DISTRICT OF COLUMBIA

FY 2013 Consolidated Annual Performance Evaluation Report

October 1, 2012 – September 30, 2013

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ABBREVIATIONS

ADAP	AIDS Drug Assistance Program
ADDI	American Dream Down-payment Initiative
AFHMP	Affirmative Fair Housing Marketing Plan
AI	Analysis of Impediments to Fair Housing Choice
AMI	Area Median Income
CAPER	Consolidated Annual Performance Evaluation Report
CBDO	Community-Based Development Organization
CDBG	Community Development Block Grant
CDC	Centers for Disease Control
CHDO	Community Housing Development Organization
CIP	Capital Improvement Program
CPP	Citizen Participation Plan
DCHA	District of Columbia Housing Authority
DCRA	Department of Consumer and Regulatory Affairs
DFD	DHCD's Development Finance Division
DHCD	Department of Housing and Community Development
DHS	Department of Human Services
DMPED	Deputy Mayor for Planning and Economic Development
DOES	Department of Employment Services
DOH	Department of Health
DSLBD	Department of Small and Local Business Development
EAHP	Employer Assisted Housing Program
EMSA	Eligible Metropolitan Statistical Area
ESG	Emergency Solutions Grant
FHIP	Fair Housing Initiatives Program
FRPAP	First Right Purchase Assistance Program
FY2013	Fiscal Year 2013
HAHSTA	HIV/AIDS, Hepatitis, STD, and Tuberculosis Administration
HAP	Homeownership Assistance Program
HCVP	Housing Choice Voucher Program
HDS	Housing Development Software
HoDIF	Home Ownership Developers Incentive Fund
HoFEDD	Housing Finance for the Elderly, Dependent, and Disabled
HOME	HOME Investment Partnerships Program
HOPWA	Housing Opportunities for Persons with AIDS
HPAP	Home Purchase Assistance Program
HPTF	Housing Production Trust Fund
HQS	Housing Quality Standards
HRA	Housing Regulation Administration
HUD	U.S. Department of Housing and Urban Development
IDIS	Integrated Disbursement and Information System
LAA	D.C. Language Access Act of 2004
LAHDO	Land Acquisition for Housing Development Opportunities
LBP	Lead-Based Paint
LIHTC	Low-Income Housing Tax Credit
LISC	Local Initiatives Support Corporation
LSDBEs	Local, Small, and Disadvantaged Business Enterprises

LSW	Lead Safe Washington
NCRC	National Capital Revitalization Corporation
NIF	Neighborhood Investment Fund Target Areas
NOFA	Notice of Funding Availability
NSP	Neighborhood Stabilization Program
NRSAs	Neighborhood Revitalization Strategy Areas
OPM	DHCD's Office of Program Monitoring
PART	Pre-Apprenticeship Readiness Training
RCS	DHCD's Residential and Community Services Division
RFA	Request for Applications
RFP	Request for Proposals
SAFI	Site Acquisition Funding Initiative
SFRRP	Single Family Residential Rehabilitation Program
TBRA	Tenant Based Rental Assistance
TOPA	Tenant Opportunity to Purchase Act
TPTAP	Tenant Purchase Technical Assistance Program
URA	Uniform Relocation Act
WASA	Water and Sewer Authority
WIC	Workforce Investment Council

EXECUTIVE SUMMARY

The Fiscal Year 2013 Consolidated Annual Performance and Evaluation Report (the "FY2013 CAPER") is a summary of the accomplishments under the District of Columbia's Fiscal Year 2013 Annual Action Plan (the "FY2013 Annual Action Plan"). The FY2013 CAPER consists of narrative statements which explain the progress made in carrying out the activities, and achieving the objectives and priorities set forth in the FY2013 Annual Action Plan. It also describes the methods used to comply with federal regulations.

Appendices with tables and reports supply additional details about the use of federal entitlement funding for the District of Columbia ("DC"). All of this information serves to document the significant amount of work contributed by the DC Department of Housing and Community Development ("DHCD") and community partners in an effort to carry out the priorities of the District's Five-Year Consolidated Plan ("Consolidated Plan").

The CAPER is submitted in accordance with regulations governing Consolidated Submissions for Community Planning and Development Programs (24 CFR 91.520) and Consolidated Annual Performance and Evaluation Reporting requirements as directed by the U.S. Department of Housing and Urban Development ("HUD"). The purpose is to report on DHCD's use of federal entitlement funding allocated from HUD and related program income. The federal entitlement funding and related program income sources, listed below, come from four federal funding programs: Community Development Block Grant ("CDBG"), the HOME Investment Partnerships ("HOME"), the Emergency Solution Grant ("ESG"), and the Housing Opportunities for Persons with AIDS grant ("HOPWA"). DHCD has been designated by the District of Columbia to receive and administer the entitlement funds allocated through the Consolidated Plan. However, the HOPWA grant is received directly by, and is administered by, the HIV/AIDS, Hepatitis, STD, and Tuberculosis Administration (previously known as the HIV/AIDS Administration) of the DC Department of Health ("DOH"). The ESG grant is received and administered by the Department of Human Services.

Fiscal Year 2013 Federal Funding:

CDBG Entitlement Allocation	$13,904,983
CDBG Program Income	8,260,124
HOME Entitlement Allocation	4,343,097
HOME Program Income	1,587,267
ESG Entitlement Allocation	1,414,021
HOPWA Entitlement Allocation	13,623,582
Total:	**$43,133,074**

Fiscal Year 2013 Actual Expenditures:

CDBG	$23,408,230
HOME	10,703,218
ESG	646,668
HOPWA [1]	12,625,281
Total:	**$47,383,397**

DHCD is pleased to report solid performance across all priority areas and specific objectives in FY2013. The Department's performance in other areas met or exceeded targets despite the austere resource environment.

[1] Final Expenditures for HOPWA unavailable from the Department of Health at time of draft publication

This exemplifies the broad array of programs offered and evidences DHCD's continuing efforts to be an effective steward of federal funds in the service of District residents.

DHCD has continued to successfully provide and expand affordable housing opportunities for District residents while facing a very challenging housing market. Increasing land and construction costs, an increasing demand to live in the District, and intense competition from private housing developers all contributed to the difficulty of creating and maintaining affordable units. At the same time, the District, like many jurisdictions across the country, faced rapidly diminishing local and federal resources. Despite these challenges, DHCD still created, preserved or assisted in the rehabilitation of 1,216 affordable ownership or rental units. The availability of HUD resources to leverage funds from other public and private sources was essential to achieving the objectives and priorities set forth in the Consolidated Plan and the FY2013 Annual Action Plan.

Table 1 is a summary of DHCD's accomplishments relative to the objectives and priorities set forth in the FY2013 Annual Action Plan.

Table 1: Summary of Accomplishments, FY2013

Total affordable housing units funded	1,216	Comprehensive housing counseling sessions	19,951
Homeownership units funded	24	Technical assistance services provided to small businesses	1,907
First-time homebuyers funded by the Home Purchase Assistance Program (HPAP)	289	Loans or grants by the Single Family Rehab Program	49
First Right Purchase Assistance Program (Tenant Purchase) units funded	50	Affordable housing units rehabilitated	482
Special needs housing units funded	262	Storefront façades improved	26

Other accomplishments in FY2013 include the following**:**

- DHCD held the 5th Annual Housing Expo at the Walter E. Washington Convention Center where over 1,000 people interacted with representatives from the mortgage industry, community-based organizations, and DC government agencies offering information, services and referrals to attendees.

- DHCD's Housing Resource Center (HRC) had over 6,500 stakeholders visit the HRC for counter services regarding DHCD services and programs.

- DHCD, through the Housing Regulation Administration (HRA), conducted a number of education and informational sessions on rental housing, condominium conversion matters, affordable housing programs, and inter-agency coordinated topics, and also conducted 8 quarterly stakeholder meetings.

Despite challenging times DHCD funded 1,216 total units of affordable housing in FY2013, which is slightly lower than initially projected. This number includes units financed for acquisition, rehabilitation and new construction, as well as lead multi-family and Home Purchase Assistance Program units. Focusing on infrastructure and efficiency, DHCD used creative and resourceful methods to fund as many affordable

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housing units as possible. In addition, the Department also met community development goals in the areas of community service activities, including housing counseling and small business technical assistance. Housing counseling was a particular focus in FY2013. DHCD worked with several agencies, non-profit organizations, community-based grantees, and the private sector to enhance outreach, education, and counseling around foreclosure prevention and loss mitigation within the District.

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A. Assessment of the Five-Year Goals and Objectives

Fiscal Year 2013 marked the third year of the District of Columbia's Five-year Consolidated Plan. The Five-Year Consolidated Plan for Fiscal Years 2011–2015 includes specific objectives and priorities pertaining to suitable living environments, decent housing, and economic development activities to be achieved during the five-year period.[2] These objectives and priorities, designed to assist persons of low- and moderate-income, are identified on an annual basis in the five Annual Action Plans. They include the following:

- Creation and retention of affordable homeownership and rental housing through new production, preservation, and rehabilitation; comprehensive housing counseling; and eviction prevention and homeless assistance;
- Expansion of homeownership through first-time homebuyer financial assistance, and technical assistance and counseling to convert rental properties to affordable homeownership; and
- Support of neighborhood-based economic and community revitalization activities through business expansion and retention services.

In an effort to prioritize needs and efficiently allocate resources, DHCD collaborated with citizens, elected officials, public-private agencies, and nonprofit organizations to determine community development needs for FY2013. The main identified areas of need were affordable housing, economic development, and homelessness prevention and social services for the District of Columbia. DHCD is pleased to report solid performance across all priority areas and specific objectives.

During FY2013, DHCD focused on three strategic areas: (1) preserving and increasing the supply of affordable housing through new construction and rehabilitation; (2) increasing homeownership opportunities; and (3) revitalizing neighborhoods, promoting community development, and providing economic opportunities. To help meet the diverse housing needs of the District's low- to moderate-income residents, DHCD operated programs for individuals, developers, and community groups. Through the Housing Regulation Administration DHCD works to ensure the preservation and maintenance of affordable rental housing by regulating building sales and conversion of use, administering the Rental Housing Act of 1985, and by enforcing the Rental Conversion and Sale Act of 1980 (also known as the Tenant Opportunity to Purchase Act (TOPA)).

In terms of preserving and increasing affordable housing, DHCD provided funding for the pre-development, rehabilitation and construction of 857 affordable units for both multi-family and single-family developments over the past year.

With respect to homeownership, DHCD provided loans, through second trust financing for acquisition and closing costs, for 238 new first-time homeowners through the Home Purchase Assistance Program (HPAP). DHCD also converted 50 rental units into home ownership opportunities by assisting tenants in acquiring their rental units for condominium or co-op ownership under the District of Columbia's First Right to Purchase Assistance Program. DHCD assistance allowed 73 families to remain in their homes by providing loans and grants for rehabilitation, including repairs for accessibility improvements, eliminating code violations, lead

[2] The Five Year Consolidated Plan is mandated by the United States Department of Housing and Urban Development for participating jurisdictions received in federal funding. The current plan covers Washington DC fiscal years 2011 through 2015, a time period that runs from October 1, 2010 through September 30, 2015, and can be accessed at the DHCD office at 1800 Martin Luther King Jr. Ave, SE, Washington DC 20020 or via the internet at http://dhcd.dc.gov/sites/default/files/dc/sites/dhcd/release_content/attachments/19883/2-ConPlan2ndDraftFinalPart2.pdf

remediation, and the replacement of lead pipes. DHCD also provided housing counseling to 19,951 tenants, home buyers and new homeowners to increase access to housing and stable homeownership.

In connection with neighborhood revitalization and addressing community needs, DHCD activities ranged from small business technical assistance to individual assistance in order to prevent homelessness. As part of our neighborhood investments over the past year, DHCD funded our non-profit partners to provide technical assistance for 1,907 small neighborhood businesses and to complete construction on façade improvement projects for 26 small businesses. As part of efforts to prevent homelessness, with ESG funds, emergency assistance was provided to prevent 198 households from becoming.

The following Table 2 shows the District's progress from FY 2011 through 2015 in addressing the priorities set by the community.

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Table 2: Outcome Performance Measurements (FY11 – FY15)

OBJECTIVE: SUITABLE LIVING ENVIRONMENT	Expected FY11	Actual FY11	Expected FY12	Actual FY12	Expected FY13	Actual FY13	Expected FY14	Actual FY14	Expected FY15	Actual FY15	5-Year Goal	5-Year Total	5-Year % of Total
Outcome: Availability/Accessibility													
Support homeless families. (DHS)	75	102	85	118	95	242	105		115		475	462	97.26%
Promote homeownership through the reclamation of abandoned properties.	30	31	32	52	36	0	40		42		180	83	46.11%
Outcome: Sustainability													
Enhance function and apperarance of business facilities to strengthen commercial corridors.	40	46	42	12	44	26	45		45		216	84	38.89%
Conduct program monitoring activities	150	201	175	279	185	141	195		200		905	621	68.62%

OBJECTIVE: ECONOMIC DEVELOPMENT	Expected FY11	Actual FY11	Expected FY12	Actual FY12	Expected FY13	Actual FY13	Expected FY14	Actual FY14	Expected FY15	Actual FY15	5-Year Goal	5-Year Total	5-Year % of Total
Outcome: Sustainability													
Support retention and growth of local neighborhood businesses.	1,500	1,680	1,550	3,323	1,575	1,907	1,600		1,625		7,850	6,910	88.03%

OBJECTIVE: DECENT HOUSING	Expected FY11	Actual FY11	Expected FY12	Actual FY12	Expected FY13	Actual FY13	Expected FY14	Actual FY14	Expected FY15	Actual FY15	5-Year Goal	5-Year Total	5-Year % of Total
Outcome: Availability/Accessibility													
Provide counseling to tenants in assisted housing with expiring subsidies, to prevent involuntary displacement.	3,000	4,306	3,200	9,276	3,400	5,424	3,600		3,800		17,000	19,006	111.80%
Provide Comprehensive housing counseling services to low/moderate income households	15,000	16,559	15,000	18,657	15,000	19,951	15,000		15,000		75,000	55,167	73.56%
Outcome: Affordability													
Preserve and increase rental housing supply for low-moderate income, extremely low and very low-income residents.	1,300	1,417	1,400	656	1,500	833	1,550		1,600		7,350	2,906	39.54%
Increase supply of new single and multi-family ownership housing units.	450	468	500	233	550	24	575		600		2,675	725	27.10%
Support tenants through tenant organizations with first right to purchase assistance to convert rental units to ownership units.	500	413	550	230	550	305	600		650		2,850	948	33.26%
Increase homeownership opportunites for first time low-moderate income residents	300	245	325	225	350	257	400		425		1,800	727	40.39%
Preserve and Increase homeownership opportunities for very low and low-income residents who are HOME income eligible.	50	42	60	316	70	279	75		80		335	637	190.15%
Preserve existing homeownership through assistance with rehabilitation to code.	100	124	110	49	120	49	130		140		600	222	37.00%
Assist conversion of rental units to condominium / co-op ownership units.	150	241	175	36	200	50	225		250		1,000	327	32.70%
Prevent increases in homelessness (DHS)	165	166	160	172	155	242	150		150		780	580	74.36%

B. Affirmatively Furthering Fair Housing

Section 808(e) (5) of the Fair Housing Act, requires a participating jurisdiction to engage in activities which promote Affirmatively Furthering Fair Housing ("AFFH") and in accordance with Section 104 of the Housing and Community Development Act of 1974 (24CFR Part 570.496(a)), DHCD certifies that it will affirmatively further fair housing. This legal requirement mandates that federal grantees further the purposes of the Fair Housing Act. Hence, the District must look at all factors – past, current and future--which have resulted in or help to perpetuate historical areas of segregation, racially concentrated areas of poverty, and unequal access to vital community assets and services. Factors which the District must confront include discriminatory housing actions by banking, real estate industry and government; housing markets operations, investment decisions by District officials and capital investors, geography limitations and development patterns.

As such, The District of Columbia through the D.C. Department of Housing and Community Development has conducted the prescribed Analysis of Impediments to Fair Housing Choice ("AI"). The most recent AI published in 2011 highlighted various issues of concern which the District will begin to examine and integrate into its action plans.

DHCD will also keep abreast of the proposed HUD *Affirmatively Furthering Fair Housing Regulations* to amend 24 CFR part 5, subpart A. This rule proposes to add new sections which will regulate the AFFH planning process by states, local governments, and PHAs. DHCD will work with HUD as further clarity on the AFFH goals, planning guidance, and interaction with all programs that are subject to AFFH requirements is provided.

One major contribution of the proposed regulation is in expansion of the "*affirmatively furthering fair housing"* definition to include not only fostering antidiscrimination measures, but to direct cities to take "proactive" steps to ensure more inclusive communities and access to programs and services for all protected under the Fair Housing Act. It also requires appropriate assessment and analysis and actions based on this assessment and analysis. The proposed regulation looks to the cities to synchronize the AI assessment with the planning cycle of the Consolidated Plan process linking fair housing goals to strategies, actions, and reporting on outcomes. In preparation for the regulation to take effect. DHCD will collaborate with the Office of Human Rights to create an AFFH advisory board to assist the District to effectuate the recommendations proposed in the 2011 AI.

Actions Taken to Affirmatively Further Fair Housing

The 2011 AI outlined recommendations which directly and indirectly provided guidance for ensuring equal housing choice for all District residents. During the past year, the District has been working on updating the AI to reflect current needs. Meanwhile, since the publishing of the 2005 and 2011 Analyses, the following activities have been accomplished in order to increase housing opportunities for the general public and persons with special needs. These include:

- **Interagency collaborations** – DHCD has partnered with the DC Department of Mental Health (DMH) to increase funding for affordable housing units which will house DMH consumers, including persons with disabilities. DHCD has provided training to DMH grantees on affirmative marketing to various communities.

- **On-going partnerships with Community-Based Organization (CBO)** – DHCD partnered with CBOs and other institutions to implement an integrated legal assistance, housing counseling, and financial assistance program to District residents. The CBOs continue to provide an invaluable

service to District residents regarding home ownership and credit counseling and are available in a number of different parts of the District.

- **Inclusionary Zoning Program implemented** – DHCD's Housing Regulation Administration, in collaboration with the Deputy Mayor for Planning and Economic Development (DMPED) and with the DC Department of Consumer and Regulatory Affairs (DCRA), has implemented the DC Inclusionary Zoning Program. This innovative regulatory program requires that developers of 10 or more units set aside up to 10 percent of the residential units for affordable housing. In return, they receive a 20% density bonus to build the affordable housing and market rate housing. DHCD is the agency tasked with compliance of this regulation.

- **Targeted foreclosure prevention** – The Department has identified high interest first trust loans in its portfolio, and proactively worked with these borrowers to avoid foreclosure. Names are forwarded to a partner housing counseling agency to contact and counsel if necessary, in an effort to prevent default.

Affirmative Marketing

The Department continues to enforce its affirmative marketing certification process for all of its construction projects (new construction, rehabilitation, and acquisition), as well as its service programs. The certification process was modeled after the HUD Affirmative Fair Housing Marketing Plan (AFHMP); however at the District level it ensures compliance with both federal and local laws and regulations of both programs and housing. The principal objective of the marketing certification is that the District's residential projects and its service programs are *affirmatively* marketed and accessible to *groups least likely* to know about the services or housing availability.

DHCD is the District entity charged with ensuring that affirmatively furthering fair housing compliance is adhered to. It is the goal of the Department to ensure that prospective buyers, tenants and service recipients, regardless of their protected category, are informed about programs and housing availability across the District and that they feel welcome to apply. The affirmative marketing certification process at DHCD, allows for greater diversity in areas that are suspect of having been subjected to housing discrimination based on the residents' protected group.

In the Department's program services arena, the certification process is standard for all community programs. The standard Equal Opportunity Certification ensures that non-housing activities, a standalone program or one associated with new construction or rehabilitation projects also abides by the affirmative marketing principle. DHCD requires completion of an Affirmative Marketing Plan ("AMP") certification for non-housing projects and for program services. All residential housing projects submit an Affirmative Fair Housing Marketing Plan with its corresponding information for all projects of five units or more, whether these are located in one parcel or a scattered multi-family project.

District Efforts to Remove Barriers to Affordable Housing

By removing barriers to affordable housing, DHCD affirmatively furthers fair housing choice to a greater number of District residents, these efforts are listed as follows:

- **Housing Production Trust Fund –** The District maintains a dedicated source of local funding for housing production through its Housing Production Trust Fund (HPTF) that is managed by DHCD.

- **Rental Housing Act of 1985 –** The District enforces the Rental Housing Act of 1985. This strong and effective rent stabilization law (known in the vernacular as rent control) is administered at DHCD, more effectively aligning the purpose of the law with the Department charged with creating and preserving affordable housing in the District.

- **Rental Housing Conversion and Sale Act of 1980 –** The District enforces the Rental Housing Conversion and Sale Act of 1980 (known as the Tenant Opportunity to Purchase Act or TOPA). This vigorous first right of refusal law is administered by DHCD which has sought to align the purpose of the law with the creating and preserving affordable housing opportunities.

- **The Housing Regulation Administration (HRA) –** HRA, which includes the Rental Accommodations Division, the Rental Conversion and Sale Division, and the Housing Resource Center, administers many of the District's local rental housing laws and the District's Inclusionary Zoning program. HRA enforces rental housing statues and regulations to ensure that: tenants are not unlawfully displaced; landlords comply with registration and rent control requirements' tenant displacement is diminished or prevented; tenants have an opportunity to purchase their buildings; stakeholders are informed of their rights and responsibilities; and promote affordable housing opportunities for District residents.

- **The DHCD Office of Program Monitoring – Fair Housing** – Through the Office Program Monitoring's Fair Housing department, DHCD provides technical assistance and training to sub-recipients on all fair housing and accessibility compliance issues for construction projects and programs. DHCD also continually monitors all its sub-recipients to ensure compliance with fair housing and equal opportunity laws and regulations.

- **Annual Fair Housing Symposium –** The District held its Twelfth Annual Fair Housing Symposium in April 2013. DHCD with its partner the DC Office of Human Rights and the Equal Rights Center brought District residents and service providers a day full of fair housing information. This year's theme, "Breaking through Barriers," provided the audience with information on how to better serve themselves and clients on issues dealing with barriers to housing and equal opportunity.

- **Annual Accessibility Training Program** – In December 2012, DHCD held the 9th annual accessibility compliance training for direct funding recipients, project managers, and invited agencies and organizations. This training covers Section 504 of the Rehabilitation Act of 1973, the Fair Housing Act as Amended, the District Housing Code, and the Americans with Disabilities Act. This training is mandatory for new staff and sub-recipients; sister housing and District agencies are also invited to attend. The training covers changes in federal and local regulations, parallels among the various regulations, practical application of such regulations and the current accessibility requirements for multifamily and single family housing.

- **Fair Housing Literacy** – DHCD continues to provide fair housing information and training as needed to the general public and District agencies, and distributes its fair housing brochure series, printed in various languages, at events such as community fairs and the annual DHCD Housing Expo held during Homeownership month in June.

Various national and local non-profit organizations as well as non-profit community development corporations offer tools to assist first time homebuyers and residents in crisis. The DC Housing Finance Agency has a Home Resource Center dedicated to education and training of first time homebuyers on homeownership opportunities. Manna, Inc., a non-profit housing corporation which builds affordable housing, also has its own first time home buyer training and mortgage assistance program, as do Housing Counseling Services, Inc. and other non-profits that assist low income residents citywide.

C. Affordable Housing

The challenges in FY2013 continue to be the increasing cost of housing, competition for a shrinking pool of affordable units, the impact of housing costs on the most vulnerable populations, the wage gap between skilled and unskilled workers, lack of public transportation options to regional employment opportunities, and the threat of displacement due to rising rents. Additionally, the Washington DC area faced a unique challenge in the forced budget cuts known as "sequestration" imposed on federal agencies that affected District residents as well.

DHCD administers a number of programs that create and preserve opportunities for affordable housing and economic development as well as revitalize underserved communities. DHCD continues to utilize its competitive funding process to target specific projects to achieve this mission by issuing Requests for Proposals for development and acquisition projects and Requests for Application for service-oriented grants. Additionally, DHCD works with partner organizations—including private, non-profit, or quasi-governmental development and financing entities—to provide housing and economic opportunities for low-to-moderate income residents.

For each fiscal year DHCD establishes objectives to meet the District's priority needs based on community consultation, experiences within the marketplace, U.S. Census and other data. These objectives are identified in the Department's Annual Action Plan. Table 3 presents a summary of DHCD's specific objectives for FY2013 within the categories specified by HUD and consistent with the District's priorities.

Specific Housing Goals and Objectives

During FY2013, DHCD assisted 238 first-time homeowners with loans from the Home Purchase Assistance Program (HPAP), and assisted another 50 units in the conversion from rental units to ownership as condominiums or co-ops under the District's Tenant Opportunity to Purchase Act. DHCD also provided housing counseling assistance to 19,951 individuals.

DHCD increased the supply of affordable housing by funding rehabilitation of multi-family and single-family units or pre-construction of new units for a total of 857 units. Among the affordable units supported were 482 rehabilitated or preserved units and 375 new construction multi-family or single-family units. Of the units funded in FY2013, xxx units were affordable to very low-income residents, xxx units were affordable to low-income residents, and xxx units were affordable to low-to-moderate income residents. [3]

[3] As of Draft publication, exact AMI unit breakdowns were not available

Table *3*: FY2013 Summary of Specific Housing Objectives

#	Specific Objectives	Sources of Funds	Performance Indicators	Expected	Actual	Outcome/ Objective
1	**Housing Regulation Administration**					
1.1	Preserving and increasing the supply of quality affordable housing	HPTF, Local, Other	• # of customers who utilize the HRC. • Total # of inclusionary zoning units built	6,500	6,618	DH-1 DH-2
				TBD	6	
2	**Development Finance Division**					
2.1	Preserving and increasing the supply of quality affordable housing	CDBG, HOME, Other	• Total special needs housing units funded • Total affordable housing units preserved • Total # of affordable units funded • % of renters spending greater than 30% on housing cost	150	262	DH-1 DH-2
				200	482	
				900	857	
				45	45.8[4]	
2.2	Increasing homeownership opportunities	CDBG, HOME, Other	• Total new homeownership units funded • Total First Right Purchase units funded • % of Owners spending greater than 30% on housing cost	80	24	DH-1 DH-2
				100	50	
				35	28.4[5]	
3	**Residential and Community Services**					
3.1	Preserving and increasing the supply of quality affordable housing	CDBG, HOME, HPTF, Other	• Total affordable units funded by RCS • Total single family rehab • Total lead multi-family units funded • Total residential rehab special needs units funded • # of Elevated blood lead level cases	200	359	SL-1 SL-3
				75	49	
				65	24	
				15	15	
				40	183	
3.2	Increasing homeownership opportunities	CDBG, HOME, Local, Other	• # of employee homebuyers funded by EAHP • # of qualified employee homebuyers funded by NEAHP • Total # of first time homebuyers funded by HPAP • Total HPAP special needs units funded	80	104	DH-3 EO-1
				100	33	
				400	286	
				10	2	
4	**Property Acquisition and Disposition**					
4.1	Preserving and increasing the supply of quality affordable housing	Other	• Total # of affordable units created or rehab through reclamation of abandoned properties • Average # of years of affordability for units created or rehab through reclamation of abandoned properties	45	0	SL-2
				15	n/a	

[4] 2012 Estimate for Washington D.C. from the U.S. Census Bureau American Community Survey http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS_12_1YR_DP04&prodType=table Accessed 10/24/2013

[5] *Ibid.*

Section 215 Housing Opportunities

Section 215 of the Affordable Housing Act contains eligibility requirements for affordable housing as well as a definition, specifically pertaining to the HOME program. Sections 92.252 and 92.254 under Title 24 Code of Federal Regulations, Part 92 (24 CFR 92) further explains rental and owner-occupied HOME housing criteria necessary to qualify as Section 215 housing.

As such, during FY2013, three types of assistance qualified as Section 215 housing:

1. A total of 26 households received down payment assistance using HOME dollars through our HPAP program, which are allowable under HOME regulations and guidelines;
2. No single-family owner-occupied households were rehabilitated using HOME funds under the single-family rehabilitation program; and,
3. Approximately 253 multifamily units were acquired, rehabilitated or constructed using HOME funds.

Efforts to Address Worse Case Needs

In FY2013, the District took several steps to address worse case housing needs, which are defined as low-income households who live in seriously substandard housing or have been involuntarily displaced.

The most important step taken by the District government was to use a dedicated source of local funding for the production of affordable housing. The Housing Production Trust Fund (HPTF or "Fund"), authorized by the Housing Production Trust Fund Act of 1988 as amended by the Housing Act of 2002, acts as a local source of money for affordable housing development. Capital for the HPTF is supplied from the legislated share of Washington DC deed recordation and real estate transfer taxes, currently 15%. The Fund is designed to direct assistance toward the housing needs of the most vulnerable District residents—very low- and extremely low-income renters. Pending the receipt of feasible project proposals, the statute requires that:

- A minimum of 40 percent of Fund monies disbursed each year must benefit households earning up to 30 percent of the area median income (AMI);
- A second minimum of 40 percent of the Fund monies distributed must benefit households earning between 31 and 50 percent of the AMI;
- The remainder must benefit households earning between 51 and 80 percent of the AMI; and
- At least 50 percent of the Fund monies disbursed each year must be used for the development of rental housing.

The funds may also be used for loans associated with other DHCD programs, such as Lead Safe Washington.

Another step the District has taken to address worse case housing needs is by discouraging projects that involve the displacement of persons. However, if displacement of persons should occur in a project, DHCD will make provisions for the appropriate relocation assistance as established by federal regulations. It is DHCD's policy to minimize displacement in all DHCD funded projects. Development Finance Division (DFD) project managers review developer's plans and revise those plans as necessary to minimize displacement. Where relocation is required, the project managers ensure, as part of the underwriting process, that the relocation plans are adequate and are funded as part of the project development costs. A number of DFD project managers have received training in the Uniform Relocation Act (URA). OPM has convened a team to oversee project compliance, including URA compliance, and to update the Division's operating protocols to ensure that all specialized monitoring disciplines are being addressed.

In FY2013, three residential properties required submission and approval of temporary and/or permanent relocation plans. These projects were 4000 Kansas Street Apartments, Crestwood Cooperative, and 2nd DC Co-op and comprised 25 units total. In most cases developers were able to relocate residents within the same facility; if residents had to be housed elsewhere during project completion they were housed off-site in comparable units that were decent, safe, and sanitary as well as inspected by DHCD. Any required relocation generated by DHCD's single family rehabilitation projects is incorporated into each project work plan, and associated costs are factored into the budget.

Non-Homeless Special Needs Population

Addressing the non-homeless special needs population, which includes the elderly and people with disabilities, is an important aspect of DHCD's Annual Action Plan. During the past fiscal year DHCD utilized five programs to fund projects for the special needs population. These were the Home Purchase Assistance Program (HPAP), Single Family Residential Rehabilitation Program, Multi-Family Housing Construction and Rehabilitation Program, First Right Purchase Program, and the Handicapped Accessibility Improvement Program. In FY2013, DHCD funded a total of 281 special needs housing units.

DHCD has partnered with the DC Departments of Behavioral Health (DBH) and Human Services (DHS) to increase funding for affordable housing units which will house DBH and DHS consumers, including persons with disabilities.

D. Continuum of Care

HUD encourages communities to address housing and homelessness through a comprehensive, collaborative, and strategic approach that it has promoted since 1994. HUD's Continuum of Care concept facilitates this process and is designed to help communities envision, organize, and plan comprehensive and long-term solutions to address the problem of homelessness.

The District's current homeless and homeless special needs' housing efforts are coordinated and managed by the Department of Human Services (DHS). DHS partners with the Community Partnership for the Prevention of Homelessness (the Partnership) for the District's Continuum of Care program under a FY2013 contract that has renewal provisions based upon achievement of the contract's performance objectives and the decision of the District. The contract funds the Partnership to address the needs of the District's homeless population, including other special needs subpopulations of the homeless (e.g., the frail elderly, chronically mentally ill, drug and alcohol abusers, and persons with HIV/AIDS).

The Partnership, with the approval of DHS, determines annually which services will be funded with the Emergency Solutions Grant (ESG) to address the most pressing emergency and prevention needs. In FY2013, the ESG funds paid for prevention, shelter operations, and administrative cost. Table 7 describes the uses of ESG funds in FY2013.

Actions Taken to Address Homeless Needs

Numerous activities are undertaken in the District to address the needs of homeless persons, and the special needs of persons that are not homeless but require supportive housing. Many of these activities are undertaken with the use of ESG and/or local funds.

The Emergency Solutions Grant supports the District's Homeless Continuum of Care program and the related objectives of the Consolidated Plan that provide for homeless or special needs populations. In FY2013 ESG funds continued to support prevention efforts and facilities operating at the entry point of the Continuum of Care, in order to maintain and improve those facilities even while the District works to build the permanent affordable and supportive housing that will end homelessness over time.

Improvements to the Continuum have been ongoing. The District's plan to end homelessness includes new efforts based on the Interagency Council on Homelessness and designed to support the Continuum of Care concept. It rests on three centerpiece policies:

1. Increase homeless prevention efforts within local and federal government;
2. Develop and/or subsidize at least 6,000 units of affordable, supportive permanent housing to meet the needs of DC's chronically homeless and other very low-income persons at risk of homelessness;
3. and
4. Provide wraparound mainstream supportive services fully coordinated with Continuum of Care programs and special needs housing.

The goals focus on 1) keeping as many people as possible from becoming homeless through direct prevention efforts and increasing the supply of affordable housing; and 2) enriching the homeless Continuum at all levels with supportive services that rapidly re-house persons with and without special needs. This refocuses the District's efforts over time from a "shelter first" to a "housing first" model that ends homelessness.

Within this general context, ESG funds continue to be used to support policy goal #1, which is to prevent homelessness and to maintain and improve the entry level of the Continuum of Care. Efforts to prevent homelessness in the District of Columbia have been enhanced by local funding of a rental assistance program in FY2013, but ESG prevention funds which are distributed through a network of neighborhood based organizations, continue to be the backbone of the District's prevention efforts.

Actions Taken to Prevent Homelessness

Prevention funds through various programs such as the Emergency Rental Assistance Program, the Family Rental Subsidy Program (FRSP) and when available, the Local Rental Subsidy Program (LRSP) were used to accompany the ESG program, these funds were specific to families in shelter. The goal of the ERAP, FRSP and LRSP programs were to assist families by either preventing homelessness by paying rental arrears, or assisting households through rapid rehousing. Depending on the program that a family was referred to, they would have either contributed funds to their rental, or received payment in full. ESG funds could be used to pay first month's rent and security deposit for families entering housing. In total, ESG funds were used to shelter 242 families in FY2013.

E. Other Actions

The District continued to support and use several methods to remove possible barriers to affordable housing such as: a dedicated source of local funding for housing production through its Housing Production Trust Fund (HPTF); improving programs and processes to make project funding more efficient; targeting investment by type of project and geographic area; using inter-agency coordination and public-private partnerships to leverage public funding; and by increasing outreach and marketing of programs and funding opportunities. Mayor Vincent Gray announced that there would be a onetime addition of approximately $100 million to go toward affordable housing projects in the District. Much of this money will be allocated by DHCD in FY2014 and FY2015.

DHCD improved its various programs to effectively address the needs of the underserved. The Department continued to fund outreach and assistance programs for tenants in buildings with expiring Section 8 and/or other federal program statuses. Tenants were provided information on purchase options under the District's First Right statute, comprehensive housing counseling and assistance for relocation, location of apartments, and for first-time home ownership.

In FY2013, DHCD hosted and participated in a number of outreach and community participation events specifically focused on homeownership and foreclosure prevention. In June, DHCD, in partnership with the Greater Washington Urban League and the Department of Insurance, Securities and Banking, held the 5th Annual Housing Expo at the Washington Convention Center. The event provided residents with access to a variety of housing resources. Over 1,000 people attended the free event and took advantage of the many educational opportunities offered, including workshops, credit and foreclosure counseling, exhibitors, and free credit reports.

During FY2013, DHCD allocated its funds based on the determination of priority needs identified in the Consolidated Plan and the Annual Action Plan and by the suitability of activities that are planned to meet those needs. Actions taken to address those needs are as follows:

Address Obstacles to Meeting Under-Served Needs

DHCD addressed obstacles to meeting under-served needs in the District through the following activities:

- Funded a broad range of housing counseling services with an emphasis on home ownership, transit oriented development, and preservation of existing housing placements.
- Conducted and participated in meetings with community agencies, neighborhood groups, and concerned citizens to discuss needs, available grants, the grant process, and other relevant information.
- Conducted site visits of target areas to assess/confirm needs and consider appropriate actions.
- Utilized a variety of funding sources to assist with rehabilitation of owner-occupied housing of low-income residents.
- Provided information on housing discrimination and landlord-tenant laws to low-income families, nonprofit organizations, local realtors, and property owners.

Foster and Maintain Affordable Housing

The Department has partnered with non-profit and for-profit developers to preserve existing and offer new affordable housing opportunities to those residents unable to meet the current cost demands of the District's escalating real estate market. The Department offers programs that help first-time homebuyers purchase

homes and assist current homeowners with home repairs. In addition, the District provides funding for housing counseling services to assist residents in moving towards home ownership and self-sufficiency. The District also funds commercial and economic development initiatives that help revitalize our communities and provide employment opportunities to unemployed and underemployed residents. DHCD makes special needs housing, preservation of affordable units with expiring Low Income Housing Tax Credit use agreements, and retention of Section 8 rental properties a specific funding priority when issuing Requests for Proposals.

Eliminate Barriers to Affordable Housing

In FY2013, the District took several steps to ameliorate the negative impacts of the current housing market, but realizes the fact that resources produced fewer units in an atmosphere characterized by pricing pressures.

The most important step taken by District government has been to add a dedicated source of local funding for housing production through its Housing Production Trust Fund (HPTF). The HPTF is a local source of money for affordable housing development that DHCD combines with other local and federal sources of funds in the competitive funding process to maximize Department support for affordable housing and community development projects. The HPTF is aimed at assisting the most vulnerable District residents. The Housing Act of 2002 requires that 80% of funds benefit households earning up to 50% of Area Median Income (AMI), and that 50% of funds disbursed each year must be used for the development of for-sale housing. In FY2013, the HPTF budget was $48,603,251.

The District also uses other methods to remove possible barriers to affordable housing such as: targeting investment by type of project and geographic area in its funding processes; using inter-agency coordination and public-private partnerships to leverage public funding; and increasing outreach and marketing of programs and funding opportunities.

Evaluate and Reduce Lead-Based Paint Hazards

In January 2012 DHCD's Lead Safe Washington Program (LSW) applied for the US Department of Housing and Urban Development Office of Healthy Homes and Lead Hazard Control (OHHLHC) Lead Hazard Reduction Demonstration Grant and in June 2012 was awarded $2,998,819 with a District match of $2.4M to render a total of 225 units lead safe during a three year period under grant number DCLHD0243-12. LSW has completed 20 inspection and risk assessment for 20 single family homes and is working on pre-construction documents to start production. Fiscal Year 2013 was the first of three years of this grant.

Current Grant Goals:

- Provide 275 free lead paint inspection/risk assessments to identify lead hazards;
- Perform lead hazard reduction interventions in 225 homes;
- Conduct 80 outreach and education events directly reaching 2,500 District residents;
- Provide job training and increased contractor capacity by providing free lead worker training to 20 District residents and train 225 property owners and tenants on lead awareness and cleaning/ maintenance issues;
- Establish three HEPA-Vacuum Loan Programs in targeted communities;
- Distribute, through faith-based partner organizations, 100 free prevention kits;
- Deliver 225 Post Remediation Kits to property owners to maintain lead safety in homes;
- Establish a Lead Safe Housing Registry of available healthy and lead certified rental properties to distribute regularly to community residents who are seeking lead safer housing;

Lead Safe Washington's outreach efforts continue to focus on single-family and multi-family properties with children under the age of 6 and to identify properties of children with EBLs. Due to the high percentage of low- to moderate-income families in the District, multi-family apartment buildings and young children in single-family properties, our outreach target areas have been concentrated in Wards 4, 6, 7, and 8. These efforts contributed to the submission of a steady stream of new single family and multi-family applications.

The week of October 22, 2012 was "National Lead Awareness Week," and DHCD partnered with the Department of Health and a number of community organizations to convene a kick-off for Lead Awareness Week called the "D.C. Lead Safe Fair: Healthy Homes-Healthy Children." The Fair offered information on lead-related health screenings, government programs and services, and businesses or organizations that provide products or services to populations most affected by the effects of lead-based paint.

DHCD outreach efforts also included commercials played on local television and radio stations during 'National Lead Awareness Week' and participation in community events and fairs. One such event was the Matthews Memorial Baptist Church Annual Health Fair and Blood Drive which allowed DHCD staff to educate a number of parents and community members on the risks associated with elevated blood levels and the importance of testing.

Other consumer-based efforts center on community fairs, health fairs and other public events in which LSW has the opportunity to have direct contact with property owners interested in lead remediation. Our owner-based efforts occur largely through direct "cold calls" to owners of multifamily properties, of properties expected to be good candidates for grant-funded hazard reduction as well as through dissemination of written materials to real estate associations and tenant organizations. Our detailed information highlights the LSW program and the detrimental hazards of lead-based paint. Letters sent to owners and tenants of properties containing a child with an elevated blood level as reported by the DC Department of the Environment have proven to be an effective means to provide outreach and enroll properties into the program.

DHCD also continued to hold monthly contractor meetings to educate local contractors about lead and the grants available for lead assessment and mitigation.

Compliance with Program and Comprehensive Planning Requirements

To ensure compliance with program requirements, our Office of Program Monitoring ('OPM') conducts site monitoring and compliance reviews annually of all agencies receiving CDBG and HOME funding. The Office of Program Monitoring focuses on accountability and reviews Department records and financial practices to determine compliance with grant regulations. DHCD made changes to its forms at the end of the year to better capture needed data and facilitate tracking of funds.

For comprehensive planning purposes, DHCD staff works closely with the Office of Planning on local affordable housing issues. The Office of Planning assisted DHCD with the development of the Five-Year Consolidated Plan.

Antipoverty Strategy

By funding housing for extremely low, very-low and low-income residents, DHCD contributes to the District's anti-poverty strategy by lifting families out of poverty and providing them with stable housing and a means to build wealth for the future. DHCD also supports other District Government initiatives in reducing poverty and utilizes its federal and local funds to help residents improve their financial stability through housing and financial counseling programs conducted by a network of community-based organizations. DHCD also provides funds to CBOs to assist small businesses with technical assistance and to improve their physical appearance to retain and expand neighborhood job opportunities.

The comprehensive housing counseling services funded by DHCD provide tenants and prospective homeowners with assistance in such matters as household/home management and maintenance, improving credit, household budgeting, and foreclosure prevention all geared toward improving residents' opportunities to obtain and retain decent housing with the prospect of moving toward ownership and the development of equity. Residents of buildings with expiring Section 8 protections are provided targeted assistance in locating housing options and are introduced to the DHCD-sponsored Tenant First Right to Purchase Program to move toward ownership.

The Tenant First Right to Purchase Program provides technical assistance, seed funding, and "earnest" money to tenant groups to assist them in organizing so they are prepared to take advantage of their first right of refusal when their building is up for sale. The program also provides new tenant owner groups with management/technical assistance. Converted buildings are also eligible to apply to DHCD for rehabilitation funding. During FY2013, DHCD provided 50 tenant households with these services through a technical service contract with University Legal Services.

DHCD also provides education and outreach to ensure that Fair Housing Laws are understood and that all residents are provided with information on their rights to access housing in the District of Columbia. DHCD's fair housing brochures are available in several languages. During FY2013, DHCD reached over 150 residents with fair housing information and/or assistance. In addition, DHCD also contributes to the District's anti-poverty strategy by encouraging developers to meet Section 3 requirements.

Other agencies play a key role in the reduction of poverty. The Department of Human Services administers income support, welfare to work, and a range of programs to support families and individuals. The Community Partnership for the Prevention of Homelessness provides emergency support from ESG funds to prevent eviction. The Office on Aging provides support services to seniors and partners with DHCD in the development of senior housing.

The Department of Employment Services (DOES) provides extensive job training opportunities through its city-wide "One Stop Service Centers." The Workforce Investment Council (WIC) brings together private and public sector stakeholders to develop strategies to increase employment opportunities for DC residents and to support and assist DOES in its employment mission. The D.C. Public School Administration has created career-oriented high schools in a number of specialized areas, including the technology and hospitality industries to facilitate students progressing from school to real jobs in the D.C. market.

DMPED manages the New Communities and Great Streets initiatives that address both physical and human service needs of targeted areas by combining government resources with those of private and non-profit developers or organizations to bring long-term and comprehensive revitalization to the designated area. "New Communities" is a comprehensive partnership to improve the quality of life for families and individuals living in distressed neighborhoods. DHCD administers one of the key resources for New Communities, the Housing Production Trust Fund. The companion program to New Communities is "Great Streets." Great Streets is a strategy to revive the local commercial corridors bordering the new communities so that services neighborhoods need are restored along with the housing and social fabric.

These two initiatives are a new and aggressive approach to fighting poverty that include current residents and businesses in the planning for a diverse neighborhood that attracts a mixture of incomes and household types into the revitalized neighborhoods.

Section 3

Section 3 of the Housing and Urban Development Act of 1968 requires that recipients of HUD funds (and their contractors and subcontractors), to the greatest extent feasible, provide job and other economic

opportunities to low and very-low income persons (Section 3 residents) and Section 3 Business Concerns. DHCD, as a recipient of HUD funding, must ensure that all of its recipients, and the contractors they hire, provide employment opportunities to low and very-low income residents; in particular public housing residents and recipients of public assistance. Recipients of community development funds from DHCD are required to either hire Section 3 residents or subcontract with Section 3 business concerns.

DHCD has implemented a comprehensive compliance program to ensure compliance of its recipients and their contractors. DHCD reviews all housing construction, housing rehabilitation, and public construction projects for Section 3 applicability. Recipients for covered projects are required to submit a detailed plan stating their Section 3 goals and how they will comply with Section 3 prior to receiving funds. Additionally, covered recipients are required to submit plans detailing their Section 3 goals, how they notify the community of opportunities, and efforts to comply. Recipients are monitored during the life of their project for compliance; monitoring includes site visits, reviews of documents, and quarterly reporting.

Education has been a priority in furthering Section 3 hiring in the District. In FY2013 DHCD conducted five annual mandatory trainings on Section 3 policy and procedure for recipients and their contractors. General contractors, local businesses, community groups, YouthBuild organizations, and representatives from the DC Housing Authority are regularly in attendance. Partners in DHCD's Section 3 efforts from the District of Columbia Housing Authority, including the Resident Services Manager and Section 3 Compliance Coordinator, are introduced and given an opportunity to discuss their programs. Certified Section 3 business concerns are often in attendance as well. This training is designed to provide a refresher on DHCD policy and procedure and to educate stakeholders on the Section 3 program and opportunities that are available.

In the hope of making compliance easier for its partners, DHCD has created the Section 3 Business Concern certification. The certification was implemented in 2009 and designed to facilitate compliance with Section 3 among DHCD recipients and their contractors. The certification is an application process that requires any business wishing to receive the preferences available to businesses under 24 CFR §135.36 to submit an application based upon factors defined in the regulations. The certification of Section 3 Business Concerns limits the opportunity for recipients and their subcontractors to assert that bona fide Section 3 businesses are not available for contracting opportunities.

Additionally, DHCD regularly holds Section 3 Business Concern certification orientation events. These orientations target local businesses, small business assistance groups, minority contractor groups, and Certified Business Enterprises to apprise them of Section 3 related opportunities at the Department and DHCD policy. DHCD continues to certify Section 3 businesses and to date has certified over 65 businesses. On April 23, 2013 DHCD participated in a HUD Section 3 Business Concern Certification event in support of HUD's Section 3 Business Registry Pilot Program, in which several certified Section 3 Business Concerns were in attendance. Additionally, DHCD participated in the second annual Section 3 Summit on March 19, 2013 at the NAHRO Legislative Conference, which provided NAHRO members with training on Section 3 compliance.

DHCD will submit all Section 3 information required under 24 CFR §135.90 to HUD Headquarters in order to assist in meeting reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. The data will indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs toward low- and very low-income persons, particularly those who are recipients of government assistance for housing.

F. Leveraging Resources

The District's housing and community development programs require, whenever possible, the maximum use of private financial resources. The Department looks to be a gap financer of financing for its selected projects, the private sector provides the bulk of each project's funds with DHCD funds closing the gap between private funds and the development cost of the project. Banks and other financial institutions serve as the private financing sources of all housing production, rehabilitation, or capital improvements and ongoing operations.

Many banks have special community lending operations called Community Development Financial Institutions (CDFI), partly in response to the provisions of the Community Reinvestment Act, which encourage local lenders to invest in affordable housing and other community support projects. Several local banks have been active in supporting nonprofit affordable housing development. The District's public dollars leverage these private funds.

DHCD also works in tandem with non-profit and quasi-governmental development organizations to leverage funds for affordable housing and economic opportunity. In addition, the District government and nonprofit developers have actively sought to capture foundation grants. Many nonprofit organizations seek foundation funding to provide social support services, especially to special needs populations. Among the organizations that are active in this area are the Local Initiatives Support Corporation (LISC), and the Enterprise Foundation. Many of these organizations have provided funding to help support DHCD's annual housing expo.

Matching Funds

Three HUD programs require matching funds: HOME, ESG, and Lead Safe Washington. The Lead Safe Washington local match requirement for the Lead-Based Paint grants was $2.1 million, which came from the Housing Production Trust Fund (HPTF).

Under 24 CFR 92.218 *et. seq.*, the District must provide a matching contribution of local funds to HOME-funded or other affordable housing projects as a condition of using HOME monies. In FY2013, DHCD contributed $x.x million toward the HOME match. [6] DHCD met its HOME match obligation through local contributions from HPTF and the Unified Fund. Eighty percent of all HPTF monies must benefit households earning up to a true 50 percent of the area median income, which is below the HOME income eligibility maximum; moreover, HPTF-assisted rental projects must be affordable for 40 years, which exceeds the HOME affordability period requirement. As the Department incurs HOME and Lead match-eligible expenses, it ensures that adequate funding is provided for the matching contribution.

In addition to its federal ESG funds, the District of Columbia provided local match dollars to support outreach and prevention services; support shelter operations and fund renovation of shelter space. The District provided assistance for the homeless through community-based organizations, faith-based organizations and other non-profit service providers. The FY2013 local match for ESG was $826,081in Emergency Rental Assistance Program vouchers.

[6] At time of Draft publication, this figure was unavailable

G. Citizen Participation and Comment

To ensure citizen participation in the District of Columbia's FY2013 CAPER process, DHCD followed the Department's approved Citizen Participation Plan. The CAPER public hearing will be held on November 20, 2013 at DHCD headquarters where citizens, community partners, and other interested stakeholders will be able to provide testimony on the performance of DHCD. Information on the public hearing and public review period was developed and delivered to neighborhood associations, Advisory Neighborhood Commissioners, local non-profits, churches, civic associations, District staff, City Council, and interested residents. Notice of the hearing was published on the DHCD website and in the D.C. Register on Friday, October 18, 2013 and in local newspapers on or about November 13, 2013. The CAPER was made available for a 30-day review and comment period in accordance with HUD guidelines and the Citizen Participation Plan.

The purpose of the public hearing was to provide residents with an update on the implementation of the current CDBG, HOME, HOPWA and ESG activities and offer the CAPER for public review and comment.

DHCD took the following actions to make the Notice of Public Review available and to invite public comment on the CAPER for FY 2013:

- **Direct mailings** – Office of the Mayor, City Administrator and Deputy Mayor for Planning and Economic Development; the Council of the District of Columbia; Advisory Neighborhood Commissioners (ANC); ANC Chair offices; Community Development Corporations and Community-Based organizations; Special Needs Housing Organizations; Non-profit Housing Groups; Latino, African, Asian and Pacific Islander Community Organizations and groups; and residents.
- **Email distributions** – DHCD staff, DHCD's housing partners, community leaders and neighborhood-based list serves.
- **Website** – The draft CAPER was posted on DHCD's website for review.
- **Media** – Notice of 15-day Public Review is being provided to diverse media outlets via paid advertising and press release distribution.

H. Self-Evaluation

DHCD responds to questions concerning the self-evaluation of the District's overall performance in implementing the Five Year Consolidated Plan and, in particular, its performance during FY2013:

1. Are activities and strategies having an impact on identified needs?

Yes: The District, through its neighborhood-based activity programs, strategically invests funds through housing development and community-based non-profit organizations to support the enhancement of economic opportunities, affordable housing preservation, and development for the benefit of the District's low-to-moderate income residents. The District funds an array of activities that are tailored to meet/satisfy the needs of each service community only limited by the capacity of the non-profit organization that serves that particular community. Additionally, the Department conducts a number of public outreach activities and continues to place emphasis on educating DHCD stakeholders about the good things the Department does and the programs and opportunities available to them.

The Department continues to work with community partners and other District government agencies to continually identify needs and develop pro-active solutions to meet those needs. Starting in FY2012 DHCD's Director was part of Mayor Vincent Gray's Comprehensive Housing Strategy Task Force which brought together diverse interest groups and experts to broadly analyze housing needs in the District of Columbia and recommend actions. The Task Force released its report "Bridges to Opportunity: A New Housing Strategy for DC" on March 12, 2013; DHCD will be one of the lead agencies in implementing the recommendations of the task force and Mayor Gray's vision for affordable housing in the District.[7]

DHCD also works closely with the DC Housing Authority and the DC Housing Finance Agency to maximize dollars available for housing opportunities for extremely low to moderate income residents of the District. A representative of DHCD attends the meetings of the Metropolitan Washington Council of Governments (COG) Committee of Housing Directors to participate in information sharing and initiatives of the Committee.

In FY2013, the Director of DHCD sat on the Interagency Council on Homelessness (ICH) as a government agency representative and was co-chair of the ICH Permanent Supportive Housing Production Committee. The ICH comprised of both government and community leaders working together to find creative and cost effective solutions to alleviate homelessness in the District.

Combined, all of these activities and programs have made a positive impact on previously identified needs while improving DHCD's stakeholder relationships and creating a more collaborative environment going forward.

2. What indicators would best describe overall results?

During FY2013, the District effectively utilized a comprehensive set of key performance indicators (KPIs) to track the progress of a wide range of activities in each division within the Department. Several of these measurements include activities and services that are linked directly to the Consolidated Plan. In all, there are 67 KPIs tracked across the 7 divisions within DHCD. Examples of such metrics include the number of low-to-moderate households assisted in becoming first-time homeowners, the number of low-to-moderate income households served through the neighborhood based activities programs, the time in which legal cases are

[7] *Mayor Gray and Comprehensive Housing Strategy Task Force Members Release Report*. N.p., 13 Mar. 2013. Web. 9 April 2013. <http://mayor.dc.gov/release/mayor-gray-and-comprehensive-housing-strategy-task-force-members-release-report>.

heard and ruled upon, the number of visitors to the Housing Resource Center, the number of environmental reviews performed, and the cost of housing (rental and ownership) as a percentage of income.

The number of affordable housing units funded is a critical measure that indicates the revitalization of our neighborhoods and how the need for affordable rental and ownership housing for low and moderate-income households is being addressed. The Development Finance Division also tracks the number of affordable housing units created per $100,000 of subsidy provided, which is an International City/County Management Association (ICMA) industry standard metric for jurisdictions with residents >100,000.

3. Are major goals on target?

Yes: DHCD has made a tremendous amount of progress in meeting the priorities set forth in the Consolidated Plan and has significantly increased the supply of affordable housing; expanded homeownership opportunities; and contributed to economic and community revitalization.

In FY2013, DHCD increased the supply of affordable housing by 857 units through funds provided for multi-family rehabilitation and/or for pre-development loans for new multi-family and single-family construction projects. While this is slightly below the FY2013 goal, Mayor Vincent Gray's promise of $100 million towards the production of affordable housing over the next two fiscal years (FY2014 and FY2015) will allow DHCD to overcome this minor shortfall and surpass the goals set forth in the Consolidated Plan.

DHCD's affordable housing construction projects spurred neighborhood revitalization and local economic development. As part of its neighborhood investments over the past year, DHCD funded housing counseling for 19,951 residents, home buyers, and new homeowners to increase access to housing and stable homeownership, technical assistance for 1,907 small neighborhood businesses to assist in their retention and expansion, and completed construction on façade improvement projects for 26 small businesses.

The District maintains goals and targets for the priority needs of the communities it serves. Progress continues to meet newly established goals: creation of new affordable housing, preservation of existing affordable housing, expansion of homeownership opportunities and meeting the needs of the homeless and those at-risk of becoming homeless. In FY2013, the District's annual allocation of CDBG and HOME grants were supplemented by funding from competitive federal grants, as well as the local Housing Production Trust Fund and local operating funds. Efforts to house special needs populations, such as the elderly and people with physical and intellectual disabilities, continue to improve through close partnerships with other District agencies.

4. What barriers may have a negative impact on fulfilling strategies and achieving the overall vision?

The number one barrier that prevents DHCD from fulfilling the strategic housing objectives set forth by the District government is scarcity of resources. Even after leveraging the District's annual federal entitlement funding of approximately $47 million with almost $68 million in local Housing Production Trust Fund dollars, the District's affordable housing and neighborhood economic and community revitalization needs continue to outpace resources. In FY2014 and FY2015, DHCD will have more resources from local funding sources, but as the cost of real estate in the District continues to rise to record levels and the number of new residents moving into the District continues to put pressure on the existing housing supply, those resources will need to be managed and allocated more carefully to be utilized most effectively.

The high cost of housing in the District of Columbia continues to be a barrier for both home-owners and renters as the median home sales price for the District in September, 2012 was $460,000, which is 10.18%

higher than September, 2012 and significantly higher than the national median price of $199,200. [8] For renters, the Washington DC Metropolitan Statistical Area is the seventh highest rental market in the United States according to real estate research firm Trulia, with the median rent for a two bedroom apartment costing $2,100 per month in September 2013.[9]

5. Based on this evaluation, what adjustments or improvements to strategies and activities might meet the identified needs more effectively?

In his 2013 State of the District address, Mayor Vincent Gray announced that, due to a large budget surplus from the previous fiscal year, $100 million would be set aside for affordable housing in the District with a long term goal of creating 10,000 units of affordable housing by the year 2020. DHCD will be the lead agency for the allocation of much of these funds over fiscal years 2014 and 2015. These funds will be utilized to address some of the most pressing affordable housing needs in the District.

While the District suffers from some of the highest housing prices in the nation, the rising real estate market does benefit the local Housing Production Trust Fund, which produces affordable housing units with funding mainly from the deed transfer and recordation taxes the city collects on real estate transaction. As residential and commercial real estate development in the District remains strong, the HPTF will benefit from this strength. Statutorily 40% of HPTF funds are required to fund housing for residents under 30% of Area Median Income, while another 40% is required for those under 50% AMI.

Lastly, beginning in November 2011 DHCD has been the beneficiary of technical assistance from Enterprise Community Partners through a grant provided by the US Department of Housing and Urban Development's OneCPD program. In that time, DHCD has worked with experts in all areas of affordable housing to review DHCD policies and procedures, recommend changes, and assist in the implementation of those changes to create more effective programs, compliance, and monitoring internally and externally. Through these process improvements DHCD had begun to implement industry best practices in many areas and continues to work with OneCPD to more effectively meet the needs of District residents.

[8] National home sale data from National Association of Realtors (http://www.realtor.org/news-releases/2013/10/existing-home-sales-down-in-september-but-prices-rise; accessed October 31, 2013) and Washington DC specific data from Real Estate Business Intelligence (http://www.rbintel.com/statistics/washington-dc; accessed October 31, 2013)

[9] "Though Slowing, Asking Home Prices Still Climbing Fast." Trulia; (http://trends.truliablog.com/2013/11/trulia-price-rent-monitors-oct-2013/ Accessed: November 5, 2013))

I. Monitoring and Compliance

During FY2013, DHCD continued to improve its sub-recipient monitoring program and procedures. DHCD developed its annual sub-recipient monitoring plan, and conducted monitoring reviews of DHCD programs and sub recipients, including the Neighborhood Based Activities (NBA) sub-recipients. The Office of Program Monitoring (OPM) issued monitoring reports that included specific findings and recommendations to be addressed.

OPM continued to use its tracking database to monitor DHCD and sub-recipient corrective action for reports issued by OPM and by external agencies such as HUD, the D.C. Office of the Inspector General, and respective A-133 auditors. Several findings/recommendations were closed due to the division's tracking and follow-up. The Office of Program Monitoring also regularly monitors the Integrated Disbursement Information System (IDIS) for CDBG, HOME, HOPWA and ESG commitment and spending requirements. The division issues monthly spending reports for the above programs.

In FY2013 OPM initiated a complete review and revision of DHCD Administrative Instructions (AI), which are the policies and procedures that outline how each department within DHCD is to function. While ongoing, this process has identified areas where no AIs have existed before and led to the update of AIs that have not been updated in a number of years, allowing for the introduction of best practices and increased efficiency.

Community Housing Development Organizations (CHDOs)

During FY2013, DHCD certified six CHDOs in accordance with the CHDO definition stated in 24 CFR 92.2. The Department also requires that all CHDOs recertify their compliance with that definition prior to issuing CHDO funds to them. To maximize the use of CHDO funds, the Office of Program Monitoring monitors the CHDO reservation requirement (in IDIS) on an ongoing basis, and DHCD both advertises technical assistance opportunities to the CHDOs and solicits CHDO participation from nonprofit organizations.

Community-Based Organizations (CBOs)

DHCD monitors the CBO's three times a year. (November, April and September) Our on-site monitoring review is focused on the following areas of program administration and regulatory compliance: (This monitoring depends on the program the CBO is working on.)

- Program performance review (national objective, eligible activities, contract objectives, scope of work, contract schedule , contract budget)
- General management practices (procurement practices, conflict of interest)
- Financial management practices (accounting system, internal controls)
- Recordkeeping/reporting practices
- Anti-discrimination compliance
- Activity-specific monitoring

Status of Grant Programs

Most services and activities are conducted within the planned time frame of one to two years. All CDBG, HOME, HOPWA and ESG funded activities are managed and completed well within established schedules, except for the activities that have been delayed due to changed circumstances, service areas or populations. DHCD has implemented a policy that projects must be ready for funding within three months of the application date.

J. CDBG Program and Use of Funds

During FY2013, Community Development Block Grant (CDBG) activities were conducted in accordance with the priority goals and objectives identified in the Consolidated Plan. DHCD's total CDBG program allocation for FY2013 was $13,904,983. Funds were distributed among homeownership and home rehabilitation assistance, affordable housing/real estate development, neighborhood investment, economic and commercial development, and administration costs.

As stated in statutory requirements, DHCD may not spend more than fifteen percent (15%) of the allocated grant amount on public services and no more than twenty percent (20%) on administrative costs, irrespective of actual expenditures during the program year. According to the Integrated Disbursement and Information System (IDIS) PR26 Financial Summary Report, DHCD spent 15.69% of its allocated FY2013 grant amount on public services and 14.79% of its allocated grant amount on administration costs.

In addition to the entitlement allocation, $8,260,124 was generated in program income through DHCD programs. In terms of actual expenditures versus the budgeted amount during FY2013, DHCD spent $25,666,746 of CDBG funds. The actual expenditure amounts as well as budgeted amounts are listed below.

Table 4: FY2013 CDBG Program Budget

	Budget	Total Expenditures
1. Homeownership and Home Rehabilitation Assistance		
a. Home Purchase Assistance Program (HPAP)	$ 6,397,721	$ 5,852,655
b. Residential Rehabilitation Programs	$ 1,898,865	$ 1,666,412
Subtotal	**$ 8,296,586**	**$ 7,519,067**
2. Affordable Housing/Real Estate Development		
a. Property Acquisition and Disposition	$ -	$ -
b. Development Finance Division Project Funding	$ 17,254,057	$ 9,997,819
c. Tenant Purchase Technical Assistance	$ 24,225	$ 17,120
Subtotal	**$ 17,278,282**	**$ 10,014,939**
3. Neighborhood Investment	$ 4,557,805	$ 4,245,528
a. Small Business and Crime Prevention		
b. Storefront Façade Development	$ 725,000	$ 420,563
c. Housing Counseling		
Subtotal	**$ 5,282,805**	**$ 4,666,091**
4. Agency Management and Financial Operations	$ 2,982,293	$ 2,933,869
5. Program Monitoring and Compliance/Portfolio Mgt.	$ 428,595	$ 532,780
Total CDBG Program	**$ 34,268,561**	**$ 25,666,746**

The District met expectations for the annual CDBG spending test, which was completed on August 2, 2013. By statute, on that day a jurisdiction cannot have more than 1 ½ times its most recent grant amount unspent. DHCD successfully completed this spending test by investing over $20 million of CDBG funds into neighborhood revitalization, affordable housing and community development activities.

CDBG housing activities undertaken by the DHCD addressed the following Consolidated Plan goals: encouraging revitalization of low-income neighborhoods, housing repairs for elderly persons, and support services to low-income elderly and disabled persons. DHCD's CDBG housing activities for FY2013 were:

- Multi-family rehabilitation,
- Tenant purchase,
- Home purchase assistance,
- Single family rehabilitation, and
- Housing for people with special needs.

Public service activities were focused on the needs of the District's very low to moderate-income residents by assisting with high priority needs. These included, but were not limited to, housing counseling services, neighborhood services, and support for tenants. Other needs listed in the Consolidated Plan and accomplished over the past program year were employment training, small business technical assistance, and façade improvement.

Changes in Program Objectives

While DHCD has used CDBG funds successfully to carry out its programs, the Department has made changes to programs as needed.

- DHCD continues to strengthen the monitoring protocols for its Development Finance Division (DFD) and its Residential and Community Services Division programs.
- DHCD has changed the Department's first-time homebuyer assistance programs, by determining levels of assistance that more strongly relate to household income in comparison to the metropolitan area median income; prevailing real estate market prices; and providing more favorable terms for loan repayment.

DHCD's programs have been designed to meet the HUD national objectives of benefiting low- and moderate-income persons, and elimination of slums and blight (through, for example, acquisition, disposition and rehabilitation).

K. HOME Program and Use of Funds

DHCD's HOME Program for FY2013 was designed to address both rental housing activities as well as owner-occupied housing activities, which deal with the Consolidated Plan's housing goals of increasing the availability of affordable rental units targeted to extremely low-, very low-, and low-income families and to encourage revitalization of low-income neighborhoods through housing rehabilitation.

HOME activities implemented in FY2013, which adhere to the Consolidated Plan goals, were:

- Multifamily development, including rehabilitation;
- Down payment assistance through the HPAP program; and
- Single family rehabilitation.

In FY2013, DHCD was allocated $4,343,097 of HOME funds through HUD while $1,587,267 was generated in program income. This HOME allocation represents a reduction of over 40% in HOME funds from the previous fiscal year due to federal reductions in the HOME program; in FY2012, DHCD received an allocation of $8,273,607. In terms of actual expenditures versus the budgeted amount during FY2013, DHCD spent $8,679.885 of HOME funds. The actual expenditure amounts as well as budgeted amounts are listed below.

Table 5: FY2013 HOME Program Budget

	Budget	Total Expenditures
1. Homeownership and Home Rehab Assistance		
a. Home Purchase Assistance Program	951770	366805
b. Residential Rehabilitation Programs	$ -	$ -
Subtotal	**$ 951,770**	**$ 366,805**
2. Affordable Housing/Real Estate Development		
a. DFD Project Financing	$ 10,139,261	$ 6,875,989
b. Community Housing Development Organization		
Subtotal	**$ 10,139,261**	**$ 6,875,989**
3. Neighborhood Investment		
a. CHDO Operating Grants	$ 415,757	$ 21,202
Subtotal	**$ 415,757**	**$ 21,202**
4. Agency Management and Financial Operations*	$ 860,346	**$ 966,692**
5. Program Monitoring and Compliance/Portfolio Mgt.*	$ 260,219	**$ 449,197**
Total HOME Program	**$ 12,627,353**	**$ 8,679,885**

* Does not include year-end adjustments

HOME Match Requirement

Under 24 CFR 92.218 *et. seq.*, the District must provide a matching contribution of local funds to HOME-funded or other affordable housing projects as a condition of using HOME monies Through the Housing Production Trust Fund, the District spent over $48 million on affordable housing projects that met the HOME program of affordable housing.

HOME MBE and WBE Report

Submittal of each annual CAPER must also include Part III of HUD Form 4107, otherwise known as HOME Annual Performance Report. Specifically, this report is used to report on the contracting and subcontracting opportunities with MBEs and WBEs for any HOME projects completed during FY2013. While there are no statutory requirements for contracting with a MBE or WBE, HUD uses this report to determine the outreach efforts of the Department to MBEs and WBEs. (See HUD Form 4107, Appendix F)

In terms of Affirmative Marketing, DHCD has established measures to guarantee compliance with affirmative marketing guidelines, including providing prospective funding recipients and all other affected stakeholders, i.e. developers, non-profits, the general public and tenants, with information on such fair housing requirements. The grantees are informed of their responsibility to make good faith efforts to provide information and otherwise attract eligible persons from racial, ethnic, familial composition, and gender groups in the District to occupy the available housing units who otherwise would not be aware of such programs or projects. Following are some actions mandated to assure affirmative marketing:

- All housing related programs and projects must display the "Equal Housing Opportunity" logo/slogan or statement in any advertising or solicitation for tenants or participants.
- Management companies of multifamily funded projects must display the fair housing posters wherever applications are accepted.
- Inform and solicit applications for vacant units for persons in the housing market who are least likely to apply for housing unless special outreach in completed.
- Inform targeted community agencies of the availability of units in order to reach the ethnically/racially/linguistically isolated community.
- Accept referrals from the D.C. Housing Authority that match the affirmative marketing requisites.
- Obtain information about apartment buildings occupied by community organizations and churches whose members are non-minority and are located in the various neighborhoods in which the program operates.

DHCD also continues to ensure that all its public documents have the District's Non-Discrimination clause as mandated by the Mayor's Executive Order 11246 and the implementing regulations at 41 CFR Chapter 60. This clause provides that:

> In accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code Section 2-1401.01 et seq.,(Act) the District of Columbia does not discriminate on the basis of actual or perceived: race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity or expression, familial status, family responsibilities, matriculation, political affiliation, genetic information, disability, source of income, status as a victim of an intra-family offense, or place of residence or business. Sexual harassment is a form of sex discrimination which is prohibited by the Act. In addition, harassment based on any of the above protected categories is prohibited by the Act. Discrimination in violation of the Act will not be tolerated. Violators will be subject to disciplinary action.

L. ESG Program and Use of Funds

DHS exceeded its FY2012 Action Plan goal under the Emergency Solutions Grant to provide shelter for 55 families. Shelter has provided for 102 families by supporting operations of a family shelter at 1448 Park Road NE. DHS has also provided at least 125 families and 59 individuals with emergency rental assistance and eviction prevention grants.

Table 6: Summary of Specific Homeless Objectives for FY2013

Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Actual Number	Outcome/ Objective
Homeless Objectives					
Prevent increases in homelessness	ESG	• No. of households that received emergency financial assistance to prevent homelessness	165	242	DH-2

For FY2013, funds reported on are from the ESG 2012 award, of which DHS spent 93% within the required 24-month spending period that expired on March 15, 2012. (Tables 6 and 7 show the ESG expenditures and accomplishments for FY2013)

Table 7: ESG Program Expense, FY2013

ACTIVITY/SERVICE	PLANNED	ACTUAL	ESG EXPENSE
Homeless Prevention/Emergency Assistance Grants	**165**	**242**	**$646,669**
Administration Cost	*	*	*
Total	**165**	**242**	**$646,669**

* At time of draft publication, this figure was unavailable.

Distribution of Funds by Goals

In FY2013 The Community Partnership for the Prevention of Homelessness (TCP or The Partnership) funded the following activities per its FY2011 spending plan:

1. Homeless Prevention/Emergency Assistance Grants for Families and Adults:

   Goal: Grants were to be made to eligible recipients through the Emergency Assistance Fund and neighborhood-based Family Support Collaborative.

   Sponsor: The Community Partnership for the Prevention of Homelessness
   Funding Source: ESG

   Budget Amount: $795,554
   Total Expenditure: $646,669 (Spent in FY2013)
   Anticipated Outcome Measure: 165 households served
   Actual Outcome Measure: 242 families and individuals served (125 families and 119 adults)

2. Staff, Operating, and Administration:

GOAL: Funds in the amount of $40,155.00 were included in the spending plan to cover a portion of administrative costs for TCP staff involved in the ESG program and for fiscal monitoring of ESG-funded activities.

Sponsor: The Community Partnership for the Prevention of Homelessness

Funding Source: ESG
Budget Amount: $40,155.00
Total Expenditure: Not available at time of draft publication
Anticipated Outcome Measure: N/A
Actual Outcome Measure: N/A

ESG Matching Funds

In addition to its federal ESG funds, the District provided local matching dollars to support outreach and prevention services. The District works to provide assistance for the homeless through community-based organizations, faith-based organizations and other non-profit service providers.

Table 8: Local ESG Match Expenditures for 2013

PREVENTION/EMERGENCY ASSISTANCE GRANTS		
Nonprofit Organization	**Funding Source**	**Funding Level**
Virginia Williams Family Resource Center (Family Central Intake) – operated by the Coalition for the Homeless	ERAP grant allocated by DHS	$826,081
Total Prevention		**$826,081**

Method of Distribution

In FY2013, DHS worked directly through The Community Partnership for the Prevention of Homelessness and its sub-grantees to carry out the intent of the ESG program.

TCP utilizes three categories of procurement to establish or expand services from District and federal funding sources.

1. Open Competition is the most frequently used method. The Partnership issues Requests for Proposal (RFPs) for desired services. The RFPs define in detail the services required. Draft RFPs are reviewed in a public conference prior to the issuance of a final RFP in order to insure maximum understanding and participation by potential providers. The Partnership accepts competitive applications from any interested organization. Applications submitted in response to RFPs are evaluated and ranked, according to the ranking criteria outlined in the RFP, by panels of three to five persons consisting of Partnership Board members and outside reviewers who have been determined to have no personal or financial interest in the provision of services under the various programs to be funded. The review panel makes recommended selection of awardees to the Partnership's Executive Director who, in consultation with the Board, is responsible for determining which proposals shall be funded.

2. Limited Competition is used to competitively bid within a limited pool of qualified providers. The basic criteria for inclusion in such procurement include: long standing and unique experience, capacity to implement a special project for a limited period of time, and/or capacity to provide a unique and specialized service under extenuating circumstances.

3. Sole Source Contracts are used primarily for interim contracts for projects that may be subject to an open competition at a later date; collaborative agreements with substantively qualified agencies that can advance a particular initiative; or personal services and consultant contracts to achieve limited objectives.

Appendix A DFD FY2013 CDBG and HOME Funded Activities

Project: 6925 Georgia Avenue
Project Type/Description: Development of 27 units of affordable housing including 11 HOME units for low-moderate income households. Project was submitted through an RFP process.
Address: 6925 & 6929 Georgia Avenue NW
Ward: 4
Sponsor: Girard House Cooperative
Anticipated Outcome: 27 Affordable units
Actual Outcome:
Beneficiaries: Households at 60% or below of AMI
Total Development Cost: $6,295,316
DHCD Budget Funding: $1,302,,316
Total Expenditure: $
Funding Source: HOME
Closing Date: August 2013
IDIS #:

Project: 5741 Colorado Ave. NW
Project Type/Description: Tenant cooperative that exercised Tenant First to Purchase Rights (TOPA) to acquire 28 unit apartment building. The tenants are low-moderate income households that now own their apartment units. The project funding application came through an open-ended TOPA funding for all cooperatives that are eligible under the requirements of the TOPA Law. Seed money loan provided pre-acquisition assistance to facilitate the acquisition.
Address: 5741 Colorado Avenue NW
Ward: 2
Sponsor; 5741 Colorado Ave Cooperative
Anticipated Outcome: Pre-development assistance leading to TOPA Acquisition
Actual Outcome: pre-development assistance
Beneficiaries: Individuals at 80% or below of AMI
Total Development Cost: $36,500
DHCD Budget Funding: $23,053
Total Expenditure: $23,053
Funding Sources: CDBG -$23,053
Closing Date: June 2012
IDIS #:43

Project: Servana II
Project Type/Description: Development of 133 units of affordable housing for low -moderate income households
Address: 100 KStreet NW
Ward: 6
Sponsor: Golden Rule
Anticipated Outcome 133 units of affordable housing
Actual Outcome: 0 at this time
Beneficiaries: 0-60% AMI individuals needing addiction counseling
Total Development Cost: $26,673,850
DHCD Budget Funding: $3,500,000
Total Expenditure: $590,130
Funding Source: HOME
Closing Date: December 2012
IDIS #:

Project: 3232 Georgia Avenue
Project Type/Description: 35 units of affordable housing Submitted in an RFP solicitation process.
Address: 3232 Georgia Avenue NW
Ward: 1
Sponsor: Georgia and Lamont LP.
Anticipated Outcome: 350 affordable housing units
Actual Outcome: 35 housing units
Beneficiaries: Individuals at 80% or below of AMI
Total Development Cost $22,263,613
DHCD Budget Funding: $2,323,850
Total Expenditure: $235,468
Funding Source: HOME
Closing Date: July 2013
IDIS #:

Appendix B Residential & Community Services FY2013 Funded Activities

Housing Services - CDBG

1. Housing Counseling Services (IDIS # 1953)
   2410 17th Street, NW
   DHCD Budget Funding - $1,250,000
   Total Expenditure - $1,250,000

   Outputs:
   - 175 HPAP/EHAP applications submitted
   - 1045 families were prepared to purchase a home in the future through pre-purchase counseling and training
   - 56 families purchased a home
   - 672 clients receive follow-up services, counseling and problem resolutions.
   - 45 single family LSW/SFRRP applications submitted to DHCD for consideration
   - 36 clients counseled in Homestead requirements
   - 527 residents attended foreclosure prevention clinics
   - 1568 clients received money/credit counseling or training
   - 309 clients received relocation counseling
   - 910 clients received eviction counseling
   - 246 rental buildings received T/A for First Right Purchase
   - 75 clients received counseling for IZ/ADU
   - 438 rental buildings received tenant counseling services

2. Lydia's House (IDIS # 1923)
   3939 South Capitol Street, SW
   DHCD Budget Funding - $400,000
   Total Expenditure – $329,120

   Outputs:
   - Homeownership Counseling provided to 996 individuals
   - Foreclosure prevention provided to 136 households
   - General credit counseling provided to 731 households
   - Processed 165 HPAP Applications submitted to the Greater Washington Urban League (GWUL)
   - 5 applications processed for LSW
   - 121 clients received eviction counseling
   - One regular monthly Homebuyers Club; 35 members

3. University Legal Services (IDIS #1912)
220 I St. NE
DHCD Budget Funding - $ 1,200,000
Total Expenditure - $1,199,720

Outputs:
- Total of 1547 clients for Homeownership and Home Management services
- Provided 201 clients for direct Homebuyer training (HPAP/EAHP received their NOE)
- Provided Single Family rehab counseling to 389 clients
- Provided foreclosure counseling to 282 clients
- Processed 769 LSW applications
- Provided service to 69 clients for Rental/Eviction Counseling
- Provided First Right Purchase Counseling in one building: 168 units

4. Latino Economic Development Corporation (IDIS # 1915)
2316 18th Street, NW
DHCD Budget Funding - $600,000
Total Expenditure - $587,550

Outputs:
- Provided homeownership counseling to 486 potential applicants
- Submitted 128 HPAP applications
- 39 families purchased a homes
- 68 clients received post-counseling services,
- 88 residents attended foreclosure prevention clinics
- 230 clients received money-credit counseling or training
- 96 clients received eviction counseling
- Educated tenants in 68 buildings, which are home to more than 4500 units of affordable housing
- Provided T/A to 39 buildings for the First Right Purchase Program

6. Manna, Inc. (IDIS # 1849)
828 Evarts Street, NE
DHCD Budget Funding - $75,000
Total Expenditure -$67,960

Outputs:
- Homebuyers club held five chapter meetings per month with 315 members

Commercial District and Small Business Technical Assistance

1. DC Chamber of Commerce Foundation (IDIS #1948)
7059 Blair Road, NW
DHCD Budget Funding - $203,131

Total Expenditure – $148,569

Outputs:

- Provided counseling to 37 existing small businesses and entrepreneurs
- Executed 69 Business Resource Center counseling agreements of business plans, certification and licensing.
- Retained 186 new clients
- 12 workshops on business development for Chinese and American small businesses
- 79 small business referrals

2. Development Corporation of Columbia Heights (IDIS #1949)
3419 14th Street, NW
DHCD Budget Funding - $50,000
Total Expenditure - $43,421

Outputs:

- Provided technical assistance to 149 area businesses
- Provided set-aside space for 2 businesses in DC-USA
- Referred 4 businesses for CBE Certification
- Completed 13 business plans and 4 business licenses

3. Latino Economic Development Corporation (IDIS # 1917)
2316 18th Street, NW
DHCD Budget Funding - $310,805
Total Expenditure - $302,563

Outputs:

- Closed 27 loans to small businesses in the District of Columbia
- Grew Local First DC, an alliance of small businesses to 300+ members
- Conducted 60 small business training workshops
- Provided one-on-one technical assistance to 569 small business owners and aspiring entrepreneurs

4. Washington Area Community Investment Fund, Inc. (IDIS #1955)
3624 12th St NE
DHCD Budget Funding - $339,844
Total Expenditure - $323,266

Outputs:

- Provided direct technical assistance to 529 prospective or existing small business owners
- Packaged 29 small business loans
- Conducted 61 financial needs assessments
- Distributed 95 small business toolkits
- Held 12 Small Business Loan Days
- Organized 29 small business seminars
- Provided technical assistance to 149 area businesses

- Provided set-aside space for 2 businesses in DC-USA
- Referred 4 businesses for CBE Certification
- Completed 13 business plans and 4 business licenses

5. ARCH Development Corporation (IDIS # 1911)
1227 Good Hope Road, SE
DHCD Budget Funding - $229,822
Total Expenditure - $218,434

Outputs:
- Provided technical assistance to 249 businesses
- Held 42 area business meetings
- Located five new businesses to Anacostia
- Operated collective business space called "the HIVE" made available to 208 businesses
- Completed 58 new business assessments

Commercial District and Small Business Technical Assistance – CDBG & Challenge Grant

1. DC Chamber of Commerce Foundation (IDIS #1854)
7059 Blair Road, NW
DHCD Budget Funding - $203,131
Total Expenditure – $200,874

Outputs:
- Provided counseling to 34 existing small businesses and entrepreneurs
- Executed 66 Business Resource Center counseling agreements of business plans, certification and licensing.
- Retained 173 new clients
- 10 workshops on business development for Chinese and American small businesses
- 83 small business referrals

2. Development Corporation of Columbia Heights (IDIS #1855)
3419 14th Street, NW
DHCD Budget Funding - $200,000
Total Expenditure - $194,091

Outputs:
- Provided technical assistance to 135 area businesses
- Provided set-aside space for 2 businesses in DC-USA
- Referred 2 businesses for CBE Certification
- Completed 12 business plans and 2 business licenses

3. Latino Economic Development Corporation (IDIS # 1853)
2316 18th Street, NW
DHCD Budget Funding - $310,805
Total Expenditure - $308,722

Outputs:

- Closed 25 loans to small businesses in the District of Columbia
- Grew Local First DC, an alliance of small businesses to 200+ members
- Conducted 62 small business training workshops
- Provided one-on-one technical assistance to 738 small business owners and aspiring entrepreneurs

4. Washington Area Community Investment Fund, Inc. (IDIS #1858)
3624 12th St NE
DHCD Budget Funding - $339,844
Total Expenditure - $322,240

Outputs:

- Provided direct technical assistance to 493 prospective or existing small business owners
- Packaged 23 small business loans
- Conducted 60 financial needs assessments
- Distributed 86 small business toolkits
- Held 13 Small Business Loan Days
- Organized 31 small business seminars

5. ARCH Development Corporation (IDIS # 1850)
1227 Good Hope Road, SE
DHCD Budget Funding - $229,822
Total Expenditure - $226,913

Outputs:

- Provided technical assistance to 233 businesses
- Held 48 area business meetings
- Located nine new businesses to Anacostia
- Operated collective business space called "the HIVE" made available to 18 businesses
- Completed 65 new business assessments

6. Greater Washington Hispanic Chamber of Commerce (IDIS # 1859)
910 – 17th Street, NW
DHCD Budget Funding - $124,228
Total Expenditure - $124,228

Outputs:

- Conducted 14 workshops and networking events
- Completed 24 businesses assessment reports
- Provided in depth technical assistance to 22 businesses and assistance to 437

Appendix C Income Levels

DISTRICT OF COLUMBIA
FY 2013 MEDIAN INCOME TABLES
Effective January 1, 2013

Very Low Income - Gross household income 30% area median income (AMI), adjusted for household size per the following table: (This category is known as Extremely Low Income when referring to HOME)

1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
$22,550	$25,800	$29,050	***$32,200***	$34,800	$37,400	$39,950	$42,550

Low Income - Gross household income 50% area median income (AMI), adjusted for household size per the following table: (This category is known as Very Low Income when referring to HOME)

1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
$37,600	$42,950	$48,300	***$53,650***	$57,950	$62,250	$66,550	$70,850

Moderate Income - Gross household income 80% area median income (AMI), adjusted for household size per the following table: (This category is known as Low Income when referring to HOME)

1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
$46,750	$53,400	$60,100	***$66,750***	$72,100	$77,450	$82,800	$88,150

Jurisdictions covered by these income limits include the following: Arlington, Fairfax, Fauquier, Loudoun, Prince William, Spotsylvania, and Stafford County, and the Cities of Alexandria, Fairfax, Falls Church, Fredericksburg, Manassas and Manassas Park in Virginia; Washington, D.C.; and Calvert, Charles, Frederick, Montgomery, and Prince George's County in the State of Maryland.

Median Family Income for Washington Metropolitan Area is **$107,300** effective December 12, 2012.

Appendix D Map of Funded Projects in FY2013

Project data not available at time of draft submission

Appendix E Public Notice

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

PUBLIC HEARING NOTICE

Wednesday, November 20, 2013

District of Columbia's Fiscal Year 2013 Consolidated Annual Performance Evaluation Report (CAPER)

Michael P. Kelly, Director, D.C. Department of Housing and Community Development (DHCD or the Department) will conduct a public hearing on Wednesday, November 20, 2013, to discuss the District's Fiscal Year (FY) 2013 performance in its use of funds received from the U.S. Department of Housing and Urban Development (HUD). DHCD received approximately $from HUD in Fiscal Year 2013 through four programs: the Community Development Block Grant (CDBG) Program; the HOME Investment Partnerships Program; the Emergency Shelter Grant (ESG) Program; and the Housing for Persons with AIDS (HOPWA) Program. DHCD administers the CDBG and HOME funds directly; the Department entered into an agreement with the Community Partnership for the Prevention of Homelessness to administer the ESG grant; and transferred the HOPWA grant to the D.C. Department of Health.

In preparation for the submission of the FY 2013 Consolidated Annual Performance and Evaluation Report (CAPER) to HUD, DHCD is soliciting public comment on the District's effectiveness during
FY 2013 at using federal funds to meet the District's housing and community development needs. These comments will form part of DHCD's and the District's evaluation, as required by federal regulations
(24 CFR 91.520). This hearing is reserved for a discussion of the District's FY 2013 performance.

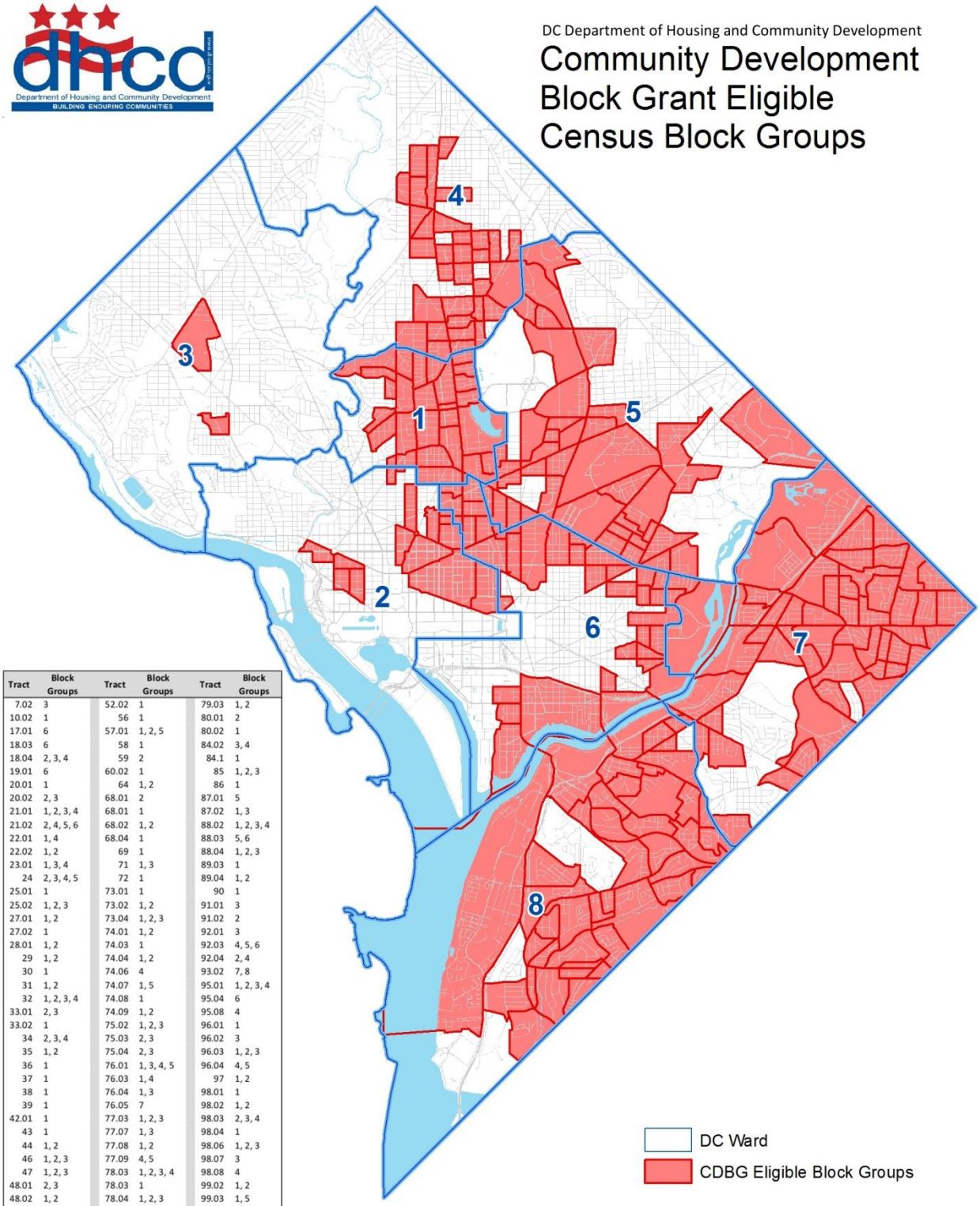
The hearing will be held on **Wednesday, November 20, 2013**, at the Department of Housing and Community Development, 1800 Martin Luther King Jr., Avenue, SE, 1st floor conference room at 6:30 pm. If you would like to testify, you are encouraged to register in advance either by e-mail at DHCDEVENTS@dc.gov or by calling (202)442-6993. Please provide your name, address, telephone number, and organization affiliation, if any.

Telecommunications Device for the Deaf (TDD) relay service will be provided by calling (800) 201-7165. Sign language interpretation and language translation services will be available upon request by calling Ms. Pamela Hillsman, seven days prior to the hearing on (202) 442-7251. Persons, who require interpretation or language translation, must specify the language of preference (i.e. Spanish, Vietnamese, Chinese-Mandarin/Cantonese, Amharic, or French). Language interpretation service will be provided to pre-registered persons only.

Appendix F HOME Match Report

Report Not Available at Time of Draft Submission

Appendix G Map of CDBG Eligible Areas



Tract	Block Groups	Tract	Block Groups	Tract	Block Groups
7.02	3	52.02	1	79.03	1, 2
10.02	1	56	1	80.01	2
17.01	6	57.01	1, 2, 5	80.02	1
18.03	6	58	1	84.02	3, 4
18.04	2, 3, 4	59	2	84.1	1
19.01	6	60.02	1	85	1, 2, 3
20.01	1	64	1, 2	86	1
20.02	2, 3	68.01	2	87.01	5
21.01	1, 2, 3, 4	68.01	1	87.02	1, 3
21.02	2, 4, 5, 6	68.02	1, 2	88.02	1, 2, 3, 4
22.01	1, 4	68.04	1	88.03	5, 6
22.02	1, 2	69	1	88.04	1, 2, 3
23.01	1, 3, 4	71	1, 3	89.03	1
24	2, 3, 4, 5	72	1	89.04	1, 2
25.01	1	73.01	1	90	1
25.02	1, 2, 3	73.02	1, 2	91.01	3
27.01	1, 2	73.04	1, 2, 3	91.02	2
27.02	1	74.01	1, 2	92.01	3
28.01	1, 2	74.03	1	92.03	4, 5, 6
29	1, 2	74.04	1, 2	92.04	2, 4
30	1	74.06	4	93.02	7, 8
31	1, 2	74.07	1, 5	95.01	1, 2, 3, 4
32	1, 2, 3, 4	74.08	1	95.04	6
33.01	2, 3	74.09	1, 2	95.08	4
33.02	1	75.02	1, 2, 3	96.01	1
34	2, 3, 4	75.03	2, 3	96.02	3
35	1, 2	75.04	2, 3	96.03	1, 2, 3
36	1	76.01	1, 3, 4, 5	96.04	4, 5
37	1	76.03	1, 4	97	1, 2
38	1	76.04	1, 3	98.01	1
39	1	76.05	7	98.02	1, 2
42.01	1	77.03	1, 2, 3	98.03	2, 3, 4
43	1	77.07	1, 3	98.04	1
44	1, 2	77.08	1, 2	98.06	1, 2, 3
46	1, 2, 3	77.09	4, 5	98.07	3
47	1, 2, 3	78.03	1, 2, 3, 4	98.08	4
48.01	2, 3	78.03	1	99.02	1, 2
48.02	1, 2	78.04	1, 2, 3	99.03	1, 5
49.01	1, 2	78.06	1, 5	99.04	1, 3, 4, 6
49.02	1, 2	78.07	1, 3	99.05	2, 3, 4
50	2	78.08	2, 3, 4	99.06	1
51	1	78.09	3, 4	99.07	2
52.01	1	79.01	1, 2, 3, 4		

Vincent C. Gray, Mayor
Government of the District of Columbia

Victor Hoskins, Deputy Mayor for
Planning and Economic Development

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

For further information, contact
Quinn A. Warner
(202) 442-7245