

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

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

Outcomes and Indicators

| | |
|--------------------------------------------------------|----------------|
| Average increased homeownership rate* | Percentage |
| Average increased property tax | Dollars |
| Average reduced sales price from 1-10% - Dollars | Dollars |
| Average reduced sales price from 1-10% – Units | Units |
| Average reduced sales price from 11-30% - Dollars | Dollars |
| Average reduced sales price from 11-30% - Units | Units |
| Average reduced sales price greater than 30% - Dollars | Dollars |
| Average reduced sales price greater than 30% - Units | Units |
| Business opportunities-Other – Businesses | Businesses |
| Business opportunities-Other – Dollars | Dollars |
| Business opportunities-Section 3 – Businesses | Businesses |
| Business opportunities-Section 3 – Dollars | Dollars |
| Employment opportunities-Other – Available jobs | Available jobs |

| | |
|-------------------------------------------------------------------|----------------|
| Employment opportunities-Other – Persons | Persons |
| Employment opportunities-Section 3 – Available jobs | Available jobs |
| Employment opportunities-Section 3 – Persons | Persons |
| Increased housing stability-average decreased housing costs** | Dollars |
| Increased housing stability-average increased assets in savings** | Dollars |
| Training Opportunities-Other | Persons |
| Training Opportunities-Section 3 | 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 |
| HMIS |
| 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 Methodology¹. 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.