	\$ 9,688.00
South Bend Avenue	\$ 8,769.00	\$ 9,976.00
Westcott	\$ 33,706.45	\$32,097.61
Harbor Homes	\$ 7,096.42	\$ 9,052.00
Scattered Sites (15-09)	\$ 9,895.00	\$13,247.16
Scattered Sites (15-10)	\$ 10,448.13	\$10,814.66
Edison	\$ 6,216.00	\$ 7,292.00
Twyckenham	\$ 2,832.00	\$ 2,870.00
Scattered (15-12)	\$ 8,339.00	\$ 7,671.40
Scattered (15-17)	\$ 12,036.00	\$14,405.00
Scattered (15-18)	\$ 3,659.00	\$ 5,193.57
Total	\$ 114,634.33	\$127,773.21

Still working on rehabs in all areas

Enspire was here April 10, 11 and 12

4 scattered sites leased up.

15 in progress should be done by the end of April some are in the 501 bldg.

6 units ready in the 501 bldg. (but heat issues)

5 units ready in the 501 bldg. (but plumbing issues)

The Public Housing waiting list will be closing April 30 at 5pm.

Housing Choice Voucher (HCV) Program - March 2024

**Housing Authority of the City of South Bend
Budget Authority Worksheet
March 2024 (As of March 1, 2024)**

Description	\$ Budgeted	\$ Expended	\$ Available
<u>Voucher Budget Authority (VBA):</u>			
Annual HAP	\$ 22,000,000	\$ 5,406,783	\$ 16,593,217
Monthly HAP	\$ 1,833,333	\$ 1,797,055	\$ 36,278
Description	Number Per Month Budgeted	Number Per Month Leased	Number Per Month Available
Monthly Average # of UNITS	2,343	2,182	161
Description	Avg. Per Unit Per Month Budgeted	Avg. Per Unit Per Month Expended	
Monthly Per Unit HAP	\$ 823	\$ 828	

PHA NAME

Housing Program Portfolio M/E 3/31/2024

Program	Description	# Allotted	# Filled	Vouchers Issued
HCV	Housing Choice Voucher – Federally funded rental assistance program provides assistance towards rent and utilities on behalf of the family.	2,343	2,182	90
PBV	Project-Based Vouchers	18	0	
FYI	Foster Youth to Independence – Provides vouchers for individuals at least 18 years old, and not more than 24 years of age, and who has left foster care, or will leave foster care within 90 days, and is homeless or is at risk of becoming homeless.	15	15	1
Total Allocation		2,377	2,197	#REF!

Current Lease Rate	Program Potential	Potential Lease Rate
94%	2,287	98%
0%	0	0%
94%	16	100%
93%	2,303	97%

Ports

Description	#	Vouchers Issued
Incoming	121	5
Outgoing	15	

Program Potential
126
15

Family Self-Sufficiency

Description	# Allotted	# Filled
Enables families assisted through the Housing Choice Voucher (HCV) program, to increase their earned income and reduce their dependency on welfare assistance and rental subsidies. Under the FSS program, low-income families are provided opportunities for education, job training, counseling and other forms of social service assistance, while living in assisted housing, so they can obtain skills necessary to achieve self-sufficiency.	19	53

Housing Choice Voucher Metrics FY 10/2023-9/2024												
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept
Leasing Activity Report	2,298	2,309	2,321	2,329	2,333	2,318						
Utilization Rate	92.0%	92.4%	93.7%	94.2%	94.5%	93.8%						
Waiting List Report	1,424	1,274	1,273	1,273	1,272	1,272	1,272					
Vouchers Issued Report	51	51	29	15	60	47	12					
Voucher Success Rate	70.6%	61.5%	55.2%	60.0%	19.6%	24.5%						

HCV Process Report FY 10/2023-9/2024												
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept
Reexaminations	141	128	145	131	155	154						
Interim Changes	65	65	73	86	141	99						
EOPs	20	11	14	22	16	19						

HCV Move About Report FY 10/2023-9/2024												
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept
Port Ins	2	1	4	2	0	0						
Port Outs	0	1	1	0	1	1						
Tenants Moving About	18	20	16	14	17	12						

Housing Authority of South Bend HQS Inspections Monthly Quality Control Report For March 2024											
Number of Inspections											
Scheduled	Completed	Annual	Reinspection	Initials	Initial Re-inspect	Abatement Insp.	Special	Moved Out	Not Completed		
289	274	129	55	59	15	14	2	10			
Passed	1st Time Fail	Abate	Moved Out	No Show	24 Hr	Weather/Deferred	Refused				
191	32	18	10	27	2	0	18				
No Show Rate				9%							
Initial Inspections Carried Out					RTAs						
Total		Passed		Failed		Received		Scheduled			
74		61		13		72		56			
E-mails		Calls/Texts									
24 Hours		2		2							



March 2024, Financial Report
For the April 23, 2024, Board Meeting

Prepared for the Executive Director
And the Board of Commissioners

Capital Expenditures (Grants)

Grant Year	Awarded	Expended	Remaining Balance	Action taken
2021	\$2,312,210.00	\$2,312,210.00	0.00	Development Planning/Demolition
2022	\$2,840,654.00	\$2,840,654.00	0.00	Vacancy Reduction
2023	\$2,848,334.00	\$123,460.00	\$2,841,684.00	Vacancy Reduction and other Capital Activities
2021 PH Shortfall	\$1,137,401.00	\$769,349.00	first allocation = 0 Second allocation 0.00 Third allocation \$368,052.00	South Bend Avenue/ Vacancy Reduction Planning \$368,052 available 2024
2022 PH Shortfall	\$1,548,904.00	\$875,461.00	\$673,443	Vacancy Reduction AMPS 3 and 4 Funds available 2024
2022 Water Infiltration Safety	\$912,000.00	\$0.00	\$912,000.00	AMPS 3 and 4
Total	\$11,599,503.00	\$6,921,134.00	\$4,678,369.00	

Capital Expenditures 10/1/2023 - 3/31/2024

Total capital expenditures

Voucher Number	Voucher Date	Grant Yr	Reporting Vendor	Line #	Name	Amount	1	2	3	4
092-011096929	10/5/2023	2022	2024 James-mile	1480	5,979.59 quad g3 - rehab		\$ 5,979.59			\$ 5,979.59
092-011097699	10/11/2023	2023	2024 DAWGS	1480	R SCHULMAN- window covering		\$ 6,650.00			\$ 6,650.00
092-011098296	10/17/2023	2022	2024 kevins horr	1480	4715 portism- tub replace ceiling	\$ 2,250.00				\$ 2,250.00
092-011099133	10/24/2023	2022	2024 pro source	1480	FLOORING					\$ -
092-011099133	10/24/2023	2022	2024 C Houghtoi	1480	315 TUXEDO- REHAB					\$ 21,800.00
092-011099133	10/24/2023	2022	2024 kevins horr	1480	PORTSMOUTH- REHAB	\$ 7,000.00				\$ 7,000.00
092-011099133	10/24/2023	2022	2024 LEE'S SUPP	1480	181.55 514 27th - toilet					\$ 181.55
092-01100191	11/1/2023	2022	2024 James-mile	1480	501 APT 224 - TUB/COUNTER		\$ 400.00			\$ 400.00
092-01100191	11/1/2023	2022	2024 veterans ur	1480	301 BOSTON REHAB	\$ 15,984.00				\$ 15,984.00
092-01100951	11/7/2023	2022	2024 D.C.R.Corr	1480	quad h-1 furnace		\$ 10,700.00			\$ 10,700.00
092-01100951	11/7/2023	2022	2024 C Houghtoi	1480	230 s 36th st- soft repair			\$ 2,500.00		\$ 2,500.00
092-01100951	11/7/2023	2022	2024 kevins horr	1480	4701 portismouth - rehab	\$ 15,500.00				\$ 15,500.00
092-01102154	11/16/2023	2022	2024 D.C.R.Corr	1480	2010 S. BROOKFIELD - FURNACE					\$ 5,300.00
092-01103348	11/28/2023	2022	2024 C Houghtoi	1480	1845 fremont- rehab					\$ 15,000.00
092-01103348	11/28/2023	2022	2024 epic remod	1480	427 laurel court- rehab	\$ 9,600.00				\$ 9,600.00
092-01103348	11/28/2023	2022	2024 kevins horr	1480	425 quads - A4 - REHAB		\$ 10,000.00			\$ 10,000.00
092-01103348	11/28/2023	2022	2024 veterans ur	1480	315 BOSTON - REHAB	\$ 12,448.00				\$ 12,448.00
092-01103348	11/28/2023	2022	2024 epic remod	1480	433 LAUREL CT - REHAB	\$ 17,200.00				\$ 17,200.00
092-01103348	11/28/2023	2022	2024 pro-source	1480	425 QUAD - A4 - FLOORING		\$ 1,615.43			\$ 1,615.43
092-01103820	12/1/2023	2022	2024 pro roofing	1480	1809 FREMONT- ROOF					\$ 8,000.00
092-01103820	12/1/2023	2022	2024 pro roofing	1480	BERTRAND- ROOF					\$ 5,350.00
092-01103820	12/1/2023	2022	2024 pro roofing	1480	1331 VIKING - ROOF					\$ 6,600.00
092-01103820	12/1/2023	2022	2024 pro roofing	1480	1121 ST LOUIS BLV- ROOF					\$ 5,400.00
092-01105350	12/12/2023	2022	2024 epic remod	1480	121 legan - rehab exterior			\$ 12,500.00		\$ 12,500.00

692-01105350	12/12/2023	2022	2024 C Houghton	1480	1840 meade - rehab	15,000.00			\$ 15,000.00
092-01105350	12/12/2023	2022	2024 kevins horr	1480	4721 wiliamsburg - rehab	7,000.00	\$ 7,000.00		\$ 7,000.00
092-01105350	12/12/2023	2022	2024 veterans ur	1480	321 boston - rehab	3,270.00	\$ 3,270.00		\$ 3,270.00
092-01105350	12/12/2023	2022	2024 kevins horr	1480	1710 renfrew - flooring	600.00		\$ 600.00	\$ 600.00
092-01105350	12/12/2023	2022	2024 cdliamberg	1480	hazard training, consulting	5,700.00		\$ 2,850.00	\$ 2,850.00
092-01105590	12/13/2023	2022	2024 pro roofing	1480	1710 renfrew - roof	8,800.00		\$ 8,800.00	\$ 8,800.00
092-01105590	12/13/2023	2022	2024 pro roofing	1480	1725 warren - roof	5,700.00		\$ 5,700.00	\$ 5,700.00
092-01105590	12/13/2023	2022	2024 pro roofing	1480	1624 dayton- roof	4,650.00		\$ 4,650.00	\$ 4,650.00
092-01105590	12/13/2023	2022	2024 pro roofing	1480	1217 bissell- roof	7,600.00		\$ 7,600.00	\$ 7,600.00
092-01106391	12/19/2023	2022	2024 kevins horr	1480	4726 perthsmouth - rehab	12,817.00	\$ 12,817.00		\$ 12,817.00
092-01106673	12/23/2023	2022	2024 D.C.R.Corf	1480	1811 fremont- furnance	13,500.00		\$ 13,500.00	\$ 13,500.00
092-01109332	1/17/2024	2022	2024 C Houghton	1480	8,000.00 rehab	8,000.00		\$ 8,000.00	\$ 8,000.00
092-01109332	1/17/2024	2022	2024 harris and :	1480	1040 laurel ct - rehab	15,000.00	\$ 15,000.00		\$ 15,000.00
092-01109332	1/17/2024	2022	2024 harris and :	1480	1053 laurel ct - rehab	15,000.00	\$ 15,000.00		\$ 15,000.00
092-01110293	1/25/2024	2022	2024 D.C.R.Corf	1480	LAWRENCE - FURNACE	7,772.40	\$ 7,772.40		\$ 7,772.40
092-01111826	2/6/2024	2022	2024 veterans ur	1480	4709 jamestown - rehab	19,530.00	\$ 19,530.00		\$ 19,530.00
092-01111826	2/6/2024	2022	2024 kevins horr	1480	415 boston - rehab	21,827.00	\$ 21,827.00		\$ 21,827.00
092-01111826	2/6/2024	2022	2024 D.C.R.Corf	1480	2918 macarthur - furnance	7,300.00	\$ 7,300.00		\$ 7,300.00
092-01112759	2/13/2024	2022	2024 epic remod	1480	29,500.00 121logan - rehab	29,500.00	\$ 29,500.00		\$ 29,500.00
092-01112759	2/13/2024	2022	2024 C Houghton	1480	2519 marquette - rehab	15,000.00		\$ 15,000.00	\$ 15,000.00
092-01113022	2/15/2024	2022	2024 RACKLEY R	1480	501 bid - water mitigation	4,638.20	\$ 4,638.20		\$ 4,638.20
092-01113702	2/21/2024	2022	2024 RENO & CF	1480	496.00 real estate legal	117.11	\$ 103.33	\$ 172.22	\$ 103.34
092-01114445	2/27/2024	2022	2024 C Houghton	1480	502 ironwood - rehab	12,000.00		\$ 12,000.00	\$ 12,000.00
092-01114445	2/27/2024	2022	2024 kevins horr	1480	1122 chalfant - rehab	19,303.00	\$ 19,303.00		\$ 19,303.00
092-01114445	2/27/2024	2022	2024 larry m bon	1480	1122 chalfant - floor drain	475.00	\$ 475.00		\$ 475.00
092-01114445	2/27/2024	2022	2024 kevins horr	1480	1125 campeaur- rehab	13,770.00		\$ 13,770.00	\$ 13,770.00
092-01114445	2/27/2024	2022	2024 veterans ur	1480	501 bid- apt 235 - rehab	2,375.00	\$ 2,375.00		\$ 2,375.00
092-01114445	2/27/2024	2022	2024 veterans ur	1480	501 bid- apt 328 - rehab	875.00	\$ 875.00		\$ 875.00

092-01114445	2/27/2024	2022	2024 veterans ur	1480	501 bid - apt 116 - rehab	1,325.00	\$	1,325.00			\$	1,325.00
092-01114445	2/27/2024	2022	2024 veterans ur	1480	501 bid - apt 204 - rehab	2,345.00	\$	2,345.00			\$	2,345.00
092-01114445	2/27/2024	2022	2024 veterans ur	1480	501 bid - apt 221 - rehab	1,725.00	\$	1,725.00			\$	1,725.00
092-01114445	2/27/2024	2022	2024 veterans ur	1480	501 bid - apt 407 - rehab	2,535.00	\$	2,535.00			\$	2,535.00
092-01115378	3/5/2024	2022	2024 D.C.R.Corf	1480	526 ST Vincent - lumace	13,166.00	\$		13,166.00		\$	13,166.00
092-01115378	3/5/2024	2022	2024 D.C.R.Corf	1480	QUAD M-2 - FURNACE	7,704.00	\$	7,704.00			\$	7,704.00
092-01115378	3/5/2024	2022	2024 action glas	1480	121 LOGAN - WINDOWS	1,060.25	\$	1,060.25			\$	1,060.25
092-01115378	3/5/2024	2022	2024 C Houghton	1480	526 29TH - REHAB	13,500.00	\$	13,500.00			\$	13,500.00
092-01115378	3/5/2024	2022	2024 epic remod	1480	1101 N TWYCK - REHAB	24,900.00	\$	24,900.00			\$	24,900.00
092-01115378	3/5/2024	2022	2024 pro-source	1480	15,602.40 FLOORING	4,693.83	\$	4,510.27	3,880.94		\$	4,510.27
092-01115378	3/5/2024	2022	2024 pro-source	1480	10,401.80 FLOORING	3,129.22	\$	3,096.85	2,587.29		\$	3,096.85
092-01116399	3/12/2024	2022	2024 harris & son	1480	1027 LAUREL - REHAB	13,200.00	\$	13,200.00			\$	13,200.00
092-01116399	3/12/2024	2022	2024 harris & son	1480	1019 LAUREL - REHAB	6,551.52	\$	6,551.52			\$	6,551.52
092-01116400	3/12/2024	2023	2024 harris & son	1480	1019 LAUREL - REHAB	8,448.48	\$	8,448.48			\$	8,448.48
092-01117358	3/19/2024	2023	2024 epic remod	1480	1030 n twyck - rehab	18,000.00	\$	18,000.00			\$	18,000.00
092-01117358	3/19/2024	2023	2024 kevins horr	1480	444 Kentucky - rehab	16,510.00	\$		16,510.00		\$	16,510.00
092-01118306	3/26/2024	2023	2024 veterans ur	1480	501 big - apt 120 rehab	3,425.00	\$	3,425.00			\$	3,425.00
092-01118306	3/26/2024	2023	2024 veterans ur	1480	501 big - apt 330 rehab	2,425.00	\$	2,425.00			\$	2,425.00
092-01118306	3/26/2024	2023	2024 veterans ur	1480	501 big - apt 222 rehab	4,640.00	\$	4,640.00			\$	4,640.00
092-01118306	3/26/2024	2023	2024 veterans ur	1480	501 big - apt 122 rehab	3,375.00	\$	3,375.00			\$	3,375.00
092-01118306	3/26/2024	2023	2024 harris and :	1480	522 S 28TH - REHAB	12,900.00	\$	12,900.00			\$	12,900.00
092-01118306	3/26/2024	2023	2024 kevins horr	1480	2042 BEVERLY - REHAB	16,229.00	\$		16,229.00		\$	16,229.00
092-01118306	3/26/2024	2023	2024 harris and :	1480	510 s 28th - rehab	11,900.00	\$		11,900.00		\$	11,900.00

\$ 687,305.42

\$ 206,918.71 \$ 80,658.60 \$ 183,369.99 \$ 216,368.12

Capital Expenditures 10/1/2023 - 3/31/2024

Rehab units

Voucher Number	Voucher Date	Grant Yr	Reporting FYE	Vendor Name	Line #	Amount	AMP 1	AMP 2	AMP 3	AMP 4
092-01096929	10/5/2023	2022	2024	James-miles remodeling	1480	5,979.59		5,979.59		
				quad g3 - rehab						\$ 5,979.59
				315 TUXEDO-						
092-01099133	10/24/2023	2022	2024	C Houghton & a willis const	1480	21,800.00				21,800.00
				REHAB						\$ 21,800.00
092-01099133	10/24/2023	2022	2024	kevins home remodel	1480	7,000.00		7,000.00		
				4721 PORTSMOUTH-						
				REHAB						\$ 7,000.00
092-01100191	11/1/2023	2022	2024	veterans united services	1480	15,964.00		15,964.00		
				301 BOSTON REHAB						\$ 15,964.00
092-01100951	11/7/2023	2022	2024	kevins home remodel	1480	15,500.00		15,500.00		
				rehab						\$ 15,500.00
092-01103348	11/28/2023	2022	2024	C Houghton & a willis const	1480	15,000.00		15,000.00		
				1845 fremont- rehab						\$ 15,000.00
092-01103348	11/28/2023	2022	2024	epic remodel	1480	9,600.00		9,600.00		
				427 laurel court-						\$ 9,600.00
092-01103348	11/28/2023	2022	2024	kevins home remodel	1480	10,000.00		10,000.00		
				425 quads - A4 -						\$ 10,000.00
				REHAB						
092-01103348	11/28/2023	2022	2024	veterans united services	1480	12,448.00		12,448.00		
				315 BOSTON -						\$ 12,448.00
				REHAB						
092-01103348	11/28/2023	2022	2024	epic remodel	1480	17,200.00		17,200.00		
				433 LAUREL CT -						\$ 17,200.00
				REHAB						
092-01105350	12/12/2023	2022	2024	epic remodel	1480	12,500.00		12,500.00		
				121 logan - rehab						\$ 12,500.00
092-01105350	12/12/2023	2022	2024	C Houghton & a willis const	1480	15,000.00		15,000.00		
				1840 meade -rehab						\$ 15,000.00
092-01105350	12/12/2023	2022	2024	kevins home remodel	1480	7,000.00		7,000.00		
				4721 williamsburg -						\$ 7,000.00
092-01105350	12/12/2023	2022	2024	veterans united services	1480	3,270.00		3,270.00		
				321 boston -rehab						\$ 3,270.00
092-01106391	12/19/2023	2022	2024	kevins home remodel	1480	12,817.00		12,817.00		
				4726 portsmouth -						\$ 12,817.00
092-01109332	1/17/2024	2022	2024	C Houghton & a willis const	1480	8,000.00		8,000.00		
				1811 fremont- rehab						\$ 8,000.00
092-01109332	1/17/2024	2022	2024	harris and sons groundskeepi	1480	15,000.00		15,000.00		
				1040 laurel ct - rehab						\$ 15,000.00
092-01109332	1/17/2024	2022	2024	harris and sons groundskeepi	1480	15,000.00		15,000.00		
				1053 laurel ct - rehab						\$ 15,000.00
092-01111826	2/6/2024	2022	2024	veterans united services	1480	19,530.00		19,530.00		
				4709 jamesdown -						\$ 19,530.00
092-01111826	2/6/2024	2022	2024	kevins home remodel	1480	21,827.00		21,827.00		
				415 boston - rehab						\$ 21,827.00
092-01112759	2/13/2024	2022	2024	epic remodel	1480	29,500.00		29,500.00		
				121 logan - rehab						\$ 29,500.00
092-01112759	2/13/2024	2022	2024	C Houghton & a willis const	1480	15,000.00		15,000.00		
				2519 marquette -						\$ 15,000.00
				rehab						
092-01114445	2/27/2024	2022	2024	C Houghton & a willis const	1480	12,000.00		12,000.00		
				502 ironwood - rehab						\$ 12,000.00

Capital Expenditures 10/1/2023 - 3/31/2024
Other capital expenses

Voucher Number	Voucher Date	Grant Yr	Reporting FYE	Vendor Name	Line #	Amount	1	2	3	4
092-01097699	10/11/2023	2023	2024	DAWGS	1480	6,650.00		\$ 6,650.00		\$ 6,650.00
092-01098296	10/17/2023	2022	2024	kevins home r	1480	2,250.00		\$ 2,250.00		\$ 2,250.00
092-01099133	10/24/2023	2022	2024	pro source	1480	20,072.64				\$ -
092-01099133	10/24/2023	2022	2024	LEE'S SUPPLY	1480	181.55				\$ 181.55
092-01100191	11/1/2023	2022	2024	James-miles r	1480	400.00		\$ 400.00		\$ 400.00
092-01100951	11/7/2023	2022	2024	D.C.R. Corpora	1480	10,700.00		\$ 10,700.00		\$ 10,700.00
092-01100951	11/7/2023	2022	2024	C Houghton &	1480	2,500.00		\$ 2,500.00		\$ 2,500.00
092-01102154	11/16/2023	2022	2024	D.C.R. Corpora	1480	5,300.00				\$ 5,300.00
092-01103348	11/28/2023	2022	2024	pro-source	1480	1,615.43		\$ 1,615.43		\$ 1,615.43
092-01103820	12/1/2023	2022	2024	pro roofing an	1480	8,000.00				\$ 8,000.00
092-01103820	12/1/2023	2022	2024	pro roofing an	1480	5,350.00				\$ 5,350.00
092-01103820	12/1/2023	2022	2024	pro roofing an	1480	6,600.00				\$ 6,600.00
092-01103820	12/1/2023	2022	2024	pro roofing an	1480	5,400.00				\$ 5,400.00
092-01106350	12/12/2023	2022	2024	kevins home r	1480	600.00				\$ 600.00
092-01106350	12/12/2023	2022	2024	cdlambert & a	1480	5,700.00		\$ 2,850.00		\$ 2,850.00
092-01106590	12/13/2023	2022	2024	pro roofing an	1480	8,800.00				\$ 8,800.00
092-01106590	12/13/2023	2022	2024	pro roofing an	1480	5,700.00				\$ 5,700.00

092-01105590	12/13/2023	2022	2024 pro roofing an	1480	4,650.00	1624 dayton-roof	\$	4,650.00	\$	4,650.00
092-01105590	12/13/2023	2022	2024 pro roofing an	1480	7,600.00	1217 bissell-roof 1710 renfrew-			\$	7,600.00
092-01106673	12/21/2023	2022	2024 D.C.R.Corpor	1480	13,500.00	furnance 1124			\$	13,500.00
092-01110293	1/25/2024	2022	2024 D.C.R.Corpor	1480	7,772.40	LAWRENCE - FURNACE		\$	7,772.40	
092-01111826	2/6/2024	2022	2024 D.C.R.Corpor	1480	7,300.00	2918 macarthur - furnance		\$	7,300.00	
092-01113022	2/15/2024	2022	2024 RACKLEY RES	1480	4,638.20	501 bid - water mitigation	\$	4,638.20		\$
092-01113702	2/21/2024	2022	2024 RENO & CAVA	1480	496.00	real estate legal	\$	117.11	\$	103.33
092-01114445	2/27/2024	2022	2024 larry m bond	1480	475.00	1122 challant - floor drain		\$	475.00	
092-01115378	3/5/2024	2022	2024 D.C.R.Corpor	1480	13,166.00	526 ST Vincent - furnace		\$	13,166.00	
092-01115378	3/5/2024	2022	2024 D.C.R.Corpor	1480	7,704.00	QUAD M-2 - FURNACE	\$	7,704.00		
092-01115378	3/5/2024	2022	2024 action glass	1480	1,060.25	121 LOGAN - WINDOWS		\$	1,060.25	
092-01115378	3/5/2024	2022	2024 pro-source	1480	15,602.40	FLOORING	\$	2,517.96	\$	4,693.83
092-01115378	3/5/2024	2022	2024 pro-source	1480	10,401.60	FLOORING	\$	1,678.24	\$	3,129.22

\$ 6,562.71 \$ 39,634.01 \$ 26,996.99 \$ 96,919.12

\$ 170,112.83

March 2024 Financial Overview

	AMP 1	AMP 2	AMP 3	AMP 4	COCC	HAP	HAP ADM	FSS
2024 Budget - Revenue	\$1,105,014	\$1,804,202	\$1,107,783	\$1,254,310	\$1,532,626	\$22,028,426	\$2,333,237	\$99,400
Oct - March Revenue Projection	\$552,507	\$902,101	\$553,892	\$627,155	\$766,313	\$11,014,213	\$1,166,619	\$49,700
ACTUAL REVENUE	\$513,356	\$1,010,640	\$631,949	\$469,327	\$448,518	\$12,835,702	\$1,471,046	\$15,920
Prior Year Revenue	\$513,768	\$642,732	\$556,484	\$459,705	\$508,767	\$8,895,568	\$1,165,670	\$40,102
2024 Budget - Expense	\$1,046,587	\$1,813,736	\$1,056,916	\$1,165,406	\$1,088,541	\$22,028,426	\$2,215,228	\$99,400
Oct - March Projected Expense	\$523,293	\$906,868	\$528,458	\$582,703	\$544,270	\$11,014,213	\$1,107,614	\$49,700
Actual EXPENSE	\$372,875	\$678,827	\$463,227	\$422,060	\$495,982	\$10,997,681	\$1,221,127	\$33,565
Prior Year Expense	\$422,089	\$680,070	\$522,007	\$445,655	\$565,039	\$8,990,942	\$1,030,278	\$40,102
2024 Budget - Net Income	\$58,427	-\$9,534	\$50,867	\$88,904	\$444,085	\$0	\$118,009	\$0
Oct - March Projected Net Income	\$29,214	-\$4,767	\$25,434	\$44,452	\$222,043	\$0	\$59,005	\$0
Actual Net Income Before depreciation	\$140,481	\$331,813	\$168,722	\$47,267	-\$47,464	\$1,838,021	\$249,919	-\$17,645
Prior Year Net Income	\$91,679	-\$37,338	\$34,477	\$14,050	-\$56,272	-\$95,374	\$135,392	\$0

April HAP Funds received as of March 31 2024

\$1,871,121

\$125,075

South Bend LIPH
 FY 2024
 October 1, 2023-September 30, 2024

AMP 1

UML
 ACC units

Description	FYE 24 Budget	3.31.24 fye ytd	3.31.23 fye	3.31.24 fye	% of Budget
		actuals	ytd actuals	ytd budget	
Revenue					
Rental Income	135,401	61,918	94,864	67,701	91%
Other Tenant Income	19,339	4,743	11,725	9,670	49%
Other Income	2,588	-	1,683	1,294	0%
Fraud Income					
Grant Income					
Operating Subsidy	855,908	446,695	405,496	427,954	104%
HAP Subsidy					
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)	91,778	-	-	45,889	0%
Bookkeeping Fee					
Management Fee					
Total Revenue	1,105,014	513,356	513,768	552,507	93%
Expenses					
Administrative Salaries	152,409	48,090	48,777	76,205	63%
Office Expense	32,325	17,846	18,949	16,163	110%
Other Administrative Expense	5,895	222	3,247	2,948	8%
Legal Expense	3,257	3,218	2,415	1,629	198%
Audit Expense	4,910	2,455	1,136	2,455	100%
Advertising	-	-	-	-	
Travel and Training	5,000	-	-	2,500	0%
Bookkeeping Exp	7,503	2,580	3,676	3,752	69%
Asset Management Expense	11,520	5,760	11,280	5,760	100%
Management Fee Exp	64,276	22,585	31,795	32,138	70%
Total Admin Expenses	287,095	102,755	121,275	143,548	72%
Resident Services					
Resident Services Salaries		1,847		-	0%
Benefits					
Total Resident Services	-	1,847			0%
Utility					
Water	23,245	15,546	13,794	11,623	134%
Electric	10,263	6,901	5,297	5,132	134%
Gas	21,380	6,289	15,814	10,690	59%
Total Utility	54,888	28,736	34,905	27,444	105%
Maintenance					
Maintenance Wages	198,064	37,588	45,671	99,032	38%
Maintenance Materials	91,498	22,343	79,240	45,749	49%
Maintenance Contracts	217,527	70,873	65,736	108,764	65%
Total Maintenance	507,089	130,804	190,647	253,545	52%
Security Contracts/Costs	500	-	57	250	
Insurance Costs	130,244	68,933	47,007	65,122	106%
Employee Benefits	60,000	39,800	28,198	30,000	133%
Bad Debt	6,770	-	-	3,385	0%
Vash Port (HAP) Expense	-	-	-	-	
HAP Expense	-	-	-	-	
FSS Expense	-	-	-	-	
Other General Expense	-	-	-	-	
Total Other Expense	197,514	108,733	75,262	98,757	110%
Net Income Before Depreciation +/-	58,427	140,481	91,679	29,214	481%
Depreciation	265,100	132,550	132,550	132,550	100%
Net Income After Depreciation +/-	(206,673)	7,931	(40,871)	(103,336)	-8%

South Bend LIPH
 FY 2024
 October 1, 2023-September 30, 2024

AMP 2

UML
 ACC units

Description	3.31.24 fye ytd		3.31.23 fye ytd		3.31.24 fye	
	FYE 24 Budget	actuals	actuals	ytd budget	% of Budget	
Revenue						
Rental Income	352,577	203,677	206,187	176,289	116%	
Other Tenant Income	15,208	3,785	5,366	7,604	50%	
Other Income	2,137	-	1,959	1,069	0%	
Fraud Income						
Grant Income						
Operating Subsidy	1,363,151	803,178	429,220	681,576	118%	
HAP Subsidy						
Admin Fee Income						
Port VASH (HAP)						
Port VASH (Admin Fee)						
Capital Fund Management Fee (1410)						
Capital Fund Ops Transfer (1406)	71,129	-	-	35,565	0%	
Bookkeeping Fee						
Management Fee						
Total Revenue	1,804,202	1,010,640	642,732	902,101	112%	
Expenses						
Administrative Salaries	19,433	12,831	38,052	9,717	132%	
Office Expense	45,268	32,512	20,650	22,634	144%	
Other Administrative Expense	2,252	302	844	1,126	27%	
Legal Expense	28,979	2,105	9,635	14,490	15%	
Audit Expense	15,650	7,825	7,996	7,825	100%	
Advertising	-	-	-	-		
Travel and Training	5,000	-	-	2,500	0%	
Bookkeeping Exp	13,990	5,010	5,438	6,995	72%	
Asset Management Expense	-	-	-	-	0%	
Management Fee Exp	119,848	43,863	47,075	59,924	73%	
Total Admin Expenses	250,420	104,448	129,690	125,210	83%	
Resident Services						
Resident Services Salaries						
Benefits						
Total Resident Services	-	-	-	-	-	
Utility						
Water	87,326	40,568	46,659	43,663	93%	
Electric	95,234	43,837	56,397	47,617	92%	
Gas	42,065	21,117	26,097	21,033	100%	
Total Utility	224,625	105,523	129,153	112,313	94%	
Maintenance						
Maintenance Wages	141,461	51,336	46,431	70,731	73%	
Maintenance Materials	115,529	21,445	59,420	57,765	37%	
Maintenance Contracts	868,582	288,866	174,328	434,291	67%	
Total Maintenance	1,125,572	361,647	280,179	562,786	64%	
Security Contracts/Costs	40,908	20,189	21,030	20,454	0%	
Insurance Costs	96,582	52,988	86,039	48,291	110%	
Employee Benefits	58,000	34,034	33,979	29,000	117%	
Bad Debt	17,629	-	-	8,815	0%	
Vash Port (HAP) Expense	-	-	-	-		
HAP Expense	-	-	-	-		
FSS Expense	-	-	-	-		
Other General Expense	-	-	-	-		
Total Other Expense	213,119	107,211	141,048	106,560	101%	
Net Income Before Depreciation +/-	(9,534)	331,813	(37,338)	(4,767)	-6961%	
Depreciation	171,936	85,968	85,968	85,968	100%	
Net Income After Depreciation +/-	(181,470)	245,845	(123,306)	(90,735)	-271%	

South Bend LIPH
 FY 2024
 October 1, 2023-September 30, 2024

AMP 3

UML
 ACC units

Description	FYE 24 Budget	3.31.24 fye ytd actuals	3.31.23 fye ytd actuals	3.31.24 fye ytd budget	% of Budget
Revenue					
Rental Income	364,117	238,408	184,691	182,059	131%
Other Tenant Income	22,443	10,605	8,483	11,222	95%
Other Income	4,364	-	48,687	2,182	0%
Fraud Income					
Grant Income					
Operating Subsidy	654,335	382,936	314,623	327,168	117%
Shortfall funding		-	-		
HAP Subsidy					
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)	62,524	-	-	31,262	0%
Bookkeeping Fee					
Management Fee					
Total Revenue	1,107,783	631,949	556,484	553,892	114%
Expenses					
Administrative Salaries	103,608	45,345	47,673	51,804	88%
Office Expense	31,476	19,808	18,273	15,738	126%
Other Administrative Expense	4,630	6,671	3,386	2,315	288%
Legal Expense	8,932	5,417	4,659	4,466	121%
Audit Expense	8,695	4,347	2,988	4,348	100%
Advertising	-			-	
Travel and Training	5,000			2,500	
Bookkeeping Exp	13,287	5,261	4,723	6,644	79%
Asset Management Expense	20,400	9,900	9,900	10,200	97%
Management Fee Exp	113,822	46,058	40,911	56,911	81%
Total Admin Expenses	309,850	142,807	132,513	154,925	92%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services	-	-	-	-	-
Utility					
Water	43,035	20,474	21,072	21,518	95%
Electric	24,975	12,088	12,013	12,488	97%
Gas	38,976	4,602	24,970	19,488	24%
Total Utility	106,986	37,165	58,055	53,493	69%
Maintenance					
Maintenance Wages	118,169	76,496	81,028	59,085	129%
Maintenance Materials	20,872	25,268	106,621	10,436	242%
Maintenance Contracts	270,872	72,472	54,824	135,436	54%
Total Maintenance	409,913	174,236	242,473	204,957	85%
Security Contracts/Costs	579	-	53	290	0%
Insurance Costs	145,382	79,045	42,486	72,691	109%
Employee Benefits	66,000	29,975	46,427	33,000	91%
Bad Debt	18,206	-	-	9,103	0%
Vash Port (HAP) Expense	-			-	
HAP Expense	-			-	
FSS Expense	-			-	
Other General Expense	-			-	
Total Other Expense	230,167	109,020	88,966	115,084	95%
Net Income Before Depreciation +(-)	50,867	168,722	34,477	25,434	663%
Depreciation	116,900	58,450	58,450	58,450	100%
Net Income After Depreciation +/(-)	(66,033)	110,272	(23,973)	(33,017)	-334%

South Bend LIPH
 FY 2024
 October 1, 2023-September 30, 2024

AMP 4

UML
 ACC units

Description	FYE 24 Budget	3.31.24 fye ytd actuals	3.31.23 fye ytd actuals	3.31.24 fye ytd budget	% of Budget
Revenue					
Rental Income	288,850	157,071	165,224	144,425	109%
Other Tenant Income	20,945	8,515	8,477	10,473	81%
Other Income	1,690	-	1,549	845	0%
Fraud Income					
Grant Income					
Operating Subsidy	600,377	303,741	284,455	300,189	101%
Shortfall funding					
HAP Subsidy					
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)	342,448	-	-	171,224	0%
Bookkeeping Fee					
Management Fee					
Total Revenue	1,254,310	469,327	459,705	627,155	75%
Expenses					
Administrative Salaries	183,617	71,839	61,589	91,809	78%
Office Expense	25,652	17,507	14,547	12,826	136%
Other Administrative Expense	1,251	299	1,024	626	48%
Legal Expense	24,725	5,620	16,463	12,363	45%
Audit Expense	7,620	3,810	2,628	3,810	100%
Advertising	-			-	
Travel and Training	5,000			2,500	
Bookkeeping Exp	11,645	3,868	4,500	5,823	66%
Asset Management Expense	17,880	9,298	8,700	8,940	104%
Management Fee Exp	99,762	33,859	38,966	49,881	68%
Total Admin Expenses	377,152	146,101	148,417	188,576	77%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services	-	-	-	-	-
Utility					
Water	31,773	22,727	15,055	15,887	143%
Electric	47,628	24,506	21,065	23,814	103%
Gas	31,081	9,048	19,400	15,541	58%
Total Utility	110,482	56,281	55,520	55,241	102%
Maintenance					
Maintenance Wages	194,557	71,456	92,498	97,279	73%
Maintenance Materials	34,431	14,367	39,072	17,216	83%
Maintenance Contracts	234,431	30,507	27,711	117,216	26%
Total Maintenance	463,419	116,331	159,281	231,710	50%
Security Contracts/Costs	1,955	390	255	978	0%
Insurance Costs	132,956	65,920	50,828	66,478	99%
Employee Benefits	65,000	37,039	31,354	32,500	114%
Bad Debt	14,442	-	-	7,221	0%
Vash Port (HAP) Expense	-			-	
HAP Expense	-			-	
FSS Expense	-			-	
Other General Expense	-			-	
Total Other Expense	214,353	103,348	82,437	107,177	96%
Net Income Before Depreciation +/-	88,904	47,267	14,050	44,452	106%
Depreciation	168,300	84,150	84,150	84,150	100%
Net Income After Depreciation +/-	(79,396)	(36,883)	(70,100)	(39,698)	93%

South Bend COCC
FY 2024

October 1, 2023-September 30, 2024

COCC

Description	FYE 24 Budget	3.31.24 fye ytd	3.31.23 fye ytd	7.31.23 fye ytd	% of Budget
		actuals	actuals	budget	
Revenue					
Rental Income	-	-	-	-	-
Other Tenant Income	-	-	-	-	-
Other Income	119,737	6,579	58,327	59,869	11%
Fraud Income	-	-	-	-	-
Grant Income	-	-	-	-	-
Operating Subsidy	-	-	-	-	-
HAP Subsidy	-	-	-	-	-
Admin Fee Income	-	-	-	-	-
Port VASH (HAP)	-	-	-	-	-
Port VASH (Admin Fee)	-	-	-	-	-
Capital Fund Management Fee (1410)	283,940	-	-	141,970	0%
Capital Fund Ops Transfer (1406)	-	-	-	-	-
Asset Management Fee	170,144	24,360	29,880	85,072	29%
Bookkeeping Fee	244,376	114,601	111,981	122,188	94%
Management Fee	714,429	302,977	308,579	357,215	85%
Total Revenue	1,532,626	448,518	508,767	766,313	59%
Expenses					
Administrative Salaries	716,420	274,721	325,446	358,210	77%
Office Expense	122,681	84,296	65,603	61,341	137%
Other Administrative Expense	42,056	14,838	13,122	21,028	71%
Legal Expense	12,953	14,531	3,726	6,477	224%
Audit Expense	3,125	1,563	1,248	1,563	100%
Advertising	95	-	76	48	0%
Travel and Training	10,000	-	-	5,000	0%
Bookkeeping Exp	-	-	-	-	-
Management Fee Exp	-	-	-	-	-
Total Admin Expenses	907,330	389,948	409,221	453,665	86%
Resident Services					
Resident Services Salaries	-	-	-	-	-
Benefits	-	-	-	-	-
Other Resident Services	-	218	38,277	-	0%
Total Resident Services	-	218	38,277	-	0%
Utility					
Water	-	-	-	-	-
Electric	-	-	-	-	-
Gas	-	-	-	-	-
Total Utility	-	-	-	-	-
Maintenance					
Maintenance Wages	-	-	-	-	-
Maintenance Materials	-	-	-	-	-
Maintenance Contracts	2,971	1,780	1,780	1,486	120%
Total Maintenance	2,971	1,780	1,780	1,486	120%
Other Expense					
Security Contracts/Costs	-	-	-	-	-
Insurance Costs	83,138	38,388	47,973	41,569	92%
Employee Benefits	80,702	58,447	60,588	40,351	145%
Bad Debt	-	-	-	-	-
Vash Port (HAP) Expense	-	-	-	-	-
HAP Expense	-	-	-	-	-
FSS Expense	-	-	-	-	-
Other General Expense	14,400	7,200	7,200	7,200	100%
Total Other Expense	178,240	104,036	115,761	89,120	117%
Net Income Before Depreciation +/-	444,085	(47,464)	(56,272)	222,043	-21%
Depreciation	7,700	3,850	3,850	3,850	100%
Net Income After Depreciation +/-	436,385	(51,314)	(60,122)	218,193	-24%

South Bend FSS
 FY 2024
 October 1, 2023-September 30, 2024

SHORTFALL FUNDING
 AMP 4

Description	FYE 24 Budget	3.31.24 fye ytd actuals	3.31.23 fye ytd actuals	3.31.24 fye ytd budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income					
Fraud Income					
Grant Income	368,052	-	414,222	184,026	0%
Operating Subsidy					
HAP Subsidy					
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1405)					
Bookkeeping Fee					
Management Fee					
Total Revenue	368,052	-	414,222	184,026	0%
Expenses					
Administrative Salaries					
Office Expense					
Other Administrative Expense					
Legal Expense					
Audit Expense					
Advertising					
Travel and Training					
Bookkeeping Exp					
Management Fee Exp					
Total Admin Expenses	-	-	-	-	-
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services	-	-	-	-	-
Utility					
Water					
Electric					
Gas					
Total Utility	-	-	-	-	-
Maintenance					
Maintenance Wages					
Maintenance Materials					
Maintenance Contracts	368,052	-	414,222	184,026	0%
Total Maintenance	368,052	-	414,222	184,026	0%
Security Contracts/Costs					
Insurance Costs					
Employee Benefits					
Bad Debt					
Vash Port (HAP) Expense					
HAP Expense					
FSS Expense					
Other General Expense					
Total Other Expense	-	-	-	-	-
Net Income Before Depreciation +/-	-	-	-	-	0%
Depreciation					
Net Income After Depreciation +/-	-	-	-	-	-

South Bend FSS
 FY 2024
 October 1, 2023-September 30, 2024

GRANTS (FSS)

Description	FYE 24 Budget	3.31.24 fye ytd actuals	3.31.23 fye ytd actuals	3.31.24 fye ytd budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income					
Fraud Income					
Grant Income	99,400	15,920	40,102	49,700	32%
Operating Subsidy					
HAP Subsidy					
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)					
Bookkeeping Fee					
Management Fee					
Total Revenue	99,400	15,920	40,102	49,700	32%
Expenses					
Administrative Salaries					
Office Expense					
Other Administrative Expense					
Legal Expense					
Audit Expense					
Advertising					
Travel and Training					
Bookkeeping Exp					
Management Fee Exp					
Total Admin Expenses	-	-	-	-	-
Resident Services					
Resident Services Salaries	64,772	29,217	28,523	32,386	90%
Benefits	34,628	4,348	10,523	17,314	25%
Total Resident Services	99,400	33,566	39,046	49,700	68%
Utility					
Water					
Electric					
Gas					
Total Utility	-	-	-	-	-
Maintenance					
Maintenance Wages					
Maintenance Materials					
Maintenance Contracts					
Total Maintenance	-	-	-	-	-
Security Contracts/Costs					
Insurance Costs					
Employee Benefits					
Bad Debt					
Vash Port (HAP) Expense					
HAP Expense					
FSS Expense					
Other General Expense			1,056		
Total Other Expense	-	-	1,056	-	-
Net Income Before Depreciation +/-	-	(17,645)	-	-	-
Depreciation					
Net Income After Depreciation +/-	-	(17,645)	-	-	-

South Bend HCVP
 FY 2024
 October 1, 2023-September 30, 2024

HCVP HAP

Description	FYE 24	3.31.24 fye ytd	3.31.23 fye	3.31.24 fye	% of Budget
	Budget	actuals	ytd actuals	ytd budget	
Revenue					
Rental Income					
Other Tenant Income					
Other Income(Forfeitures)	-	-	5,074	-	0%
Fraud Income	28,426	6,300	37,503	14,213	44%
Grant Income					
Operating Subsidy					
HAP Subsidy	22,000,000	12,829,402	8,852,991	11,000,000	117%
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)					
Bookkeeping Fee					
Management Fee					
Total Revenue	22,028,426	12,835,702	8,895,568	11,014,213	117%
Expenses					
Administrative Salaries					
Office Expense					
Other Administrative Expense					
Legal Expense					
Audit Expense					
Advertising					
HCV Inspections					
Travel and Training					
Bookkeeping Exp					
Management Fee Exp					
Total Admin Expenses	-	-	-	-	-
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services	-	-	-	-	-
Utility					
Water					
Electric					
Gas					
Total Utility	-	-	-	-	-
Maintenance					
Maintenance Wages					
Maintenance Materials					
Maintenance Contracts					
Total Maintenance	-	-	-	-	-
Security Contracts/Costs					
Insurance Costs					
Employee Benefits					
Bad Debt		-			
Vash Port (HAP) Expense					
HAP Expense	21,984,726	10,959,895	8,972,563	10,992,363	100%
FSS Expense	43,700	37,786	18,379	21,850	173%
Port Out Admin fee Expense					
Other General Expense					
Total Other Expense	22,028,426	10,997,681	8,990,942	11,014,213	100%
Net Income Before Depreciation +(-)	-	1,838,021	(95,374)	-	
Depreciation	-	-	-	-	
Net Income After Depreciation +/(-)	-	1,838,021	(95,374)	-	

South Bend HCVP
FY 2024
October 1, 2023-September 30, 2024

HCVP ADMIN

Description	FYE 24 Budget	3.31.24 fye ytd actuals	3.31.23 fye ytd actuals	3.31.24 fye ytd budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income(Forfeitures)	-	5,550	30,100	-	0%
Fraud Income	28,426	6,512	32,991	14,213	46%
Grant Income					
Operating Subsidy					
HAP Subsidy					
Admin Fee Income	1,450,000	885,945	686,776	725,000	122%
Port VASH (HAP)	800,000	518,956	389,122	400,000	130%
Port VASH (Admin Fee)	54,811	54,084	26,681	27,406	197%
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)					
Bookkeeping Fee					
Management Fee					
Total Revenue	2,333,237	1,471,046	1,165,670	1,166,619	126%
Expenses					
Administrative Salaries	401,487	192,723	185,691	200,744	96%
Office Expense	89,526	88,905	36,184	44,763	199%
Other Administrative Expense	13,891	827	6,533	6,946	12%
Legal Expense	7,545	5,550	407	3,773	147%
Audit Expense	10,000	5,000	4,002	5,000	100%
Advertising	-	-	-	-	-
HCV Inspections	120,161	47,868	39,441	60,081	-
Travel and Training	10,000	-	-	5,000	0%
Bookkeeping Exp	123,719	97,883	93,645	61,860	158%
Management Fee Exp	316,721	156,612	149,832	158,361	99%
Total Admin Expenses	1,093,050	595,367	515,735	546,525	109%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services					
Utility					
Water					
Electric					
Gas					
Total Utility					
Maintenance					
Maintenance Wages					
Maintenance Materials					
Maintenance Contracts	149,801				
Total Maintenance	149,801				
Security Contracts/Costs					
Insurance Costs	106,377	49,697	53,246	53,189	93%
Employee Benefits	60,000	51,425	64,600	30,000	171%
Bad Debt	-	-	-	-	0%
Vash Port (HAP) Expense	800,000	518,956	389,122	400,000	130%
HAP Expense	-	-	-	-	-
FSS Expense	-	-	-	-	-
Port Out Admin fee Expense	6,000	5,682	7,575	3,000	189%
Other General Expense	-	-	-	-	-
Total Other Expense	972,377	625,759	514,543	486,189	129%
Net Income Before Depreciation +(-)	118,009	249,919	135,392	133,905	187%
Depreciation	15,900	7,950	7,950	7,950	100%
Net Income After Depreciation +(-)	102,109	241,969	127,442	125,955	192%

South Bend Annual Operating Budget
 FY 2024
 October 1, 2023-September 30, 2024

Unit Count	96	179	170	149	594	COCC	HCVF HAP	HCVF Ops	Total HCVF	Grants (FSS)	Elimination	Primary Government	Blended	Total
Description	AMP1	AMP2	AMP3	AMP4	Shortfall Funds	Total AMP's								
Revenue														
Rental Income	135,401	352,577	364,117	288,850		1,140,945	-	-	-	-	-	1,140,945	-	1,140,945
Other Tenant Income	19,339	15,208	22,443	20,946		77,936	-	-	-	-	-	77,936	-	77,936
Other Income	2,588	2,137	4,364	1,690		10,779	119,737	-	-	-	-	130,516	-	130,516
Shortfall funding														
Fraud Income														
Grant Income					368,052	368,052								56,853
Operating Subsidy	855,908	1,363,151	654,335	600,377		3,473,769				99,400		467,452		467,452
HAP Subsidy												3,473,769		3,473,769
Admin Fee Income												22,000,000		22,000,000
Port VASH (HAP)												1,450,000		1,450,000
Port VASH (Admin Fee)												800,000		800,000
Capital Fund Management Fee (1410)												54,811		54,811
Capital Fund Ops Transfer (1406)	91,778	71,129	62,524	342,448		567,879	283,940				(170,144)	283,940		283,940
Bookkeeping Fee											(49,800)			
Asset Management Fee											(714,429)			
Management Fee														
Total Revenue	1,105,013	1,804,202	1,107,782	1,254,310	368,052	5,639,360	1,338,049	2,333,237	24,361,664	99,400	(934,373)	30,504,100	-	30,504,100
Expenses														
Administrative Salaries	152,409	19,433	103,608	183,617		459,067	716,420		401,487			1,576,974		1,576,974
Office Expense	32,325	45,268	31,476	25,652		134,721	122,681		89,526			346,929		346,929
Other Administrative Expense	5,895	2,252	4,630	1,251		14,028	42,056		13,891			69,975		69,975
HOS Inspections									120,161			120,161		120,161
Legal Expense	3,257	28,979	8,932	24,725		65,892	12,953		7,545			86,391		86,391
Audit Expense	4,910	15,650	8,695	7,620		36,875	3,125		10,000			50,000		50,000
Advertising									95			95		95
Travel and Training	5,000	5,000	5,000	5,000		20,000	10,000		10,000			40,000		40,000
Bookkeeping Exp	7,503	13,990	13,287	11,645		46,425			123,719		170,144			
Asset Management Fee	11,520		20,400	17,880		49,800			49,800					
Management Fee Exp	64,276	119,848	113,822	99,762		397,708			316,721		714,429			
Total Admin Expenses	287,094	250,421	309,849	377,152		1,224,517	907,330	1,093,050	1,093,050	-	934,373	2,290,524	-	2,290,524
Resident Services														
Resident Services Salaries										64,772		64,772		64,772
Benefits										33,572		33,572		33,572
Total Resident Services										98,344		98,344		98,344
Utility														
Water	23,245	87,326	43,035	31,773		185,380						185,380		185,380
Electric	10,263	95,734	24,975	47,628		178,100						178,100		178,100
Gas	21,380	42,065	36,976	31,081		135,502						135,502		135,502
Total Utility	54,888	224,625	106,987	110,483		496,982	-	-	-	-	-	496,982	-	496,982
Maintenance														
Maintenance Wages	198,064	141,461	118,169	194,557		652,250						652,250		652,250
Maintenance Materials	91,498	115,529	20,872	34,431		262,330						262,330		262,330
Maintenance Contracts	217,527	868,582	270,872	234,431	368,052	1,959,464	2,971	149,801	149,801			2,112,236		2,112,236
Total Maintenance	507,089	1,125,572	409,913	463,419	368,052	2,874,044	2,971	149,801	149,801	-	-	3,026,816	-	3,026,816
Security Contracts/Costs														
Insurance Costs	500	40,908	579	1,955		43,942						43,942		43,942
Employee Benefits	130,244	96,582	145,382	132,956		505,164	83,138	106,377	106,377			694,678		694,678
Bad Debt	60,000	5,800	66,000	65,000		196,800	80,702	60,000	60,000			337,502		337,502
Vash Port (HAP) Expense	6,770	17,629	18,206	14,442		57,047		800,000	800,000			57,047		57,047
Port out Admin Fee Expense								6,000	6,000			6,000		6,000

HAP Expense	-	-	-	-	21,984,726	-	21,984,726	-	21,984,726
F55 Expense	-	-	-	-	43,700	-	43,700	1,056	44,756
Other General Expense	-	-	-	-	22,028,426	-	22,028,426	-	23,983,052
Total Other Expense	197,514	160,920	230,166	214,352	178,240	972,377	23,000,803	1,056	23,983,052
Net Income Before Depreciation +/-	58,429	42,665	50,867	88,904	249,503	118,010	118,010	-	608,383
Depreciation	265,100	171,936	116,900	168,300	7,700	15,900	15,900	-	745,836
Net Income After Depreciation +/-	(206,671)	(129,271)	(66,033)	(79,396)	241,808	102,110	102,110	-	(137,453)