HUD Master Model (2007)

SHOPSelf-Help Homeownership Opportunities Program

To facilitate and encourage innovative homeownership opportunities on a national geographic diverse basis through self-help housing programs that requires a significant amount of sweat equity by the homebuyer toward construction or rehabilitation of the dwelling.

Need Statements

Need for Housing

There is a need to provide low-income persons with the opportunity for homeownership by using sweat equity and volunteer labor to lower the cost of the unit.

There is a need to develop self-help housing in designated areas at an average cost of $15,000 or less per unit for land acquisition and/or infrastructure improvements.

Activities and Outputs

Housing constructed	Units
Housing rehabilitated	Units
Housing constructed – Sweat Equity	Hours
Housing rehabilitated – Sweat Equity	Hours
Housing constructed – Volunteer Labor	Hours
Housing rehabilitated – Volunteer Labor	Hours
Business opportunities-Section 3 – Dollars	Dollars
Business opportunities-Section 3 – Businesses	Businesses
Business opportunities-Other – Dollars	Dollars
Business opportunities-Other –Businesses	Businesses
Employment opportunities-Section 3 – Persons	Persons
Employment opportunities-Section 3 – Available jobs	Available jobs
Employment opportunities-Other – Persons	Persons
Employment opportunities-Other – Available jobs	Available jobs
Training Opportunities-Section 3	Persons
Training Opportunities-Other	Persons
Other	Other

Outcomes and Indicators

Average increased homeownership rate*	Percentage
Increased housing stability-average decreased housing costs**	Dollars
Increased housing stability-average increased assets in savings**	Dollars
Average increased property tax	Dollars
Average reduced sales price from 1-10% – Units	Units
Average reduced sales price from 1-10% - Dollars	Dollars
Average reduced sales price from 11-30% - Units	Units
Average reduced sales price from 11-30% - Dollars	Dollars
Average reduced sales price greater than 30% - Dollars	Dollars
Average reduced sales price greater than 30% - Units	Units
Business opportunities-Section 3 – Dollars	Dollars
Business opportunities-Section 3 – Businesses	Businesses
Business opportunities-Other – Dollars	Dollars

Business opportunities-Other – Businesses	Businesses
Employment opportunities-Section 3 – Persons	Persons
Employment opportunities-Section 3 – Available jobs	Available jobs
Employment opportunities-Other – Persons	Persons
Employment opportunities-Other – Available jobs	Available jobs
Training Opportunities-Section 3	Persons
Training Opportunities-Other	Persons
Other	Other

*This is the average percentage increase of additional homeowner units in the community.

**This is the average percentage of reduced housing costs to the families or increased assets to the families.

Measurement Tools

A. Tools to Track Outputs and Outcomes
Bank accounts
Construction log
Database
Enforcement log
Financial aid log
Intake log
Interviews
Mgt. Info. System-automated
Mgt. Info. System-manual
Outcome scale(s)
Phone log
Plans
Pre-post tests
Post tests
Program specific form(s)
Questionnaire
Recruitment log
Survey
Technical assistance log
Time sheets
Other
B. Where Data are Maintained
Agency database
Centralized database
Individual case records
Local precinct
Public database
School
Specialized database
Tax Assessor database
Training center
Other
C. Source of Data

Audit report
Business licenses
Certificate of Occupancy
Code violation reports
Counseling reports
Employment records
Engineering reports
Environmental reports
Escrow accounts
Financial reports
GED certification/diploma
Health records
Inspection results
Lease agreements
Legal documents
Loan monitoring reports
Mortgage documents
Payment vouchers
Permits issued
Placements
Progress reports
Referrals
Sale documents
Site reports
Statistics
Tax assessments
Testing results
Waiting lists
Work plan reports
Other
D. Frequency of Data Collection
Daily
Weekly
Monthly
Quarterly
Biannually
Annually
Upon incident
Other
E. Process of Collection and Reporting
Computer spreadsheets
Flat file database
Manual tallies
Relational database
Statistical database
Other

Evaluation Process – These are standard requirements that HUD will expect

every program manager receiving a grant to do as part of their project management.

- An evaluation process will be part of the on-going management of the program.
- Comparisons will be made between projected and actual numbers for both outputs and outcomes.
- Deviations from projected outputs and outcomes will be documented and explained.
- Analysis of data to determine the relationship of outputs to outcomes; what outputs produce which outcomes.

HUD Will Use The Following Questions To Evaluate Your Program

1. How many dwelling units were constructed?
2. How many dwelling units were rehabilitated?
3. What was the average number of sweat equity hours contributed to the program?
4. What was the average dollar value of sweat equity hours contributed to the program?
5. What was the average number of volunteer hours contributed to the program?
6. What was the average dollar value of volunteer hours contributed to the program?
7. How much money was saved as a result of the reduced sales price of homes constructed?
8. How much money was saved as a result of the reduced sales price of homes rehabilitated?

Carter-Richmond Methodology

The above Management Questions developed for your program are based on the Carter-Richmond Methodology[1]. A description of the Carter-Richmond Methodology appears in the General Section of the NOFA.

[1]© The Accountable Agency – How to Evaluate the Effectiveness of Public and Private Programs," Reginald Carter, ISBN Number 9780978724924.