

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
FISCAL YEAR 2013 ANNUAL REPORT



The Residences at Georgia Avenue was completed in May 2013 and received \$3,323,850 in DHCD funding.

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## Letter from the Mayor



**Vincent C. Gray**  
Mayor, Washington DC



### Hello District of Columbia:

My goal in Fiscal Year 2013 (FY 2013) was to ensure the District remains a place where all residents can afford life's most essential resource, housing. My administration has worked diligently on creating solutions and implementing policies to meet the challenge of providing affordable housing opportunities for residents.

During FY 2013, the DC Department of Housing and Community Development (DHCD) worked closely with the Office of the Deputy Mayor for Planning and Economic Development (DMPED), and various other agencies within my administration to focus their resources on sustaining, creating and preserving affordable housing in the District of Columbia.

As our city continues to grow and evolve, it is critical that we do everything we can to ensure the economic diversity of our city and to protect our long-time residents from being pushed out. In February 2013, I invested over \$100 million dollars from the Housing Production Trust Fund, to create and produce 10,000 affordable housing units by the year 2020 (10 X 20) goal. I am pleased to say that through the hard work of DHCD and my administration, we are on track to exceed this goal.

My administration remains committed to affordable housing solutions for our residents. The partnership between DHCD, DMPED, and private partners has proven to be a successful collaborative effort to leverage homegrown resources, talent and determination to achieve our comprehensive plan.

We must continue these kinds of partnerships and collaborative efforts to create and preserve healthy, diverse and vibrant neighborhoods throughout the District of Columbia, as we press forward to reach our **10 x 20** goal.

Sincerely,  
Vincent C. Gray  
Mayor of Washington, DC

#### DEPUTY MAYORS

**M. Jeff Miller**  
Interim Deputy Mayor for  
Planning and Economic  
Development

**Beatriz "BB" Otero**  
Deputy Mayor for Health  
and Human Services

**Abigail Smith**  
Deputy Mayor for Education

**Paul A. Quander, Jr.**  
Deputy Mayor for Public  
Safety and Justice

# Letter from the Director



**Michael P. Kelly**  
Director, DHCD



## Dear Residents, Partners and Stakeholders:

Reflecting on my first full year as the Director of DHCD, I am amazed at the impact we have had on residents, business owners and community leaders. Our FY 2013 accomplishments directly align with Mayor Gray's vision of creating an economically inclusive global city for current and future residents of the District of Columbia.

DHCD's dedicated leadership and staff have made great strides in creating and preserving affordable housing and promoting community and economic growth throughout the city. Our Neighborhood Based Activities (NBA) touched **19,951** households. The Home Purchase Assistance Program (HPAP) closed on **269** first time homebuyer loans. Community Based Organizations (CBOs) provided technical assistance to **1,907** small businesses. In addition, Mr. and Mrs. George Adeoye-Jumbo became proud first-time homebuyers through our Fifth Annual DC Housing Expo.

Our agency empowered and fortified families to improve their quality of life and to achieve economic stability through the agency's commitment of funding and allocated resources to support homeownership.

We look forward to our continued work with Mayor Gray, Office of the Deputy Mayor for Planning and Economic Development (DMPED), the DC Council, our public and private partners, and most importantly DC residents, as we develop communities and improve housing opportunities for low to moderate income District residents well into the future.

Sincerely,  
Michael P. Kelly  
Director, DHCD

### EXECUTIVE AND SENIOR STAFF



**Nathan Simms**  
Deputy Director



**Milton Bailey**  
Chief of Staff



**Sanya Cade**  
Chief Administrative Officer



**Marcus A. Williams**  
Communications Director



**Vonda J. Orders**  
General Counsel



DHCD Headquarters

## INTRODUCTION

### BUILDING ENDURING COMMUNITIES

The DHCD FY 2013 Annual Report has been drafted as a way to educate and update stakeholders on the agency's programs and services, notable accomplishments, policy and procedure revisions and overall performance during the October 1, 2012 to September 30, 2013 timeframe. DHCD has worked very closely with Mayor Gray, DMPED, and partner District government agencies to achieve its mission to "create and preserve opportunities for affordable housing and economic development and to revitalize underserved communities in the District of Columbia."

The agency houses three operations divisions, in addition to the Office of the Director, that have provided a host of services to residents, business owners and community leaders throughout the District.

This annual report will provide a clear snapshot into how effective and efficient DHCD has been in serving its stakeholders. It also shows how DHCD has supported public and private partners with building homes, shaping communities and changing lives at all income levels. ■



Mayor Gray (left), DC resident (left-center), Ward 7 Councilwoman Yvette M. Alexander (right-center) and DHCD Director Kelly (right) at the Victory Square Ribbon Cutting.

### DHCD MISSION AND OBJECTIVES

The mission of the DC Department of Housing and Community Development (DHCD) is to create and preserve opportunities for affordable housing and economic development and to revitalize underserved communities.

DHCD is committed to:

- Preserving and increasing the supply of quality affordable housing
- Increasing homeownership opportunities
- Revitalizing neighborhoods, promoting community development, and providing economic opportunities. ■

## PROGRAMS AND SERVICES



Park Vista Apartments



## BUILDING ENDURING COMMUNITIES

### DEVELOPMENT FINANCE DIVISION

Provides funding for the development of rental, homeownership and community facility developments that serves the District of Columbia neighborhoods. As both the creation and preservation of affordable housing units are important to DHCD, DFD plays a prominent role in helping the agency achieve its annual multifamily housing production goals.

### OFFICE OF PROGRAM MONITORING

Conducts oversight and reviews of DHCD projects and funding recipients. Its core functions include the following types of oversight: (1) contract compliance – completing various federally required compliance reviews as part of the underwriting and project development process; (2) quality assurance – monitoring the compliance of DHCD funded sub-recipients with the federal HOME Investments Partnership Program (HOME) and Community Development Block Grant Program (CDBG) funding requirements; and (3) compliance monitoring – ensuring projects developed by DHCD through the Housing Production Trust Fund (HPTF), CDBG, HOME and Low Income Housing Tax Credit (LIHTC) programs remain in compliance with federal and local program requirements throughout the duration of the projects period of affordability.

The compliance staff monitors these programs through on-site visits consisting of file reviews and physical inspections of a percentage of the assisted units. As the monitoring entity for the IRS on the LIHTC Program and HUD on the HOME, CDBG and ESG Programs, DHCD reports directly to them on issues of non-compliance. The Office of Program Monitoring also monitors Environmental Review, Davis Bacon, Relocation, Fair Housing and Section 3 requirements as they relate to these programs.

### PORTFOLIO AND ASSET MANAGEMENT DIVISION

Manages the allocation of Low Income Housing Tax Credits (LIHTC), provides portfolio management oversight to outstanding loans, monitors the status of existing loans to



Metro Towns – Pollin Memorial

ensure compliance with loan covenants and collections of loans that are due and conducts the reviews of the risks and relationships of potential borrowers to protect the Department's assets.

### PROPERTY ACQUISITION AND DISPOSITION DIVISION

Stabilizes neighborhoods by decreasing the number of vacant and abandoned residential properties in the District. PADD transforms these vacant and/or abandoned residential properties into homeownership opportunities for District of Columbia residents at all income levels.

PADD, through the Homestead and Home Again Programs, has successfully acquired and disposed of hundreds of vacant, abandoned and deteriorated properties in the District and created affordable housing opportunities for District residents.

### RESIDENTIAL AND COMMUNITY SERVICES DIVISION

Provides funding for programs focused on housing needs and neighborhood revitalization. RCSD works through Community Based Organizations (CBO) to provide comprehensive housing counseling services, small business technical assistance and façade improvement opportunities.



DHCD Headquarters

## PROGRAMS AND SERVICES

### Neighborhood Based Activities:

- **Façade Improvement:** Develops storefront façade improvements in low/moderate income areas.
- **Small Business Technical Assistance:** Provides technical assistance and training for small businesses.
- **Housing Counseling Services:** Trains and counsels residents on pre-purchase, foreclosure prevention or mitigation, credit counseling, home/budget management, homebuyers clubs, relocation and provides tenant education.
- **Home Purchase Assistance Program:** Provides an opportunity for very low to moderate income District residents to become first-time homebuyers with interest free loans and grants towards acquisition and closing costs. Eligible DC government employees may also receive assistance from the Negotiated Employee Assistance Home Purchase Program or Employer Assisted Housing Program.

**Lead Safe Washington Program:** Funds the identification and control of lead-based paint hazards in eligible single and multi-family properties.

**Single Family Residential Rehabilitation Program:** Provides loans and grants for home repairs for DC building code violations, removes threats to health and safety, including lead based paint hazards and removes barriers to accessibility for persons with mobility or other physical impairments.

### HOUSING REGULATION ADMINISTRATION

Administers residential housing regulations relating to condominium and cooperative conversions, rent adjustment procedures, licensing and other related matters.

**Inclusionary Zoning Affordable Housing Program:** Creates mixed income neighborhoods by exchanging affordable housing units for bonus density. Monitors and enforces Affordable Dwelling Units throughout the city.

**Rental Accommodation Division:** Administers the rent control program, and processes eviction notices and applications.

**Rental Conversion and Sale Division:** Regulates the formation and registration of residential condominiums and cooperatives. Administers the Tenant Opportunity to Purchase Act (TOPA) as well as the District Opportunity to Purchase Act (DOPA).

**Housing Provider Ombudsman:** Serves as a resource for small housing providers to apprise them of the District of Columbia's housing laws.

**Housing Resource Center: (HRC):** Provides counter services to stakeholders and conducts meetings and training sessions for residents. Community Based Organizations, the Advisory Neighborhood Commissions, and private groups utilize the HRC to conduct trainings, information sessions and meetings. University Legal Services maintains an office in the facility and provides free counseling services to homeowners, homebuyers and tenants on various topics.

**Rental Housing Commission:** Charged with the responsibility of enforcing the Rental Housing Act of 1985, as amended. The commission has three statutory functions in order to preserve and increase the supply of quality affordable housing in the District: 1) to issue, amend and rescind regulations that are promulgated for enforcement of the Act; 2) to certify and publish the annual adjustment of general applicability to rents and/or rent ceilings, which adjustment is based upon annual changes (if any) in the Consumer Price Index for the applicable region in which the District of Columbia is located; and 3) decide appeals brought to the Commission from the Rent Administrator and the Office of Administrative Hearings (OAH). The Commission is an independent quasi-judicial body, which has direct reporting responsibility to DHCD on administrative, management and budgetary matters. ■

## WHO WE HAVE SERVED



Roundtree Senior Housing



Mayor Gray and campers at Dance Place Groundbreaking.



Mr. George Adeoye-Jumbo, receive key to his new home from Director Kelly.



The newly renovated Samuel Kelsey Apartments, 3322 14th Street, NW, Washington DC.

### DANCE PLACE RENOVATION AND EXPANSION

On August 6, 2013, DHCD Director Michael P. Kelly joined Mayor Gray at the groundbreaking ceremony for the renovation and expansion of the Dance Place art facility. “DHCD was happy to approve \$500,000 in Community Development Block Grant funds to ensure that this beacon of light in Ward 5 continues to shine bright by providing top notch dance performances and dance classes for adults and youth in this ward and throughout the city,” said Director Kelly.

### FIFTH ANNUAL DC HOUSING EXPO LOTTERY

On September 18, 2013, Director Kelly had the honor of closing on one of the properties that were sold at fifty percent the appraised value during the Fifth Annual DC Housing Expo in June 2013. Mr. George Adeoye-Jumbo was one of the lucky winners of the housing lottery. Mr. Adeoye-Jumbo and his family of five, were living in an apartment in Anacostia, and now lives in a townhome in NE, DC, thanks to the Mayor and DHCD’s efforts to provide affordable housing opportunities for all DC residents.

### SAMUEL KELSEY APARTMENTS RIBBON CUTTING

In June 2013, Director Kelly delivered the keynote address at the ribbon cutting for the Samuel Kelsey Apartments located at 14th and Monroe Streets NW in Ward 1. The development provides housing for senior citizens and those with disabilities. This is an example of Mayor Gray and Director Kelly’s commitment to providing affordable homes to all segments of the District’s population. This 150 unit affordable housing facility was renovated through a partnership between DHCD, Citi Community Capital, and Winn Development.



# 2013 SUPER NOFA



## DEVELOPMENT FINANCE DIVISION

2013 Notice of Funding Availability

**THE DEVELOPMENT FINANCE DIVISION (DFD)** provides gap financing to housing and community projects and TOPA has been a key component in ensuring that DHCD is able to actively respond to its mission and vision as well as support Mayor Gray’s Affordable Housing Initiative of 2013 calling for the creation and/or preservation of 10,000 affordable housing units by the year 2020. Some of DFD’s notable accomplishments during FY2013 included:

- Closed 11 projects, using \$21,377,169 in DHCD funds, which are projected to yield 379 affordable housing units with total development costs of \$83,818,396. The units included 68 homeownership and 311 rental apartments.
- Launched a new project selection and underwriting process, which resulted in faster processing of applications. This selection process offers a more thorough and detailed review of projects to ensure the viability and readiness of the projects to proceed with minimal challenges. This revamped process was used in the 2013 Notice of Funding Availability (NOFA), solicitation.

### 2013 NOTICE OF FUNDING AVAILABILITY

The consolidated Request for Proposal (RFP) was released on April 2, 2013 and closed on May 31, 2013. It was the first time, DHCD, Department of Behavioral Health (DBH), Department of Human Services (DHS), DC Housing Finance Agency (DCHFA), and DC Housing Authority (DCHA) have joined together and committed to capital, operating, and support service funds for development projects that created housing for low-to-moderate income residents and permanent supportive housing units for special needs populations. ■

### 2013 NOFA STATISTICS

Figure I.1: 2013 NOFA Submissions



Figure I.2: 2013 NOFA Housing Units Breakdown

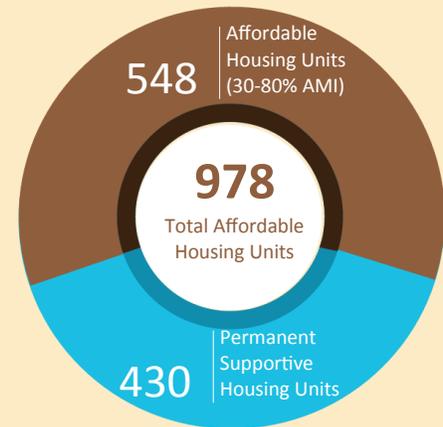
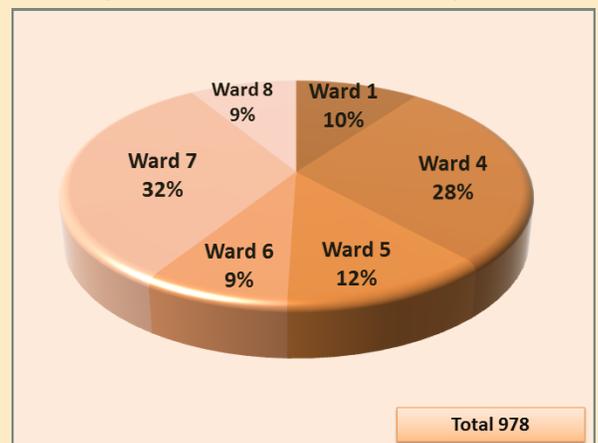
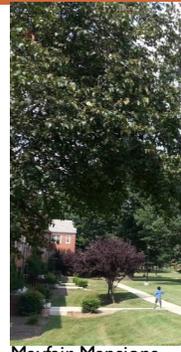


Figure I.3: 2013 NOFA Affordable Units by Ward



## OFFICE OF PROGRAM MONITORING PORTFOLIO AND ASSET MANAGEMENT DIVISION



Mayfair Mansions



**THE OFFICE OF PROGRAM MONITORING (OPM)** supported DHCD and the Mayor's affordable housing and community development goals by ensuring that DHCD is fully compliant with federal, local and other relevant regulations related to grant programs which are administered by the agency. Some of OPM's notable accomplishments during FY 2013 included:

- Completed 69 environmental reviews and served as an environmentally "responsible entity" for other District agencies. These reviews identified potential adverse environmental effects of proposed actions, assessed their significance, and proposed measures to eliminate or mitigate significant impacts.
- Completed 79 Fair Housing reviews, with 100 % of the reviews completed within 45 days.
- Certified and/or re-certified six Community Housing Development Organizations (CHDOs), which assisted the District with developing affordable housing units.
- Under Section 3, six local District businesses became certified under the program and 51 jobs were created. ■

**THE PORTFOLIO AND ASSET MANAGEMENT DIVISION (PAMD)** supports the DHCD and mayoral affordable housing charge through its through foreclosure prevention, residential education, loan support and guidance programs. PAMD established its vision for the agency as, "preserving affordable housing through effective asset management". In the spirit of the newly set vision, some of PAMD's notable accomplishments during FY 2013 included:

- Collaborated with the Maryland Department of Housing and Community Development's Credit Assurance Division to research best practices to make the PAMD processes and procedures more effective.
- Ensured that all loans were assigned to servicers in a timely manner to ensure accurate processing and tracking.

- Created methods, techniques and practices to improve internal controls which reduced errors and increased productivity.
- Strategized on the best methods to conduct regular site visits and begin pro forma reviews to identify potential compliance issues earlier.
- Created a construction report for the project pipeline meetings. This report helps DFD project managers, OPM compliance personnel, and PAMD asset managers identify milestone dates in the construction process to determine and manage what deliverables are needed.
- Held regular meetings with community based organizations (CBOs) to improve collaboration and working relationships. Created a list of active cooperatives that file annual reporting documents to DHCD. PAMD enlisted assistance from CBOs to obtain necessary annual reporting documents from unresponsive cooperatives to improve compliance.
- Assisted cooperatives with improving their management practices and managing their departmental programs which will result in better portfolio performance. ■



DC Habitat and DHCD Partnership



Big K Site in Anacostia DC

## PROPERTY ACQUISITION AND DISPOSITION DIVISION

**THE PROPERTY ACQUISITION AND DISPOSITION DIVISION (PADD)** acquires vacant, abandoned and deteriorated properties, and through competitive dispositions transfers them to developers to provide affordable and market-rate housing for current and potential residents of the District of Columbia. PADD played a key role in the District's efforts to build enduring communities, by providing new affordable homeownership opportunities and addressing abandoned and vacant properties through key acquisitions. Some of PADD's notable accomplishments during FY 2013 included:

- Closed and moved residents into new homes in three properties developed through PADD's efforts including: two "EmpowerHouses" in Deanwood, NE;
  - ◆ 1854 L Street, NE
  - ◆ 1831 2<sup>nd</sup> Street, NE—a multifamily building, with ongoing settlements.

- Demolished five properties; the most notable instance was 2352, 2356 & 2360 High Street, SE. *This demolition resulted in one large parcel in the agency inventory.*
- Disposed of two properties which includes the disposition of properties in the 1700 block of W Street, SE, to create 24 affordable homeownership units in Ward 8, and the disposition of 11 lots in Ivy City to create 11 affordable homeownership units in Ward 5. ■



PADD Property Before Renovations



PADD Property After Completed Renovations

## RESIDENTIAL AND COMMUNITY SERVICES DIVISION



Park Vista Apartments

### THE RESIDENTIAL AND COMMUNITY SERVICES DIVISION

(RCSD) furthered the DHCD mission through its homeownership and home preservation programs, and through its community based activities. In FY 2013, RCSD created new homeownership opportunities, preserved existing homes, retained homeowners, and provided assistance to small businesses, all of which focused on low and moderate income households and commercial corridors throughout the District. The agency's individual programs and services are highlighted below.

**HOME PURCHASE ASSISTANCE PROGRAM (HPAP)** provides an opportunity for low to moderate income District residents to become first-time homebuyers with loans and grants for acquisitions and closing costs. Some of HPAP's notable accomplishments during FY 2013 included

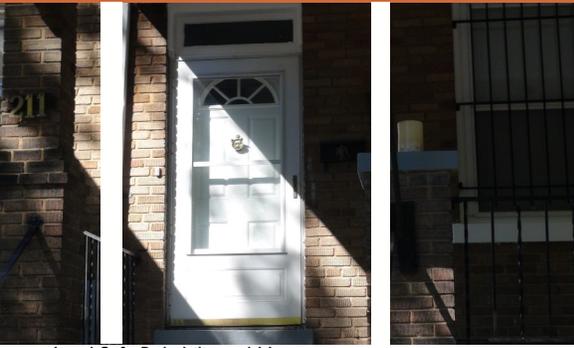
- Completed the FY 2014 grant solicitation process for homebuyer programs administrator and awarded to Greater Washington Urban League.
- Completed administrative issuances containing policies and procedures, including new underwriting guidelines for homebuyer programs and a specific post counseling plan for homebuyers.

Formulated new guidelines to include:

1. Counselors will continue to contact new homeowners indefinitely to ensure that homeownership remains intact and to address any potential problems;
  2. New homeowners will be contacted for counseling at their one, three, six, and twelve month marks after closing and annually thereafter; and
  3. Homeowners will be required to attend a pre-counseling session.
- Funded 104 District employees in the Employer Assisted Housing Program.
  - Funded 33 union and collective bargaining unit members in the Negotiated Employee Assistance Home Purchase Program.
  - Funded 12 homebuyers through the 203k HPAP "E" program. ■



Ivy City Development



Lead Safe Rehabilitated Home

## RESIDENTIAL AND COMMUNITY SERVICES DIVISION

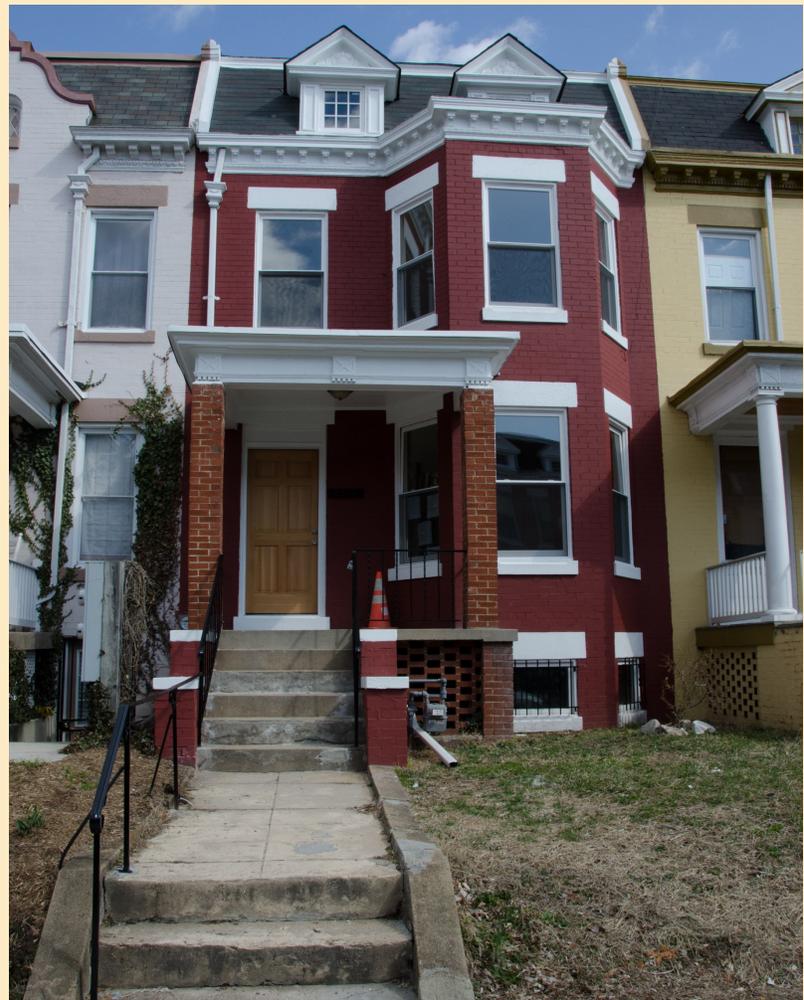
**THE LEAD SAFE WASHINGTON (LSW)** Program funds the identification and control of lead-based paint hazards in eligible single and multi-family properties. Some of LSW's notable accomplishments during FY 2013 included:

- Reached over 260,000 individuals through an outreach/education campaign with NBC-4, ABC-7, CBS-9, FOX-5, WHUR-Radio, Washington Informer and Hill Rag's magazine websites. The program participated in NBC-4's Health & Fitness Expo; over 942 residents received specific program information.
- Completed 40 single family lead projects and 15 multi-family lead projects.
- Completed projects where 183 children's elevated blood levels (EBLs) were abated.
- Over 60 DC residents received lead awareness and safety training from sub-grantee, Breathe DC and received individualized cleaning kits.
- Conducted 36 outreach events in FY2013.
- Conducted over 45 lead inspection risk assessments.
- Conducted lead-based paint hazard remediation in 21 single family homes and addressed all lead safety concerns.
- Received approval on the agency's "Healthy Homes" proposal and have begun to implement the program by identifying key personnel, operational procedures, etc. ■

**THE SINGLE FAMILY RESIDENTIAL REHABILITATION PROGRAM (SFRRP)** provides loans and grants for home repairs for DC building code violations, removes threats to health and safety, including lead based paint hazards and removes barriers to accessibility for persons with mobility or other physical impairments. Some of SFRRP's notable accomplishments during FY 2013 included:

- Replaced or repaired 30 roofs.
- Completed 23 projects in which handicapped improvements occurred.

- Developed and implemented new software program (Housing Developer Pro) which provides standards for construction scopes of work. The software helps to streamline construction costs.
- Coordinated with DC Solar to place solar panels on six approved SFRRP roofs.
- Collaborated with the Housing Strategy Task Force on handicapped accessibility to provide better support and deployment of resources to special needs customers. ■



Ivy City Development

## RESIDENTIAL AND COMMUNITY SERVICES DIVISION



Park Vista Apartments

**NEIGHBORHOOD BASED ACTIVITIES (NBA)** supported a core component of DHCD’s mission to create affordable housing and revitalize communities. Storefront Façade Improvement enhanced the image and overall economic viability of neighborhood business districts by improving the function and appearance of individual building facades. CBOs provided technical assistance, support and training to small and retail businesses focusing on neglected commercial corridors in low and moderate income areas in the District of Columbia. The organizations also provided counseling services and training to potential homeowners, current homeowners, and tenants, focusing on low and moderate income clientele and neighborhoods. Some of NBA’s notable accomplishments during FY 2013 included:

- Participated in the Coalition of Non-profit Housing and Economic Development’s Small Business Policy Project resulting in recommendations to the Mayor on how to make DC small business friendly. This included improving regulatory services, tax or other incentives for special business types, how to manage skyrocketing commercial space costs, tools for government advocacy, etc.
- Participated in the Office of Planning’s “Vibrant Retail Streets Toolkit” training and development for several key revitalization areas. The toolkits provide formulas and planning mechanisms for business attraction/location, support for infrastructure needs, guidelines and opportunities for business location, neighborhood input, etc.
- Grantees provided outreach and application processing support for the Great Streets Capital Improvement Grant.
- Partnered with the Department of Small and Local Business Development to support applications to the various FastTrac® DC business programs.
- Presented at seminar offered by the Office of Partnerships and Grant Services regarding “Doing Business with DHCD” The presentation focused on DHCD business support services, including façade improvement, and all manner of business support opportunities offered by the District government.

- Grantees provided housing services assistance to 19,951 households. Housing services includes outreach for DHCD programs and services, program application processing, training one-on-one and conducting training classes and community events related to all aspects of affordable housing and home preservation.
  1. Conducted over 300 workshops, seminars or group events, related to housing services and programs in the District.
  2. Provided credit counseling and financial literacy to over 4,000 households in the District.
  3. Provided homeownership counseling to over 9,000 individuals and households
  4. Counseled 795 households on mortgage delinquency or foreclosure.
  5. Completed pre-development for 81 storefronts.
  6. Completed construction for 12 storefronts.
- Completed Administrative Issuance containing policies and procedures for façade improvement program. ■



Recipient of NBA Funds



DHCD Headquarters

## HOUSING REGULATION ADMINISTRATION

**THE HOUSING REGULATION ADMINISTRATION (HRA)** is comprised of the Affordable Dwelling Unit (ADU), Inclusionary Zoning (IZ), Rental Accommodations Division (RAD), Rental Conversion and Sale Division (CASD), Rental Housing Commission (Commission), Housing Provider Ombudsman (HPO) and Housing Resource Center (HRC). HRA regulates aspects of residential rental housing and homeownership in the District. ADU, IZ, RAD, CASD, and Commission administer programs pertaining to affordable dwelling units, inclusionary zoning, rent control, rental housing registration and eviction controls, sale of and conversion of use of rental housing, and condominium formation and registration. The HPO provides information and technical assistance to housing providers, particularly small landlords. The Commission is an adjudicatory appellate body that handles appeals of final decisions on petitions from the DC Office of Administrative Hearings (OAH) and RAD. HRA also operates the Housing Resource Center (HRC), which serves as the repository for all RAD filings and a one-stop shop for information on DHCD programs and other housing resources.

The District's **AFFORDABLE DWELLING UNITS (ADU)** initiative is charged with increasing the supply of affordable housing throughout the city which directly correlates with DHCD's mission and the Mayor's priorities. Some of ADU's notable accomplishments during FY 2013 included:

### RENTED 585 TOTAL ADU UNITS:

- City Center (Old Convention Center): 136 units
- Heights of Georgia Avenue (32 apartments): 53 units
- Highland Park East: 26 units
- Highland Park West: 14 units
- Kennedy Row (East Capitol Street): 11 units
- NoMa West (Eckington Place NE): 48 units
- Progression Place /7th Flats: 51 units
- Residences on The Avenue (2221 I Street NW): 72 units
- Rhode Island Row (2300 Washington Place NE) : 54 units
- Senate Square (201 I Street NE): 22 units
- The V at City Vista (460 L Street NW): 49 units
- The View (1100 6th Street SW): 12 units
- 360 degrees H Street NE: 18 units
- 14W (1315 W Street NW): 19 units

### SOLD 49 TOTAL ADU UNITS:

- 1225 Fairmont 1 unit
- Canal Park 2 units
- Chancellors Row 9 units
- Eden 1 unit
- Emerson 1 unit
- Ivy City 13 units
- Montrose 3 units
- Villages Dakota Crossing 19 units
- Held four rental lotteries. ■

## HOUSING REGULATION ADMINISTRATION



Euclid Street Construction

### THE INCLUSIONARY ZONING (IZ)

initiative was leveraged by city developers to create mixed income neighborhoods; produce affordable housing for a diverse labor force; connect residents in low and medium income neighborhoods to housing opportunities; and seek equitable growth of new residents and increase homeownership opportunities for all income levels. Some of IZ's notable accomplishments during FY 2013 included:

- Drafted regulations for the program. The regulations were opened for public comments on August 2, 2013. IZ aims to review the regulations and implement the changes during FY 2014.
- Held seven rental lotteries.
- Held five sale lotteries.

### RENTED 21 IZ UNITS:

- 300 L Street NE (7 units)
- 318 I Street NE (14 units)

### SOLD 12 IZ UNITS:

- 1109 M Street SW
- 1700 Euclid Street NW #A-2
- 1700 Euclid Street NW #A-5
- 1700 Euclid Street NW #B-1 ■



Euclid Street IZ Development Rendering



DHCD Headquarters

## HOUSING REGULATION ADMINISTRATION

**THE HOUSING PROVIDER OMBUDSMAN (HPO)** supports the DHCD mission and goal of affordable housing and community development by assisting property managers, realtors, real estate licensees, prospective residential property investors, developers and existing housing providers in identifying and employing the best rental property management practices, understanding and complying with DC regulatory requirements, and disclosing the rent stabilization goals of the District of Columbia. Some of HPO's notable accomplishments during FY 2013 included:

- Increased office contacts with housing providers and other related stakeholders by 35%.
- Expanded education and outreach series, by 20% through additional partnerships with DHCD divisions and sister agencies in the economic, housing, safety and health clusters.
- Networked with other District of Columbia and municipal ombudsmen to further identify best practices related to conflict resolution and statutory compliance.
- Explored training enhancements offered by recording educational outreach session to be linked to the DHCD website and made available for viewing in the Housing Resource Center.

Reviewed the merits and challenges to create a certification component for housing providers who complete specific Housing Regulation Administration training sessions. ■

**THE RENTAL ACCOMMODATIONS DIVISION (RAD)** plays a key role in helping DHCD ensure the preservation and maintenance of affordable rental housing and meet the diverse rental housing needs of the District's low-to-moderate income residents by administering the Rental Housing Act of 1985, as amended. Some of RAD's notable accomplishments during FY 2013 included:

- Processed **30,876** forms, notices, petitions and agreements:
  1. 12,000 rent adjustments forms
  2. 8,199 telephone inquiries
  3. 7,495 notices to vacate
  4. 3,042 RAD Registration/Claim of Exemption Forms
  5. 140 landlord and tenant petitions
- Serviced **6,779** walk-in clients at the Housing Resource Center. ■

## HOUSING REGULATION ADMINISTRATION



Roundtree Senior Housing

### THE RENTAL CONVERSION AND SALE DIVISION (CASD)

advanced the agency's mission and objectives under the Condominium Act of 1976 by protecting unit purchasers-consumers, and ensuring condominium public offering statements and disclosure documents comply with statutory requirements. CASD also administered the Condominium Act's structural defect warranty program which assists unit owners in the event of structural defects in a condominium building or individual units. Under the Rental Conversion and Sale Act of 1980, CASD protected tenants from displacement due to the conversion, transfer or sale of rental housing, and also served as a repository for District Opportunity to Purchase Act (DOPA) notices. Additionally, CASD administered a housing assistance payment program which subsidized the rent of qualified, low income tenants who were displaced due to a conversion of rental housing to condominium ownership. Some of CASD's notable accomplishments during FY 2013 included:

- Processed, reviewed and administered **1709** applications:
  1. 145 condominium registration applications and public offering statements
  2. 175 conversion of use applications
  3. 10 property tax abatement applications
  4. 1,241 offer of sale notices
  5. 40 DOPA notices
  6. 80 notices of transfer
  7. 11 raze permit applications
  8. 0 housing assistance payment applications<sup>1</sup>
  9. 7 TOPA complaints
  
- Issued TOPA review letters to stakeholders, including property owners, settlement agents, and title insurers.
  1. 468 review of TOPA file letters
  2. 2 warranty claim determinations
  3. 7 TOPA complaint determinations

4. 4 reconsideration petition (for declaratory relief) administrative rejections
5. 1 noncompliance case referred to Office of the Attorney General (OAG) for civil enforcement
6. 16 conversion application rejection
7. 117 condominium registration orders (representing the registration of 2,969 residential condominium units)

- Acted on noncompliance cases and referred one case to OAG for civil enforcement.
- Continued to collect revenue due in the form of application fees, registration fees, and conversion fees:
  1. \$1,103,244 for conversion fees due and payable for the conversion of use of rental housing to condominium or cooperative ownership
  2. \$ 214,952 condominium registration fees
  3. \$ 20,400 conversion of use application fees
  
- Continued to cultivate relationships with its CBO partners, the Office of Tenant Advocate (OTA) and the Office of Administrative Hearings (OAH) to ensure cooperative and collaborative efforts to serve property owners, tenants, and other stakeholders.
  
- Conducted eight education outreach sessions in addition to HRA's quarterly stakeholder meetings, including condominium developers and realtors. ■

<sup>1</sup>CASD did not receive any housing assistance payment applications in FY 2013.



Park Vista Apartments

## RENTAL HOUSING COMMISSION

**THE RENTAL HOUSING COMMISSION'S (COMMISSION)** is charged with supporting the DHCD and mayoral vision to create and preserve the supply of quality affordable housing by enforcing the Rental Housing Act of 1985, as amended. The Commission was able to meet and exceed its statutory goals, thereby accomplishing its mission under the Rental Housing Act on behalf of the residents of the District of Columbia. Some of *the* Commission's notable accomplishments during FY 2013 included:

- Reduced the backlog of cases awaiting final decisions or dispositive orders by 45%, a reduction from 61 to 34 cases. Of these 27 cases, 14 were final decisions and 13 were final dispositive orders<sup>2</sup>.
- Reduced the time period from the docketing of a Commission appeal (by receipt of the certified case file from OAH) to the date of the Commission's hearing on that appeal by 50% from approximately 60 days to 30 days.

- Issued final decisions in four cases, which were pending before the Commission in excess of three years, and thereby reduced the number of cases pending final written decision, filed on or before 2011, by 23%, from 19 to 15<sup>3</sup>.
- Reduced the time period from the date of receipt of the certified record from OAH to the date when a Commission hearing is scheduled, by 90% from 30 days to three days. ■



Roundtree Senior Housing

<sup>2</sup>Chairman Peter Szegedy-Maszak wrote 60% of the 27 Final Decisions and Final Dispositive Orders.

<sup>3</sup>Chairman Szegedy-Maszak wrote the four (4) Final Decisions in these cases.

## COMMUNICATIONS AND COMMUNITY OUTREACH



SeVerna Ribbon Cutting Ceremony

**COMMUNICATIONS AND COMMUNITY OUTREACH** is a critical component to educating, assisting and supporting residents, public and private partners, media, and other stakeholders with advancing the creation and/or preservation of affordable housing throughout the District of Columbia. Some of the notable accomplishments during FY 2013 included:

### STRATEGIC COMMUNICATIONS

- Bolstered agency partnerships through Communications Action Network and Housing Association of Nonprofit Developers to attain industry best practices for communications methods and techniques.
- Compiled the Big K Media Strategy to outline how we would engage with the public and key stakeholders on the site development.
- Prepared 19 Weekly Front Burner briefs, for the Deputy Mayor for Planning and Economic Development and the DC Office of the City Administrator.<sup>4</sup>
- Completed the 62 page DHCD FY 2012 Annual Report that was electronically released on all agency online platforms highlighting the agency's accomplishment, FY 2013 forecasts and financial breakdown.

### MEDIA RELATIONS

- Conducted background media interviews and facilitated in-depth interviews with the Director or PIO/Comms Director yielding 14 news articles.

- Developed and implemented the agency's Social Media Strategy.
- Managed a 26.2% increase in followers on the DHCD Twitter platform.
- Managed a 35.9% increase in friends on the DHCD Facebook platform.
- Managed an 86.5% increase in views on the DHCD blog "House Calls".

### PUBLIC RELATIONS

- Advanced 31 events for the Mayor, Deputy Mayor and/or DHCD Director.<sup>5</sup>
- Drafted 39 total talking points, speeches, presentations and/or background bullets for the Mayor, Deputy Mayor and/or DHCD Director.<sup>6</sup>
- Managed 34 Ask the Director inquiries in 41 days from agency stakeholders.<sup>7</sup>
- Managed two (2) agency All Staff meetings. This required the preparation of remarks, agenda, announcements and other logistical details.<sup>8</sup>

### COMMUNITY OUTREACH

- Held 36 outreach engagements, public meetings, public hearings, training sessions, workshops, educational series and other activities for agency stakeholders.

<sup>4</sup>This count is based upon the Public Information Officer/Communications Director's 120 day timeframe (June 3, 2013 – September 30, 2013).

<sup>5</sup>This count is based upon the Public Information Officer/Communications Director's 120 day timeframe (June 3, 2013 – September 30, 2013).

<sup>6</sup>This count is based upon the Public Information Officer/Communications Director's 120 day timeframe (June 3, 2013 – September 30, 2013).

<sup>7</sup>This count is based upon the August 20, 2013 through September 30, 2013 timeframe.

<sup>8</sup>This count is based upon the Public Information Officer/Communications Director's 120 day timeframe (June 3, 2013 – September 30, 2013).

## COMMUNICATIONS AND COMMUNITY OUTREACH

### FIFTH ANNUAL DC HOUSING EXPO



Mayor Gray, Representative Norton and Mr. Adeoye-Jumbo

On Saturday, June 1, 2013, the Mayor and DHCD hosted the Fifth Annual DC Housing Expo at the Walter E. Washington Convention Center. The event amassed approximately 2,000 attendees, who visited workshops and over 75 exhibitors to learn about the various housing resources available to DC resident.

DC Delegate Eleanor Holmes Norton joined the DHCD Housing Lottery, to award DC residents Christina Brown and George Adeoye -Jumbo being selected to purchase two newly renovated homes at 50% of the current appraised value.



Below is the *Washington Informer* article (published June 2013) recapping the housing expo.

We're sure you have heard these gripes before, "DC is overpriced", "I can't move back into the city because it's too expensive," "DC is gentrifying by pricing certain income groups out of the market." Does any of these sound familiar to you? For the last two years DC has been getting a "big city" makeover - new condominiums, new homes, new hotels, new restaurants and yes, despite the naysayers, new and renovated affordable housings.

DC Mayor Vincent Gray and the Department of Housing and Community Development are at the forefront of the effort to ensure that DC residents of all income groups have great housing opportunities and beautiful communities in which to live.

On Saturday, June 1, 2013, the Mayor and DHCD hosted the Fifth Annual DC Housing Expo at the Walter E. Washington Convention Center. The event amassed approximately 2,000 attendees, including DC Delegate Eleanor Holmes-Norton, who visited workshops and over 75 exhibitors to learn about the various housing resources available to DC residents, and some even began preparing for homeownership.

The event climaxed with the DHCD Housing Lottery, which resulted in DC residents Christina Brown and George Adeoye-Jumbo being selected to purchase two newly renovated homes at 50% of the appraised value. Both properties are located in the NE quadrant of city.

"The Mayor has put the taxpayers' monies where his mouth is and allotted \$100M for affordable housing in the District and we are doing everything in our power to put the funds to good use and hit the goal of having 10,000 new or renovated units in the city by 2020," said DHCD Public Information Officer/Communications Director Marcus A. Williams. "We know that the expensive new properties might be catching everyone's eye but please know that we are doing everything we can to make sure there are nice affordable options for those DC residents with modest incomes who want to live in and enjoy the vibrancy of the city."

DHCD has a variety of programs and services for housing and community development. A few of the highlights include; Home Purchase Assistance Program Enhancement (HPAP) to assist in purchasing you first home and Single Family Rehabilitation to assist low-income

households and seniors in addressing code violations in the homes, and the Lead Safe Washington initiative to remediate lead based paint from homes and prevent lead poisoning for children under the age of 6.

Checkout the photos from the Fifth Annual Housing Expo and for more information on the services offered you can visit the DHCD Resource Center on the first floor of 1800 Martin Luther King, Jr Ave, call 202-442-7200 or you can visit [www.dhcd.dc.gov](http://www.dhcd.dc.gov). ■



Mayor Gray (left), housing lottery winner Ms. Christina Brown and daughter (center), and Congresswoman Eleanor Holmes-Norton (right) at the Fifth Annual DC Housing Expo.

The financial data in this report was supplied to DHCD by the Office of the Chief Financial Officer, District of Columbia.

## FINANCIALS



DHCD Headquarters

### AVAILABLE BALANCES BY PROGRAM CODE/ACTIVITY CODE/COMP SOURCE GROUP (CSG) - ALL FUNDS

Program Total	Activity Center Total	FY 2013 proved Budget	Ap- proved Budget	Total Expenditures	Carry Over
<b>1000-AGENCY MANAGEMENT PROGRAM</b>	1010 - PERSONNEL		531,355.46	227,839.54	303,515.92
	1015 - TRAINING AND EMPLOYEE DEVELOPMENT		263,172.01	199,409.66	63,762.35
	1030 - PROPERTY MANAGEMENT		4,279,490.47	2,620,393.19	1,659,097.28
	1040 - INFORMATION TECHNOLOGY		764,048.81	680,543.95	83,504.86
	1050 - FINANCIAL MANAGEMENT		1,776,525.19	1,561,958.53	214,566.66
	1060 - LEGAL		1,491,254.92	1,328,226.18	163,028.74
	1070 - FLEET MANAGEMENT		38,491.78	25,004.35	13,487.43
	1080 - COMMUNICATIONS		425,330.90	312,141.87	113,189.03
	1085 - CUSTOMER SERVICE		127,529.00	128,932.26	(1,403.26)
	1087 - LANGUAGE ACCESS		7,382.81	520.00	6,862.81
	1090 - PERFORMANCE MANAGEMENT		1,553,910.61	1,447,241.34	106,669.27
<b>Total for Program: 1000-AGENCY MANAGEMENT PROGRAM</b>			<b>11,258,491.96</b>	<b>8,532,210.87</b>	<b>2,726,281.09</b>
<b>100F-AGENCY FINANCIAL OPERATIONS</b>	110F - BUDGET OPERATIONS		296,409.85	270,436.85	25,973
	120F - ACCOUNTING OPERATIONS		336,547.42	265,760.89	70,786.53
	130F - FISCAL OFFICER		789,629.58	471,462.89	318,166.69
<b>Total for Program: 100F-AGENCY FINANCIAL OPERATIONS</b>			<b>1,422,586.85</b>	<b>1,007,660.63</b>	<b>414,926.22</b>
<b>2000-DEVELOPMENT FINANCE DIVISION</b>	2010 - AFFORDABLE HOUSING PROJECT FINANCING		79,616,061.38	54,841,155.23	24,774,906.15
	2013 - DFD PROJECT FINANCING STM NSP		414,441.47	373,716.37	40,725.1
	2015 - COMMUNITY FACILITIES PROJECT FINANCING		1,640,066.68	1,598,368.89	41,697.79
	2020 - TENANT OPPORTUNITY TO PURCHASE ASSIST		61,167.66	44,825.04	16,342.62
<b>Total for Program: 2000-DEVELOPMENT FINANCE DIVISION</b>			<b>81,731,737.19</b>	<b>56,858,065.53</b>	<b>24,873,671.66</b>
<b>3000-RESIDENTIAL AND COMMUNITY SERVICE DIV</b>	3010 - NEIGHBORHOOD BASED ACTIVITIES		4,671,955.02	4,399,916.79	272,038.23
	3020 - COMMUNITY SERVICES - COMM REVITALIZATION		2,099,936.41	2,099,936.28	0.13
	3030 - RESIDENTIAL SERVICES - HPAP		13,818,306.33	13,335,035.72	483,270.61
	3040 - RESIDENTIAL SERVICES - EAHP		356,962.63	6,000.00	350,962.63
	3050 - RESIDENTIAL SERVICES - LEAD SAFE WASHING		2,508,002.26	1,007,381.93	1,500,620.33
	3060 - RESIDENTIAL SERVICES - SINGLE FAM REHAB		3,581,524.49	3,053,883.86	527,640.63
<b>Total for Program: 3000-RESIDENTIAL AND COMMUNITY SERVICE DIVISION</b>			<b>27,036,687.14</b>	<b>23,902,154.58</b>	<b>3,134,532.56</b>
<b>4100-PROPERTY ACQUISITION &amp; DISPOSITION DIV</b>	4120 - PROPERTY ACQUISITION		1,118,683.38	954,055.96	164,627.42
	4130 - PROPERTY DISPOSITION		860,826.00	502,252.04	358,573.96
	4140 - PROPERTY MANAGEMENT		80,233.23	23,561.97	56,671.26
<b>Total for Program: 4100-PROPERTY ACQUISITION &amp; DISPOSITION DIVISION</b>			<b>2,059,742.61</b>	<b>1,410,108.54</b>	<b>649,634.07</b>
<b>4500-PORTFOLIO AND ASSET MANAGEMENT DIVISION</b>	4510 - PORTFOLIO AND ASSET MANAGEMENT		551,007.13	432,960.09	118,047.04
	4520 - TAX CREDIT ALLOCATION		134,764.86	134,733.18	31.68
<b>Total for Program: 4500-PORTFOLIO AND ASSET MANAGEMENT DIVISION</b>			<b>685,771.99</b>	<b>567,693.27</b>	<b>118,078.72</b>
<b>7000-PROGRAM MONITORING DIVISION</b>	7010 - CONTRACT COMPLIANCE		1,362,178.37	921,910.98	440,267.39
	7020 - QUALITY ASSURANCE		461,198.26	397,123.75	64,074.51
	7030 - HOMELESSNESS PREVENTION COMPLIANCE		81,473.92	16,393.63	65,080.29
<b>Total for Program: 7000-PROGRAM MONITORING DIVISION</b>			<b>1,904,850.55</b>	<b>1,335,428.36</b>	<b>569,422.19</b>
<b>8100-HOUSING REGULATION ADMINISTRATION</b>	8110 - RENTAL CONVERSION AND SALES DIVISION		1,179,119.34	860,560.25	318,559.09
	8120 - HOUSING RESOURCE CENTER		26,245.00	30,948.96	(4,703.96)
	8140 - RENTAL ACCOMMODATIONS DIVISION		936,017.21	956,264.80	(20,247.59)
<b>Total for Program: 8100-HOUSING REGULATION ADMINISTRATION</b>			<b>2,141,381.55</b>	<b>1,847,774.01</b>	<b>293,607.54</b>
<b>9100-RENTAL HOUSING COMMISSION</b>	9110 - RENTAL HOUSING COMMISSION		761,444.20	589,079.32	172,364.88
<b>Total for Program: 9100-RENTAL HOUSING COMMISSION</b>			<b>761,444.20</b>	<b>589,079.32</b>	<b>172,364.88</b>
<b>Summary</b>			<b>129,002,694.04</b>	<b>96,119,936.54</b>	<b>32,882,757.50</b>



**HOUSING RESOURCE CENTER—**

The DHCD Housing Resource Center is open Monday – Friday from 8:30 am – 3:30 pm.

Residents can visit the DHCD Housing Resource Center, located on the first floor at 1800 Martin Luther King, Jr. Avenue, SE, Washington, DC 20020. The DHCD Housing Resource Center can be reached via phone by calling (202) 442-9505

TTY: 711



The Overlook at Oxon Hill Run affordable housing rehabilitation received \$21,452,064 in DHCD funding.

**OUR COMMITMENT—**

The Department of Housing and Community Development (DHCD) is committed to promoting inclusive housing community and economic opportunities throughout the District of Columbia.



Mayor Vincent C. Gray  
Government of the District of Columbia

Michael P. Kelly, Director  
DC Department of Housing and Community Development  
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