

Approved OMB Control No: [to be inserted]
Expiration Date [to be inserted]

Appendix G

Lost-to-Project Form

Older Adults Home Modification Program Lost-to-Project Form¹

| | |
|--|-----------|
| Study ID: <i>(auto-filled by REDCap)</i> | |
| Site ID | Client ID |
| | |

OMB Control No. 2528-XXXX, expiration date XX/XX/2024. This form is designed to provide HUD with information about how effective its Older Adults Home Modification Grant Program is. Your participation in the Evaluation as a grantee is mandatory as a condition of the grant. The Public reporting burden for your collection of information is estimated to be 5 minutes per response. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

Home (choose only one):

- Has not been enrolled in the OAHM Program and is ineligible for the program *Go to Section A (REDCap: Do not allow Section B to be completed).*
- Needs to be de-enrolled after being enrolled in the OAHM Program *Go to Section B (REDCap: Do not allow Section A to be completed.)*

Section A. Home Ineligibility Documentation

Fill out this section if the home was found to be ineligible before enrollment.

| Date Client was found ineligible (mm/dd/yyyy) | Section A Completed By: | | |
|---|-------------------------|--------------|--|
| | Name | Organization | Job Title |
| | | | <i>(dropdown menu: administrative staff, program staff, project manager, program manager, other [Specify])</i> |

Home was found ineligible for OAHM Program due to: *(REDCap: Allow grantee to check all that apply)*

- Homeowner(s) was/were less than 62 years old
- Applicant did not own the home they wanted to enroll in the program
- Applicant did not live in the home they wanted to enroll in the program
- Annual household income was above 80% AMI
- Home structure was not a good fit for the OAHM Program Why not? _____
- Work estimate exceeded \$5,000, and HUD did not approve
- Other reason. Specify: _____

¹ Code for this document: Black font=Question asked of the grantee; *Blue italics* = Instruction for the grantee; *yellow highlighted italics*: Instruction for REDCap programmer.

Section B. De-Enrollment Documentation

Fill out this section if the home was fully enrolled in the OAHM grant program but lost to follow-up before the program period ended.

| Date client was de-enrolled (mm/dd/yyyy) | Section B Completed By: | | |
|--|-------------------------|--------------|---|
| | Name | Organization | Job Title |
| | | | (dropdown menu: administrative staff, program staff, project manager, program manager, other [Specify]) |

Reason the home/client was lost to follow-up: *Check one box.*

- Client no longer wishes to participate in the OAHM Program (or by association, the Evaluation)
 - Client declined to sign the Informed Consent.
 - Client signed the Informed Consent and is still in the OAHM Program, but no longer wishes to participate in the Evaluation. *Check this box if the person declines further participation in the Evaluation (e.g., 6- to 9-month follow-up visit) but stays in the OAHM Program.*
 - Unable to contact client after repeated attempts
 - Client became ill or was injured in a manner which prevented further participation
 - Client died. Approximate date of death, if known: _____
 - Client moved out of home (check only one below): Approximate date of move, if known: _____
 - Relocated to assisted living or other facility offering medical services
 - Relocated to a relative's home
 - Relocated to a location other than those listed above. (Specify)_____
- List reason for relocation, if known:_____
- Other reason for de-enrollment not listed above.
(Specify):_____