



DRAFT FY 2014 Annual Action Plan



District of Columbia

Vincent C. Gray, Mayor

Victor Hoskins, Deputy Mayor

Planning and Economic Development

Michael P. Kelly, DHCD Director



Progression Place

Georgia Avenue NW | 205 units / 50 Affordable Housing

October 1, 2013 to September 30, 2014

Notice of Non-Discrimination

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.



TABLE OF CONTENTS

FY2014 ANNUAL ACTION PLAN

APPLICATION FOR FEDERAL ASSISTANCE (SF 424).....	1
Chapter One: General Information.....	5
Executive Summary	5
Evaluation of Past Performance.....	6
Geographic Priority Areas	6
Basis for Allocation of Funding.....	7
Sources of Funds.....	8
Managing the Process	12
Chapter Two: Housing	14
Specific Housing Objectives.....	14
Public Housing.....	15
Barriers to Affordable Housing	16
HOME	19
Chapter Three: Homeless	23
Specific Homeless Prevention Elements	23
Chapter Four: Community Development	27
Community Development.....	27
Anti-Poverty Strategy	29
Chapter Five: Non-Homeless Special Needs	31
Non-Homeless Special Needs Priorities and Objectives	31
HOPWA	32
Chapter Six: Citizen Participation.....	33
Participation Process.....	33
Public Meetings	33
Access to Information.....	33
Substantial Amendments	34
Citizen Comments.....	34
Efforts to Broaden Public Participation	34
Chapter Seven: Other	35
Fair Housing	35
Affirmatively Furthering Fair Housing.....	38
Monitoring	44
Lead-based Paint.....	45
Economic Development.....	45
Chapter Eight: Description of Activities	47
Listing of Projects and Programs (Table 3c)	47
Chapter Nine: Certifications.....	73
Specific CDBG Certifications	75
Specific HOME Certifications.....	77
Specific ESG Certifications	78
Specific HOPWA Certifications.....	79
Appendix A: DHCD Program Descriptions.....	81



Appendix B: Income Levels.....	85
Appendix C: Federal Certifications.....	87
Appendix D: DHCD Target and CDBG Eligible Areas.....	89
Appendix E: Citizen Participation Plan.....	91
Appendix F: Public Notice	101
Appendix G: Summary of Public Comments.....	103
Appendix H: Pipeline of Projects to be Funded	105
Appendix I: HOPWA FY2012 Action Plan	107

TABLES

Table 1: FY2014 Federal Funding.....	8
Table 2: FY2014 Proposed Local/Other Funds Allocations.....	10
Table 3: FY2014 Summary of Specific Housing Objectives.....	14
Table 4: FY2014 Proposed Emergency Shelter Grant Budget	23
Table 5: FY2014 Specific Community Development Objectives	28

DRAFT



ABBREVIATIONS

ADAP	AIDS Drug Assistance Program
ADDI	American Dream Down-payment Initiative
AFFH	Affirmatively Furthering Fair Housing
AFHMP	Affirmative Fair Housing Marketing Plan
AI	Analysis of Impediments (to Fair Housing Choice)
AMI	Area Median Income
ARRA	America Recovery and Reinvestment Act
CAPER	Consolidated Annual Performance Evaluation Report
CBDO	Community-Based Development Organization
CBO	Community-Based Organization
CDBG	Community Development Block Grant
CDC	Centers for Disease Control
CHDO	Community Housing Development Organization
CIP	Capital Improvement Program
CoC	Continuum of Care
CPP	Citizen Participation Plan
DCHA	D.C. Housing Authority
DCRA	Department of Consumer and Regulatory Affairs
DFD	Development Finance Division (DHCD)
DHCD	Department of Housing and Community Development
DHS	Department of Human Services
DMH	Department of Mental Health
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
ERAP	Emergency Rental Assistance Program
ESG	Emergency Shelter Grant
FHIP	Fair Housing Initiative Program
FRPAP	First Right Purchase Assistance Program
FY2014	Fiscal Year 2014
HAHSTA	HIV/AIDS, Hepatitis, STD, and Tuberculosis Administration
HAP	Homebuyer 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
HPRP	Homelessness Prevention and Rapid Re-Housing Program
HPTF	Housing Production Trust Fund
HQS	Housing Quality Standards
HRC	Housing Resource Center (DHCD)
HUD	U.S. Department of Housing and Urban Development
ICH	Interagency Council on Homelessness
IDIS	Integrated Disbursement and Information System
IZ	Inclusionary Zoning
LAA	Language Access Act of 2004 (District of Columbia)



LAHDO	Land Acquisition and Housing Development Organization
LBP	Lead-Based Paint
LEDC	Latino Economic Development Corporation
LIHTC	Low-Income Housing Tax Credit
LISC	Local Initiatives Support Corporation
LSDBE	Local, Small, and Disadvantaged Business Enterprise
LSW	Lead Safe Washington
MFI	Median Family Income
MOU	Memorandum of Understanding
NCRC	National Capitol Revitalization Corporation
NIF	Neighborhood Investment Fund
NOFA	Notice of Funding Availability
NRSAs	Neighborhood Revitalization Strategy Areas
OPM	Office of Program Monitoring (DHCD)
PADD	Property Acquisition and Disposition Division (DHCD)
P.A.R.T.	Pre-Apprenticeship Readiness Training
QAP	Qualified Allocation Plan
RAD	Rental Accommodations Division
RCS	Residential and Community Services Division (DHCD)
RFA	Request for Applications
RFP	Request for Proposals
SAFI	Site Acquisition Funding Initiative
SFRRP	Single Family Residential Rehabilitation Program
TBRA	Tenant Based Rental Assistance
TPTAP	Tenant Purchase Technical Assistance Program
URA	Uniform Relocation Act
WASA	Water and Sewer Authority
WIC	Workforce Investment Council



APPLICATION FOR FEDERAL ASSISTANCE (SF 424)

Application for Federal Assistance SF-424 Version 02		
*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s) *Other (Specify) _____
3. Date Received:		4. Applicant Identifier: 53-6001131
5a. Federal Entity Identifier:		*5b. Federal Award Identifier:
State Use Only:		
6. Date Received by State:		7. State Application Identifier:
8. APPLICANT INFORMATION:		
*a. Legal Name: District of Columbia		
*b. Employer/Taxpayer Identification Number (EIN/TIN): 53-6001131		*c. Organizational DUNS: CDBG – 111754206 HOME – 001367031
d. Address:		
*Street 1: 1800 Martin Luther King Jr. Ave., SE		
Street 2: Suite 300		
*City: Washington		
*State: D.C.		
*Country: _____		
*Zip / Postal Code 20020		
e. Organizational Unit:		
Department Name: Department of Housing & Community Development		Division Name: Office of Program Monitoring
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Mr.	*First Name: Quinn	
Middle Name: A.		
*Last Name: Warner		
Title: Resource Management Specialist		
Organizational Affiliation: Employee		
*Telephone Number: 202-442-7245		Fax Number: 202-645-6727



*Email: Quinn.Warner@dc.gov						
*9. Type of Applicant 1: Select Applicant Type: D. Special District Government						
*Other (Specify)						
*10 Name of Federal Agency: U. S. Department of Housing & Urban Development						
11. Catalog of Federal Domestic Assistance Number:						
FDAN:	CFDA Title:					
<u>14-218</u>	<u>Community Development Block Grant (CDBG)</u>					
<u>14-239</u>	<u>HOME Investment Partnership Act Grant (HOME)</u>					
<u>14-231</u>	<u>Emergency Shelter Grant (ESG)</u>					
<u>14-241</u>	<u>Housing Opportunities for Persons with AIDS (HOPWA)</u>					
*12 Funding Opportunity Number:						

*Title:						

13. Competition Identification Number:						

Title:						

14. Areas Affected by Project (Cities, Counties, States, etc.):						
District of Columbia						
*15. Descriptive Title of Applicant's Project:						
16. Congressional Districts Of:						
*a. Applicant: District of Columbia				*b. Program/Project: DC - all		
17. Proposed Project:						
*a. Start Date: 10/01/2013				*b. End Date: 09/30/2014		
18. Estimated Funding (\$):						
*a. Federal	CDBG	HOME	ESG	HOPWA	Other Federal Funding	LOCAL
*b. Applicant	\$13,252,300	\$4,123,000	\$1,414,021	\$13,623,582	0	0



*c. State	0	0	0	0	0	0
*d. Local	0	0	0	0	0	0
*e. Other(Fund balance)	\$5,500,000	\$7,000,000	0	0	0	0
*f. Program Income						
*g. TOTAL	\$6,484,486	\$2,888,000	0	0	0	0
			0	0	0	0
	\$25,236,786	\$14,011,000	\$1,414,021	\$13,623,582	0	0

*19. Is Application Subject to Review By State Under Executive Order 12372 Process?

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on _____
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E. O. 12372

*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

- ☐ Yes ☒ No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions

Authorized Representative:

Prefix: Mr.

*First Name: Michael

Middle Name: P.

*Last Name: Kelly

*Title: **Acting Director**

*Telephone Number: **202-442-7200**

Fax Number: **202-442-7078**

* Email: **Michael.Kelly@dc.gov**

*Signature of Authorized Representative:

*Date Signed:



Chapter One: General Information

Executive Summary

Fiscal Year 2014 (FY2014) will mark the fourth year of the District of Columbia's current Consolidated Plan. The Five Year Consolidated Plan Fiscal Year 2011 – 2015 includes specific objectives and priorities regarding how the District seeks to provide activities during the five-year period that promote equal opportunity to a suitable living environment, decent housing and economic development. These objectives and priorities, designed to assist persons of low- and moderate-income, are carried out on a yearly basis through five Annual Action Plans, and they include:

1. Preserve and increase the supply of quality affordable housing;
2. Increase homeownership opportunities; and
3. Revitalizing neighborhoods, promoting community development, and providing economic opportunities.

The Annual Action Plan is designed to guide housing, community development, homeless, and special population activities within the District of Columbia through fiscal year 2014 (October 1, 2013 – September 30, 2014). The Action Plan is a collaborative process whereby the community establishes a unified vision for housing and community development during FY2014. Citizens, public agencies, and other interested parties, including those most affected, are provided opportunities to participate in every aspect of the consolidated planning process, e.g. identifying needs, setting priorities, recommending programs, developing proposals, and reviewing program accomplishments. The Department of Housing and Community Development (DHCD) is the District's agency responsible for preparing the Consolidated Annual Action Plan.

The FY2014 Action Plan is not only an application to the U.S. Department of Housing and Urban Development (HUD) for federal fiscal year 2013 funding; it is also a statement of the strategic activities that DHCD, as the District's designated program administrator, intends to undertake during FY2014 to implement the strategic goals set forth in the Five Year Consolidated Plan. The District will receive direct federal funding of over \$32 million from HUD which is spread over the following four HUD program areas: Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Housing Opportunities for Persons with AIDS (HOPWA), and Emergency Shelter Grant (ESG).

Fiscal Year 2014 Federal Entitlement Grant Allocations

Community Development Block Grant (CDBG) Allocation	\$13,252,300
HOME Investment Partnerships (HOME) Allocation	\$ 4,123,000
Emergency Shelter Grant (ESG) Allocation	\$ 1,414,021
Housing Opportunities for Persons with AIDS (HOPWA) Allocation	<u>\$13,623,582</u>
Total:	<u>\$32,412,903</u>

The greatest single source of federal funding for DHCD in FY2014 is the Community Development Block Grant. In FY14 CDBG funding will account for \$25,236,986, which includes the annual award allocation, anticipated program income from existing projects funded with past CDBG dollars and FY13 fund balance carried over.

Several projects will be funded through the use of HOME funds and anticipated program income, in the amount of \$14,011,000.



Certain homelessness prevention activities and shelter programs will be funded through the Emergency Solutions Grant (ESG) of \$1,414,021. This grant is administered through the D.C. Department of Human Services.

Lastly, the Housing Opportunities for Persons with AIDS program has an allocation of \$13,623,582, which is administered for the Washington DC Metropolitan Statistical Area by the DC Department of Health, HIV/AIDS, Hepatitis, STD, and Tuberculosis Administration (HAHSTA).

The Department's funding will be used to accomplish numerous housing and community development activities, including, but not limited to, providing housing counseling to approximately 16,000 residents, assisting 300 residents in becoming homeowners, providing 35 businesses with storefront façade improvements, and preserving or creating more than 720 units of affordable housing for low-to-moderate income residents.

Evaluation of Past Performance

During the past five years, DHCD subsidized thousands of units of affordable housing, homebuyer education and outreach, expanded homeownership opportunities to the District's increasingly diverse population while also contributing to economic and community revitalization in underserved areas of the District.

Through the Home Purchase Assistance Program (HPAP) DHCD was able to provide first time home buyers with financial education along with down payment and closing cost assistance in the form of low interest deferred loans. DHCD also provided financial and technical assistance to renters looking to buy their multi-family apartment buildings under the District Tenant Opportunity to Purchase Act (TOPA). Additionally, the Department helped low- to moderate-income residents perform renovations to get homes up to District code, implement accessibility features, or remediate lead paint hazards through the Single Family Residential Rehabilitation Program (SFFRP).

The Department increased the supply of affordable housing by providing funds for both single- and multi-family construction projects throughout the city. These funds came in the form of pre-development loans and financing for both new construction and renovations to existing structures. DHCD also provided funding for Community Based Organizations (CBOs) who provide housing counseling to tenants, home buyers and new homeowners to increase access to affordable housing. Emergency Shelter Grant (ESG) funds provided emergency assistance to prevent households from becoming homeless and to provide shelter for families.

DHCD's affordable housing construction projects have spurred neighborhood revitalization and local economic development. As part of its neighborhood investments, DHCD funded technical assistance for small neighborhood businesses to assist in their retention and expansion. DHCD also provided funding for façade improvement projects for small businesses.

The Department has also enhanced the quality of its affordable housing construction projects by providing an annual training to all construction grantees-- developers, general contractors and architects—on local and federal accessibility compliance regulations applicable to new construction and substantially rehabilitated projects were in. This action ensures that a more diverse housing throughout the city is available to persons who wish to age in place and families and individuals using a wheelchair are part of the community.

Geographic Priority Areas

Through our city-wide citizen participation process, DHCD identified several areas for targeted investment. (Appendix D) These areas will remain a priority for DHCD through 2014.¹ The rationale for prioritizing

¹ For the purposes of describing its investments and activities, DHCD cannot identify the exact location of activities to be undertaken,



investment in these areas is that these areas meet the characteristics of the priority areas outlined in the District's FY 2011-2015 Consolidated Plan.

The targeting of investment to these areas is anticipated to result in an increase in affordable housing opportunities for households that have experienced the pressure of rising housing costs. It also will leverage private investment to ensure that neighborhood-serving commercial opportunities and community facilities/services are created and maintained. DHCD will also support the local "New Communities" and "Great Streets" programs which aim to revitalize targeted parts of the city to create vibrant neighborhoods and commercial corridors.

The Department will continue to leverage its funds with financial vehicles such as the New Markets Tax Credit Program and a range of financial instruments and/or arrangements that help to increase affordable housing, home-ownership opportunities, jobs and economic opportunity, retention and attraction of neighborhood businesses, neighborhood revitalization, community and commercial facilities and improvements to the living environments of our residents.

Basis for Allocation of Funding

As in the past, DHCD will continue to allocate its funding to address the demographic changes and needs identified in the Census, the Mayor's development priorities, The 2011 Analysis of Impediments to Fair Housing Choice, and through DHCD's Needs Assessment Hearings, which are used to allow the community input on both how DHCD is performing as well as what needs to be done going forward. Allocation of resources is prioritized among specific target areas based on a four-tier system:

- 1) Tier One focuses on projects that are currently in the pipeline and that tie into a regional vision of sustainability. These resources are meant to supplement DHCD's mission of creating complete neighborhoods and a more sustainable city. These resources will be focused primarily in Wards 5, 7, and 8, where development momentum has been or is being established, but where further investment is needed. The resources will extend throughout Ward 5 where focus will be on finishing development and continuing preservation, specifically in the Trinidad/Ivy City. In Wards 7 and 8, the resources will be distributed throughout specific corridors adjacent to Prince George's County, MD, where unemployment is high and resources are needed, specifically the Benning Road, Deanwood, Minnesota Avenue, Pennsylvania Avenue and Historic Anacostia corridors.
- 2) Tier Two focuses on projects that are of high priority and develop coordination with other District agencies. These resources will be meant to provide finishing assistance to developing areas, continuing preservation and promoting economic viability through a more integrated approach. This tier will include working with DMPED to finish the development of the Georgia Avenue corridor and specific area locations where development has been established, including Park Morton and the Bruce School. This tier will also prioritize resources in the Walter Reed development corridor and work with the Office of Planning (OP) in developing the St. Elizabeth's corridor.
- 3) Tier Three focuses on areas of the city that are in general poverty and in need of development and revitalization. These tier resources will provide assistance to areas of the city that are not consistent with specific developing corridors, but will improve the livability of areas with underserved need.
- 4) Tier Four focuses on the entire city, to achieve economic integration of subsidized housing by providing mixed-income housing, or by locating affordable housing in neighborhoods that are not poverty impacted, or that are undergoing rapid gentrification. Mixed income housing would focus investment

but specifies the target area (in compliance with HUD guidelines); DHCD will not have made its development awards for FY2014 funding prior to the first quarter of the fiscal year.



strategies and affordable housing programs to distribute mixed income housing more equitably across the entire city, taking steps to avoid further concentration of poverty within areas of the city that already have substantial affordable housing.

These target areas include several neighborhoods where small area plans were conducted by the Office of Planning in cooperation with sister agencies to supplement the broad policy statement and public actions of the District's Comprehensive Plan. These plans are developed through a comprehensive process with the neighborhood residents and District agencies to provide detailed direction for the development of city blocks, corridors and neighborhoods with the goal of achieving complete neighborhoods. These small area plans help guide DHCD investment priorities through the four (4) tier system, with each tier having a greater priority.

Sources of Funds

The Department relies on both federal and local sources to finance service delivery. These sources include federal funding from HUD in the form of CDBG, HOME, ESG, and HOPWA grants, program income from past projects funded with CDBG and HOME dollars, and local resources comprised of appropriated District funds and certain loan repayments. DHCD makes direct investments and uses funding to leverage private investments.

a. Federal Resources

FY2014 is the thirty-ninth year (CD-39) of the CDBG Program. HUD's Office of Community Planning and Development provided preliminary notice to DHCD that its FY2014 formula entitlement grant allocations were approximately \$32 million. DHCD also anticipates an additional \$9 million in program income from these entitlements to be available in FY2014. The net available federal funds from these entitlement grants for FY2014 are shown in Table 1.

Table 1: FY2014 Federal Funding

	CDBG	HOME	ESG	HOPWA	Other Federal Funding
Allocation	\$13,252,300	\$4,123,000	\$1,414,021	\$13,623,582	0
Program Income	\$6,484,486	\$2,888,000	0	0	0
FY2012 Fund Balance	\$5,500,000	\$7,000,000	0	0	0
Total federal funds	\$25,236,786	\$14,011,000	\$1,414,021	\$13,623,582	0

DHCD will serve as the administrator for the CDBG and HOME federal grants. The regional HOPWA allocation is administered through and monitored by the D.C. Department of Health, HIV/AIDS, Hepatitis, STD, and Tuberculosis Administration (HAHSTA). The Department of Human Services will administer the ESG grant allocation.



DHCD is required to have no more than 1.5 times our annual CDBG allocation available in our HUD line of credit 60 days prior to the end of the program year, in order to meet the CDBG program's "timeliness" requirements. With an annual entitlement of approximately \$13,252,300 and X, the District should have less than \$X of unused CDBG funds available on July 31st. 2014. In order to meet this requirement, the District will expend approximately \$X million in CDBG funds by July 31, 2014.² The penalties for not meeting this test have become quite severe and HUD views the failure to meet this test as a failure of the grantee's ability to carry out the CDBG program. HUD can require a payback of unspent funds if the timeliness test is not met.

b. Program Income

For FY 2014 DHCD projects that there will be a total of \$6.5 million in program income from past projects funded with CDBG dollars and \$2.8 million in program income from past projects funded with HOME Investment Partnership dollars. Program income is derived primarily from repayment of loans provided to citizens to assist in the purchase of homes within the District. Program income received in excess of the budgeted amount is reprogrammed for use within the respective program.

c. Section 8

The D. C. Housing Authority (DCHA) receives, administers, and monitors funds for the Section 8 Program, known as the Housing Choice Voucher Program (HCVP). DCHA estimates that its budget for the HCVP program will be \$150 million, a 2% increase over the FY2013 budget. The Section 8 funds are used to increase affordable housing choices for very low-income households by allowing families to choose privately owned rental housing. The funds are not part of the DHCD budget, but may be used by low-income families to obtain affordable housing in projects funded by DHCD.

d. Low-Income Housing Tax Credits

The Low-Income Housing Tax Credit (LIHTC) Program was enacted by Congress in 1986 to provide owners of qualifying properties a federal tax incentive with the Internal Revenue Service for providing rental housing at affordable rents for individuals and families of low or moderate income levels. The income limits and rent restrictions for LIHTC properties are released annually by the United States Department of Housing and Urban Development. Residents of tax credit units are required to be within the income limits and owners of tax credit housing are required to meet the rent restrictions for tax credit units.

The Internal Revenue Service charged the administration of the LIHTC program in the District of Columbia to the Department of Housing and Community Development (DHCD). Final regulations for "Compliance Monitoring and Miscellaneous Issues Relating to the Low-Income Housing Credit" were released by the Internal Revenue Service in the Federal Register, Volume 65 – Number 10 on Friday, January 14, 2000 and as further amended.

Owners of rental housing receiving an allocation of tax credits from the District of Columbia DHCD *after* December 31, 1989 are required to enter into a Restrictive Covenant with the agency. The Restrictive Covenant adds an additional 15 years to the 15-year tax credit compliance period. As mandated by the Internal Revenue Service, DHCD is charged with insuring the on-going compliance of Low Income Housing Tax Credit properties in the District of Columbia by conducting monitoring. DHCD meets this requirement by conducting physical inspections of the project's buildings and tax credit units, as well as review of the tenant files to determine their status with the rules and regulations of the Low Income Housing Tax Credit

² Because the total amount for the CDBG spending test will not be known until after the FY 2013 test has been complete, at the time of this draft, DHCD is unable to provide exact numbers. The exact CDBG spending test information will be in the final version of the Action Plan.



Program. The Low Income Housing Tax Credit Program estimated revenue from fees for FY2014 is expected to be approximately \$700,000.

e. Local Resources

According to the Mayor's FY2014 proposed baseline budget, the funds projected from local resources total \$120,347,246. Appropriated and local funds are broken down in Table 2.

Table 2: FY2014 Proposed Local/Other Funds Allocations

	HPTF	Local Appropriation	Loan Repayments	Intra- District/Other	Unified Fund
FY2014 Revenue	\$43,064,030	\$1,118,937	\$1,000,000	\$3,400,000	\$6,500,000
Fund Balance	\$63,163,289	0	\$500,000	0	\$1,500,000
Net available funds	\$106,207,309	\$1,118,937	\$1,500,000	\$3,400,000	\$8,000,000

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, is a local source of funding for affordable housing development. Funds for the Housing Production Trust Fund are supplied by the legislated share of DC deed recordation taxes 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 all Fund disbursements 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 disbursements 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 disbursements each year must be used for the development of rental housing.

The remainder of the Funds may be used for, but are not limited to, for-sale housing development, single family housing rehabilitation, and loans and title-clearing costs associated with the Homestead Program.

In FY2005, DHCD launched a new HPTF Site Acquisition Funding Initiative (SAFI), which combines HPTF money with money from private lenders to provide loans to non-profit housing developers to facilitate acquisition of sites for affordable housing. The rapid pace of escalation in the District of Columbia's real estate market makes this initiative necessary to retain land parcels for the housing needs of low-moderate-income residents.

DHCD also receives separate, local budget appropriations and repayments on loans originally funded with local dollars, for its Home Purchase Assistance Program, which it uses to make more homebuyer assistance loans.

g. Private Funds and Leveraging



The grant award criteria for the District's housing and community development programs require the maximum use of private financial resources. DHCD uses its funds to "close the gap" of needed financing for its selected projects therefore, the private financing sector generally provides a significant portion of each project's funds. Banks and savings and loan institutions serve as the primary financing sources of all housing production, rehabilitation, or capital improvements. Many banks have special community lending operations, partly in response to the provisions of the Community Reinvestment Act, which encourages 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 semi-governmental development organizations to leverage funds for affordable housing and economic opportunity. In addition, the District government and nonprofit developers have actively reached out 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 Fannie Mae Foundation, Local Initiatives Support Corporation (LISC), and the Enterprise Foundation.

h. Matching Funds

Three (3) HUD programs require matching funds: HOME, ESG and Lead Hazard Control. Under 24 CFR 92.218 *et. seq.*, the District must provide a matching contribution of local appropriated funds to HOME-funded or other affordable housing projects as a condition of using HOME monies. The District's FY2014 contribution will not be less than 25 percent of non-administrative HOME draws.

DHCD meets its HOME obligation through contributions from the Housing Production Trust Fund. Eighty percent of all HPTF funds 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. In FY2014, the Department's HPTF funding is budgeted at over \$45,000,000. As the Department incurs HOME match-eligible expenses, it will ensure that adequate funding is provided for the matching contribution.

In addition to its federal ESG funds, the District of Columbia provides local match dollars to support outreach and prevention services; support shelter operations and fund renovation of shelter space. The District works to provide assistance for the homeless through community-based organizations, faith-based organizations and other non-profit service providers.

DHCD matches its Lead Hazard Control monies with local funds. This funding is used to abate lead-based hazards in single- and multi-family properties.

i. Capital Dollars

The District Capital Improvement Program ("Capital") funds various modernization, acquisition and improvement efforts. Historically, the Department of Housing and Community Development has received an annual allocation of Capital funds for activities in the Property Acquisition and Disposition Division. The capital budget supports activities that consist of acquisition, assemblage, site preparations, and demolition and stabilization of property to promote housing, affordable housing, and economic development opportunities. Projects for acquisition are identified in areas where the District can make an investment to enhance and complement development opportunities or projects being undertaken by the private or non-profit sectors, as well neighborhoods with substantial concentrations of vacant and abandoned property. Once the property is owned by the District, Capital funds pay for costs related to the rehabilitation and the stabilization of the real property.

In FY2014, no new capital dollars were allocated to the DHCD capital budget.



Managing the Process

Lead Agency

The District of Columbia Department of Housing and Community Development (DHCD) is the lead agency developing and implementing the FY2014 Action Plan. DHCD will also administer the majority of programs covered by this plan. Other major public and private agencies responsible for administering programs covered by the plan include the District Department of Health's HIV/AIDS, Hepatitis, STD, and TB Administration (HOPWA funded activities); the District of Columbia Housing Authority (public housing facilities and services); the Department of Human Services in partnership with the Community Partnership for the Prevention of Homelessness (ESG funded programs and other homeless facilities and services); the District Department of the Environment (lead-based paint assessments).

DHCD will continue to work closely with Community-Based Organizations (Housing Counseling Services, Latino Economic Development Corporation, Lydia's House, University Legal Services, and the Central American Resource Center); non-profit developers (such as Manna Community Development Organization, Mi Casa, and Community Preservation and Development Corporation); as well as other community partners including Anacostia Economic Development Corporation; Washington Area Community Investment Fund; Development Corporation of Columbia Heights, and Jubilee Enterprise of Greater Washington.

Plan Development Process

In preparing the FY2014 Action Plan, DHCD consulted with government agencies, non-profit developers, community stakeholders, and residents to discuss the needs of the community and how DHCD and partner organizations can best deliver those services. A variety of methods were used to collect input from the community, including a 'Housing and Community Development' survey, several stakeholder meetings, public hearings, and focused meetings with specific housing, health, and social service providers.

DHCD held five Community Need Hearings in the spring of 2013 in which residents, stakeholders, and activist were invited to provide input on the FY2014 Action Plan. Overall, there was broad participation by each sector of the community.

Interagency Coordination

In addition to specific outreach regarding the Consolidated Plan, DHCD is fortunate to have considerable access to District agencies with complementary missions. The Government of the District of Columbia is organized into clusters of agencies with allied missions. The City Administrator and the Deputy Mayors use periodic coordination meeting to align resources and activities to match mayoral administration priorities. Additionally, monthly Mayor's Cabinet Meetings are used to further coordinate among the clusters of agencies. This system provides for continuous consultation and coordination between agencies.

As described earlier, DHCD is part of the Deputy Mayor for Planning and Economic Development (DMPED) cluster. The cluster consists of the Department of Housing and Community Development; Office of Planning; Department of Small and Local Business Development; Department of Consumer and Regulatory Affairs; Department of Employment Services; Department of Insurance, Securities and Banking; Office of Motion Picture Development; and the Commission on the Arts & Humanities. In periodic cluster meetings, agency needs, upcoming plans, and recent accomplishments are discussed to coordinate efforts. DHCD used these cluster meetings to assist in creating its annual action plan.



DHCD also participates in regular Housing Agency cluster meetings. These meetings are led by the DMPED and attended by DHCD, the DC Housing Finance Agency (DCHFA), and the DC Housing Authority (DCHFA). The agenda regularly includes coordination of pipeline projects and resources, addressing shared issues and information sharing.

Institutional Structure

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. The Director was also a member of the Comprehensive Housing Policy 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.³

As part of its unified leveraging strategy, the District will continue to work with its non-profit, for-profit and quasi-governmental development partners, as well as coordinate DHCD’s investments in the renewal of affordable housing and community facilities with government agencies that fund infrastructure improvements and services needed to create self-sustaining neighborhoods.

³ *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>>.



Chapter Two: Housing

Specific Housing Objectives

In FY2014, DHCD will focus on three specific objectives:

- 1) Preserving and increasing the supply of quality affordable housing;
- 2) Increasing homeownership opportunities; and
- 3) Revitalizing neighborhoods, promoting community development, and providing economic opportunities.

Each division's initiatives work either towards one, two or all three objectives. Furthermore, each division has a set of measureable key performance indicators that include outcomes, outputs and efficiencies to allow the Department to work toward a more sustainable community and better serve District residents. The following tables represent the internal reporting, including past performance, for each division.

Table 3: FY2014 Summary of Specific Housing Objectives

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	FY 2012 Actual	FY 2014 Goal	Outcome/ Objective*
1		Housing Regulation Administration				
1.1	Preserving and increasing the supply of quality affordable housing	HPTF, Local, Other	<ul style="list-style-type: none"># of customers who utilize the HRC.Total # of inclusionary zoning units built	6750	700	DH-1 DH-2
				2	0	
2		Development Finance Division				
2.1	Preserving and increasing the supply of quality affordable housing	CDBG, HOME, Other	<ul style="list-style-type: none">Total special needs housing units fundedTotal affordable housing units preservedTotal # of affordable units funded	223	150	DH-1 DH-2
				280	200	
				879	900	
2.2	Increasing homeownership opportunities	CDBG, HOME, Other	<ul style="list-style-type: none">Total new homeownership units fundedTotal First Right Purchase units funded	223	80	DH-1 DH-2
				36	100	
3		Residential and Community Services				
3.1	Preserving and increasing the supply of quality affordable housing	CDBG, HOME, HPTF, Other	<ul style="list-style-type: none">Total affordable units funded by RCSTotal single family rehabTotal lead multi-family units	338	300*	SL-1 SL-3
				49	80	
				42	70	



Obj #	Specific Objectives	Sources of Funds	Performance Indicators	FY 2012 Actual	FY 2014 Goal	Outcome/ Objective*
			funded	21	20	
			<ul style="list-style-type: none"> Total residential rehab special needs units funded # of Elevated blood lead level cases 	48	30	
3.2	Increasing homeownership opportunities	CDBG, HOME, Local, Other	<ul style="list-style-type: none"> # 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 	76	100	
				19	150	
				225	500	
				8	10	DH-3 EO-1
4		Property Acquisition and Disposition				
4.1	Preserving and increasing the supply of quality affordable housing	Capital, Other	<ul style="list-style-type: none"> 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 	24	60	
				60	60	SL-2

Public Housing

Public housing is funded by HUD and refers to housing subsidized by the federal government with the intent of providing safe, decent, and affordable housing for low and moderate-income persons. Services are delivered in two main fashions:

1. Through public housing properties; and
2. Through Section 8 housing vouchers whereby residents are allowed to find and select their own housing, either apartment-style or single-family residences, then pay a portion of the required rent based on their ability to pay.

The DC Housing Authority (DCHA or Housing Authority) administers the Low-Rent Housing and Housing Choice Voucher Programs (formally Section 8), which are instrumental in preventing homelessness among extremely low-income families. At the present time, DCHA provides an estimated 8,000 public housing units through its Low-Rent Housing Program. An estimated 3,000 Housing Choice vouchers are also being utilized in scattered-site housing within the city limits. Housing specifically geared for special needs populations such as the elderly or people with disabilities are also included in these figures.

Each of DCHA's public housing developments has a resident management council through which residents can become involved in the decision-making that affects their public housing units. DHCA's facilitates the selection of the councils and encourages residents to participate in council activities and in the general management of their development. DCHA will continue to promote involvement by the council in



management of all facilities and will look at forming new partnerships with community agencies to provide services that encourage and assist residents with achieving self-sufficiency.

There has been an increasingly proactive effort to enable residents of the Housing Authority to break the cycle of poverty and move towards greater self-sufficiency. The role of the Housing Authority continues to evolve into one that addresses the needs of public housing residents in a holistic manner, taking into account their educational, employment, health, and social service needs. The Housing Authority either develops its own programs or coordinates services with other providers to meet these needs. The Housing Authority has moved forward and is flourishing with several full-time Housing Counselors. The Housing Counselors are responsible for the development and implementation of Homeownership programs for their residents. The hiring of these Housing counselors has been a smashing success. As of the date of hire, hundreds of families have become homeowners. In many cases, these essential services are already available in the community, and the role of the Housing Authority is to serve as the facilitator and coordinate the delivery of these services to the public housing property to make them more accessible for residents.

The Housing Choice Voucher Administrator provides homeowner opportunities to families who are currently utilizing the Housing Choice Voucher Program. In place of using the voucher as rent, the voucher is put toward the house payment. Of the 3,000 Housing Choice vouchers received 120 are being utilized by homeowners to make their monthly house payments.

DHCD continues to encourage the Housing Authority director to refer potential homebuyers presently residing in low rent housing to seek out the services of these different organizations. The main problem facing DCHA continues to be the ever increasing demand for housing services with little or no increase in federal aid to support this demand. This reality is clearly represented in the growing number of individuals and families on the waiting lists maintained by DCHA. Currently there are over 25,000 individuals on the DCHA waiting list. This number illustrates the current demand for housing assistance far exceeds the ability of DCHA to meet this growing demand. Recent projections indicate this gap will surely widen into the foreseeable future as the city's population growth outpaces the ability of government social service programs to respond to this growth.

The District is pleased to report that the DC Housing Authority is not designated as "troubled" by HUD. In recent years, the DC Housing Authority continues to receive High Performer Awards for their endeavors. DHCD continues to examine opportunities for leveraging its housing and community development funds with DCHA to provide other public services and to expand homeownership opportunities.

Barriers to Affordable Housing

In the past decade, the District of Columbia housing market has experienced a sharp increase in housing prices making the District one of the least affordable in terms of housing. While home prices have declined since mid-2009, rents and home prices remain far higher than a decade ago. Affordable rental units continue to be converted into luxury condominiums, although not at the same rate as the peak of the housing market. The lack of affordable housing has been particularly burdensome for low- and moderate- income residents, and is so severe for the District's lowest-income residents that most in this category now spend half or more of their income on housing.

The reasons for the high cost and limited stock of housing are complex, but government officials and policy experts have identified the following policies or lack of policies as major obstacles to affordable housing in the District:

- A lack of tax incentives in the D.C. Official Code to promote the development of affordable housing and homeownership opportunities;



- A rent control system which allows landlords to increase rents without many rules and regulations.
- High rates of rental to condo conversion displacing low-income residents;
- The Uniform Height Act of 1910, which effectively limits building height in the District to 13 stories and requires a Act of Congress to repeal;

In FY2014, the District will take several steps to remove any barriers to affordable housing and ameliorate the impacts of the current housing market. DHCD and District government realize that future resources will buy less in this competitive market, but both the Department and the city will continue to fight in order to achieve the vision of economically stable and racially integrated neighborhoods. To foster this, DHCD has taken 11 steps to address the need for affordable housing in the District.

1. Housing Production Trust Fund

A DHCD-administered source of public funds focused on producing and preserving units of affordable housing for low- and moderate-income residents. The Fund is targeted to serve residents with the greatest housing needs. At least 40 percent of all funds must be used to serve households with incomes below 30 percent of the area median income (AMI). At least 40 percent of funds must be used to serve households with incomes between 30 percent and 50 percent of AMI. The remaining 20 percent of funds may be used to serve families with incomes up to 80 percent of AMI. In addition, at least half of all Trust Fund funds must be used to produce or preserve rental housing.

2. Rental Housing Conversion and Sale Act of 1980

This act regulates conversion of use of rental housing and other property to condominium or cooperative ownership, provides housing assistance payments to eligible low income tenants displaced by a conversion of use, and gives tenants and tenant organizations the right to purchase their housing accommodations upon sale, discontinuance of use, or demolition by the owner. This program effectively aligns the purpose of the law with the agency charged with creating and preserving affordable housing opportunities. DHCD offers tenant purchase financing which assists in the preservation of affordable units across the city as a whole.

3. District Opportunity to Purchase Amendment Act of 2008

This statute gives the Mayor the opportunity to purchase rental housing consisting of 5 or more rental units in which at least 25% or more of the rental units are deemed affordable (i.e., equal to or less than 30% of the monthly income of a household with an income of 50% of the area median income for the District metropolitan area). In the event tenants decline to exercise their opportunity to purchase rights, the Mayor may elect to purchase the property, with the objective of increasing affordable units in the dwelling. This program dovetails with the Department's objective of creating and preserving affordable housing opportunities.

4. The Housing Regulation Administration (HRA)

HRA administers the District's rental housing regulations, implements the District's Inclusionary Zoning program as well as administers Affordable Dwelling Units (ADUs). Inclusionary Zoning in the District requires a percentage of units in a new development or a substantial rehabilitation that increase the size of an existing building set aside affordable units in exchange for a bonus density. The goals of the program are to generate mixed-income neighborhoods; construct affordable housing for a diverse labor force; seek equitable growth of new residents; and augment homeownership opportunities for low and moderate income levels. HRA can provide faster response to apartment building conversion concerns which can affect low



income tenants because the notification process is flexible within the agency and displacement can be minimized.

5. Residential and Community Services Division (RCSD)

The Residential and Community Services Division (RCSD) provides funding for programs focused on housing needs and neighborhood revitalization. RCSD works through Community Based Organizations (CBO) to provide comprehensive housing counseling services, small business technical assistance and façade improvement opportunities. RCSD administers the homebuyer assistance programs, which provide financial assistance for low and moderate-income households and District Government employees for the purpose of first-time home purchase. The Division also provides rehabilitation resources in the form of grants and loans that address health, safety and building code violations, to income eligible owner-occupant and rental units, in order to preserve homeownership.

6. Targeted Spending of Scarce Resources

DHCD has partnered with community-based, private sector and nonprofit partners such as Fannie Mae and the Urban Institute to ensure effective analysis and targeting of scarce resources to maximize outreach and education to empower residents about their choices.

7. Tax Abatement for Lower Income Homeownership

Eligible homeowners, including non-profit organizations and shared equity investors, may receive a five-year tax abatement and be exempt from paying recordation and transfer taxes. To qualify, they must meet the following conditions:

- The property must be owner-occupied;
- The owner must meet the income level requirement; and
- The property must be less than \$368,000 in value

8. Rental Housing Act of 2005

This act has placed a cap on how much rents can increase due to tenants complaining of unexplained rent increases and pricing them out of their apartment units.

9. Housing Waitlist Elimination Act of 2008

This act requires the Mayor to submit a comprehensive plan that outlines a strategy for eliminating the District of Columbia Housing Authority's current waiting list of individuals seeking housing choice vouchers and placement in public housing by January 1, 2013; and measures to prevent the waiting list from reaching such high levels in the future.

10. DCHousingSearch.org

DCHousingSearch.org allows residents to quickly find housing that fits their needs and budget by providing up-to-date listings of available for rent and for sale properties. The site also connects people to housing resources through website links and provides helpful tools for renters such as an affordability calculator, rental checklist, and information about renter rights.

12. Analysis of Impediments



DHCD completed the 2011 Analysis of Impediments to Fair Housing Choice which covers the period between 2005 through 2011. The City is mandated to complete this study on a five-year term as it is a recipient of federal funding and it certifies every year when receiving its Community Development Block Grant funds from the U.S. Department of Housing and Urban Development that its program and services will serve to affirmatively further fair housing. This document details barriers to fair housing choice faced by residents when seeking housing in the District. To this end the D.C. Office of Human Rights has been awarded funding to analyze the barriers found in the Analysis and develop a mechanism for addressing these barriers.

HOME Investment Partnership

Forms of Investment: DHCD may invest HOME funds in all proposed uses as prescribed in 24 CFR 92.205(b). The District's FY2014 HOME funds will be invested consistent with the purposes of this part and in accordance with HUD.

Recapture and Resale: DHCD has selected to use the recapture and resale methods depending on the program.

Recapture: When DHCD uses HOME funds for its homeownership programs, including both the Home Purchase Assistance Program (HPAP) and the Single Family Residential Rehabilitation Program, it will utilize the Recapture provision of the program, pursuant to 24 CFR 92.254(a)(5)(ii)(A)(1). The full amount of assistance is recaptured upon transfer of the property or upon the homebuyer's relinquishment of the use of the property as a principal residence. This requirement is established as a covenant in the loan documents executed at settlement of the property. The resale provision would not be appropriate for the Department's single-family homeownership assistance program since it would impose an undue restriction on homes purchased in the private sector real estate market.

Resale: DHCD, through its Development Finance Division, uses HOME funds to assist *developers* in new construction, renovation and rehabilitation activities that will result in the creation of affordable single-family and multi-family (condominium) ownership units and multi-family rental units in the District of Columbia.

With regard to the ownership units, DHCD utilizes the Resale provisions of the HOME Program pursuant to 24 CFR 92.254 (a)(5)(i)(A) by incorporating restrictive covenants running with the land and a silent second Deed of Trust that will require homebuyers to: 1) Maintain the HOME-assisted unit as his/her principal place of residency during the Affordability Period, and 2) Sell the HOME-assisted unit to a subsequent HOME income-eligible buyer, if said sale occurs within the unit's Affordability Period.

The resale requirement must also ensure the price at resale provides the original HOME-assisted owner a fair return on investment (including the homeowner's investment and any capital improvement) and ensure the housing will remain affordable to a reasonable range of low-income homebuyers. The subsequent HOME income-eligible buyer will also have to maintain the unit as his/her principal place of residency throughout the remaining Affordability Period. If additional HOME funds are invested in the property at resale, the Affordability Period begins anew or has been effectively extended. Therefore, if the subsequent HOME income-eligible buyer also receives HOME funding, then the Affordability Period on the unit will be the total of the balance of the previous homebuyer's Affordability Period *plus* the Affordability Period as determined by the second HOME investment amount.

Refinancing: DHCD does not use HOME funds to refinance existing debt secured by multi-family housing that is being rehabilitated with HOME funds.



Definition of Modest Housing: DHCD defines “modest housing” by following the method outlined in 24 CFR 92.254(a) (iii) for its homebuyer assistance and single family rehabilitation programs. Specifically, DHCD caps the allowable sales price or post-rehabilitation value at the Single Family Mortgage Limit under the 95% of area median established by HUD, as permitted by 24 CFR 92.254 (a)(2)(iii). The limits for the District of Columbia as of January 1, 2013 are as follows:

House Size	1 family	2-family	3-family	4-family
DC Area Median \$465,000	\$441,750	\$565,528	\$683,600	\$849,548

These limits apply to one-to-four family units. DHCD does not presently finance manufactured housing. In addition, DHCD applies the one-family limit to the sales price or post-rehabilitation value to define modest housing in the case of condominium or co-operative units. In doing so, DHCD cites the following:

94.254(a)(2)(iii): If a participating jurisdiction intends to use HOME funds for homebuyer assistance or for rehabilitation of owner-occupied single-family properties, the participating jurisdiction may use the Single Family Mortgage Limits under Section 203(b) of the National Housing Act (12 U.S.C. 1709(b), which may be obtained from the HUD Field Office) or it may determine 95 percent of the median area purchase price for single family housing in the jurisdiction as follows...

DHCD uses the 95 percent of the median area purchase price standard determined by HUD.

Affirmative Marketing: DHCD has used and expanded the directives under HUD’s Affirmative Fair Housing Marketing Plan form (AFHMP) [HUD 935-2] to ensure its production of HOME and federally assisted new construction and substantial rehabilitation housing complies not only with federal guidelines to affirmatively market, but that locally funded housing measures to the same standards. Thus ensuring the District’s changing demographics have an equal opportunity to benefit from the DHCD’s housing production efforts when the project is unveiled to the public. Though HUD has instituted the marketing process only to its housing construction; DHCD has seen the benefit to residents to institute this compliance mechanism to DHCD funded services.

The affirmative marketing certification process ensures that services provided directly or indirectly by the Agency and housing produced for the general public, abide by the affirmative marketing principle. Prior to full funding, DHCD ensures that its project recipients complete and submit the appropriate certification with accompanying documentation.

Through close monitoring of this process, the Department ensures that prospective buyers or tenants in the housing market area, regardless of their civil rights protected category, know about DHCD housing development(s) assisted, are attracted to the housing project, feel welcome to apply, and have an equal opportunity to buy or rent. Through the affirmative marketing process DHCD also affirmatively furthers fair housing by bringing greater diversity to areas that have been subjected to housing discrimination based on the residents’ race or color, ethnic background and culture, perceived or actual disability, the presence of children, religion or religious practices, sex, or gender. By enforcing this process, DHCD is able to inform about the availability of housing to persons least likely to apply for the housing without special outreach efforts due to (a) self or forced segregation, (b) linguistic isolation, (c) neighborhood racial or ethnic composition and patterns, (d) location, and (e) price of housing. The affirmative marketing plans expected of project and program funding recipients mitigates the segregationist patterns of the past.



Outreach to Minority- and Women-Owned Businesses: The District Government as a whole has an active program of contracting with and promoting local, small, and disadvantaged business enterprises through the Certified Business Entity (CBEs) program. In 2005 the Office of Small and Local Business Development became a department with increased authority and program areas. The District's Department of Small and Local Business Development (DSLBD) monitors the efficiency and compliance of all District government agencies, including DHCD, in accordance with the legislative mandate of the "Equal Opportunity for Local, Small, and Disadvantaged Business Enterprises (LSDBE) Act of 1998." DSLBD reviews and approves Affirmative Action Plans submitted by District agencies for public/private partnerships and for contractors with contracts in excess \$25,000. It also provides technical assistance to CBEs that wish to contract, or currently contract, with the District government, and helps those entities with seeking business opportunities.

DHCD's loan and grant agreements with developers require that the developers submit Affirmative Action Plans that set forth goals for the hiring of CBEs and for hiring minorities and women.

Increasing Minority Ownership: DHCD's HOME funded direct homebuyer assistance is projected to assist an average of 30-35 minority households each year of the Five-Year Plan, or 150 -175 households over the period. DHCD estimates providing homebuyer assistance to at least 200 minority households per year or more than 1,000 households over the period of the Five-Year Plan.

Under the DFD HOME-funded developer projects, DHCD funds the *developers* of affordable ownership housing, and not individual homebuyers.



Chapter Three: Homeless

Specific Homeless Prevention Elements

1. Sources of Funds

In FY2014, Emergency Shelter Grant (ESG) funds will pay for homeless prevention, shelter operations, rapid re-housing and administrative costs. The ESG funds are used in conjunction with other locally appropriated funds to provide a robust array of prevention services. The Community Partnership for the Prevention of Homelessness (TCP), the contractor managing the Continuum of Care for the District of Columbia, administers ESG funds under the direction of and pursuant to a grant agreement from the Department of Human Services.

The ESG Grant prevention funds will be used to cover eligible rental assistance for past due rent for individuals and families at-risk of homelessness, short-term subsidies to maintain housing for families at-risk of homelessness. The ESG shelter operation funds will be used to cover eligible costs to operate temporary shelter for homeless families as a bridge to transitional or permanent housing. The ESG rapid re-housing funds will be used to assist homeless individuals and families in need of identifying, acquiring and paying rent for housing. This rental subsidy assistance will be short-term and utilized as a bridge to other assistance programs or to an individual or family gaining self-sufficiency. Rental assistance will be paid directly to landlord on behalf of participant/household. Utility assistance will be paid directly to utility vendor on behalf of participant/household. Table 4 describes the uses of ESG 2012 (FY2014) funds.

Table 4: FY2014 Proposed Emergency Shelter Grant Budget

ESG Eligible Activity	
Homeless Prevention	\$400,000
Shelter Operations	\$276,901
Rapid Re-housing	\$666,419
Administrative Costs	\$70,701
TOTAL ESG Program	\$1,414,021

*Served includes person, households, and families

In FY2014, Shelter Plus Care Grant (SPCG) funds will also be used to support the homeless citizens of the District of Columbia. DHS will serve as the grantee for the SPCG program and the Community Partnership for the Prevention of Homelessness (TCP) will serve as the sponsoring organization. DHS will work with TCP staff to administer this program and provide permanent housing to 350 households. DHS will continue to monitor TCP for compliance in administering the SPCG Program.

2. Homelessness

The District of Columbia is committed to being a national model in its approach to homelessness by preventing homelessness whenever possible and addressing the needs of our homeless neighbors by creating an individualized approach that improves well-being while moving people out of homelessness as rapidly as possible. The District will develop strategies that will allow it to be successful in federal funding competitions and incorporate HEARTH Act requirements. It will be critical to align all possible resources, including local, federal, and private funds to be successful in achieving the goals. The plan outlines the following three policy objectives:

- Reduce the overall number of homeless individuals and families.



- Redesign the Continuum of Care to develop an appropriate mix of services and interim and permanent housing options.
- Design an evaluation strategy and mechanism to track the District's progress in preventing and reducing homelessness.

The Plan includes ten outcome measures the District will track to evaluate the extent to which we have been successful in preventing homelessness as well as helping people move out of homelessness more quickly through the implementation of this strategic plan. The plan includes an initial Work Plan which will be updated annually. Key elements of the plan can be found in the 5-year Consolidated Plan.

3. Chronic Homelessness

The District's 10 Year Plan addresses the issues of chronically homeless individuals. Outreach services provided by several non-profit organizations under the supervision of DHS will continue to engage homeless individuals who are living on the streets and have a diagnosis of serious mental illness, chronic substance abuse, or dual diagnosis. Engagement services include a bagged meal food program, a drop in center, and mobile mental and substance abuse services. The drop-in center provides additional services that assists with the engagement process that include but are not limited to shower services, access to toiletries, laundry services, access to medical services, and mail and phone services.

The Mayor has made a commitment to provide comprehensive services to meet the needs of homeless individuals. These services include case management services that are housing focused in nature, mobile mental health and substance abuse services, and weekly interdisciplinary meeting. This focus on the chronically homeless has resulted in a significant decrease in the number of chronically homeless living in shelters or on the streets.

The District's ultimate goal of serving the chronically homeless is to place them in permanent housing. The 10 Year Plan does focus on the development of permanent supportive housing programs which include "housing first" models. Most of the programs include a combination of a rental subsidy combined with supportive services. The 10 Year planning goals include the continued development of housing stock and the need to expand local rental subsidies and apply for other federal and state funding sources that support the development of permanent housing solutions.

Specific steps to be taken during FY 2014 are described in the Consolidated Plan and the District's Permanent Supportive Housing Plan.

4. Homeless Prevention

In partnership with the District, the Community Partnership provides an array of homeless prevention services, including:

- Case management (limited and short-term assessments and education, and home visits);
- Child abuse assistance (crisis intervention and immediate safety);
- Emergency assistance (overnight vouchers, utility assistance, security and utility deposits, food and clothing distribution, meals, use of shower and restroom facilities, health-related transportation, and referrals);
- Family violence assistance (crisis intervention and immediate safety);
- Information and referral (Info Line);
- Life skills classes (counseling center); and
- Tenant counseling, fair housing, discrimination, and housing assistance.



The Community Partnership's DC HMIS system also helps agencies better communicate and coordinate resources to provide homeless persons and persons at imminent risk of homelessness with better access to the region's network of homeless services and resources.

5. Discharge Coordination Policy

As part of the 10 Year Plan to End Homelessness, The District adopted a comprehensive Discharge Coordination Policy that comprised of policies and protocols for the discharge of persons from publicly funded institutions and systems of care, including foster care, health care, mental health, and corrections. The purpose is to prevent these individuals from becoming homeless and requiring homeless assistance. Key elements of this policy can be found in the 5-year Consolidated Plan. In FY2014, the District will continue to review and update this policy as needed.

Obstacles to Meeting Underserved Needs

The major obstacle to meeting underserved needs, and all identified needs throughout the Action Plan, is the general lack of funding resources available, not only to DHCD, but to all public and private agencies who serve the needs of low-income and moderate-income residents. The District's federal resources have not kept up with inflation and, in many cases, have been reduced, and further limiting the funds available to address the needs in the community. The current revenue suggests the District was significantly affected by the national recession, with continued deterioration in local source revenues. However, unlike the rest of the nation, the economic forecasts through 2013 for the District have become slightly more optimistic.



Chapter Four: Community Development

Community Development

The District's core community development needs are those activities which help improve the quality of life of residents through neighborhood revitalization and employment, promote economic opportunities for residents and business owners, residential empowerment, and support the District's overarching objective in creating complete sustainable neighborhoods. With these conceptual goals in mind, the District anticipates using Community Development Block Grant (CDBG) funding to support programs to:

1. Help ensure the District can include complete sustainable neighborhoods, especially for those who have limited resources available to them. CDBG and other funds will be used to support acquisition, disposition, construction, and rehabilitation of housing and property. Additionally, funds will be used toward fair housing activities, rental housing subsidies, homeownership assistance, and energy efficiency improvements. Funds will also be used toward physical improvement to encourage sustainable neighborhoods within the District.
2. Bring federal, nonprofit and private partners together to expand the District's tax base, attract and retain businesses of all sizes, strengthen the business climate, and bring good-paying jobs to residents, particularly low to moderate incomes residents. Additionally, the District wants to continue to create jobs for residents by growing and supporting businesses currently in the District and attracting new businesses. Lastly, the District will emphasize resident job training for those of low to moderate incomes in order for them to successfully obtain the new higher level jobs being brought into the District.
3. Create vibrant and stable neighborhoods, rebuild retail corridors and ensure every District investment yields real benefits for residents and local businesses. The District hopes these funds help preserve, enhance, and strengthen the physical character and quality of District neighborhoods. Priorities will be placed on projects that strengthen neighborhood identity, create more housing choices, guide growth, and improve environmental health. Finally, homeownership programs will be supported to help improve community stability by increasing homeownership rates in the District.
4. Continue to build the capacity of residents to empower themselves to help strengthen their community, address problems, and develop pride in their City and neighborhood. Public service activities that strengthen neighborhood organizations, provide employment, skills, and homebuyer training, and offer leadership opportunities to youth will be emphasized.

Community Development Objectives

Table 5 shows the specific community development objectives of the CDBG program. These objectives are funded specifically with CDBG resources, in congruence with other allocated resources, in order to create complete neighborhoods and a more sustainable city. DHCD's community development primary objective is focused on implementing a community development plan that enhances the sustainability of the District within the regional context and holistically completes the fabric of the neighborhoods.



Table 5: FY2014 Specific Community Development Objectives

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	One-Year Goal	Outcome/ Objective*
2	Development Finance Division				
2.3	Revitalizing neighborhoods, promoting community development, and providing economic opportunities	CDBG, HOME, Other	<ul style="list-style-type: none">% of affordable housing developments that are highly sustainable and meet the Green Communities Criteria	100	SL-3
3	Residential and Community Services				
3.3	Revitalizing neighborhoods, promoting community development, and providing economic opportunities	CDBG	<ul style="list-style-type: none">Total # of storefront facades improvedTotal # of technical assistance provided to small businesses	50	EO-3
				1000	
4	Property Acquisition and Disposition				
4.3	Revitalizing neighborhoods, promoting community development, and providing economic opportunities	Capital, Other	<ul style="list-style-type: none">Total # of properties acquiredTotal # of properties recapturedTotal # of properties for which disposition agreements were executedTotal # of properties investigated that result in rehab	30	SL-3
				12	
				60	
				15	

Priority Community Development Projects

DHCD's community development primary objective is focused on implementing a community development plan that enhances the sustainability of the District within the regional context and holistically completes the fabric of the neighborhoods. Priority community development projects throughout the FY2014 Action Plan include:

a. Housing Resource Center

To build a more inclusive neighborhood and increase the number of District Residents who utilize DHCD services, DHCD opened a Housing Resource Center in 2009. The Housing Resource center serves the community as a one-stop shop for housing services and referrals, including providing access to DHCD's searchable affordable housing database, dchousingsearch.org. Community access to the facility's services will continue throughout the five year plan.

b. Interagency Coordination

Through a recent partnership with the Department of Mental Health (DMH), DHCD is responsible for meeting a goal of financing the development of 320 affordable housing units for the exclusive use of DMH consumers. Through an additional partnership with the Department of Human Services (DHS), DHCD is



responsible for meeting its goal of providing 36 units of permanent supportive housing to serve the District's homeless population.

c. Housing Cooperatives

Access to homeownership opportunities has become more difficult due to the national economic downturn. DHCD will leverage investments already made into housing cooperatives, by coordinating with financial institutions in order to structure housing cooperative pools. These pools will enable tenant association members that have already purchased their buildings within a cooperative structure to reduce their cost of housing preservation, obtain new rehabilitated housing units and preserve their ability to reside within the District.

d. Foreclosure Technical Assistance

DHCD will provide technical assistance to borrowers who face financial difficulty or are nearing foreclosure due to current market conditions and require DHCD loan restructuring in order to preserve the affordable housing units.

e. Community Facilities

Neighborhoods across the District rely on the development of community facilities for services such as childcare, healthcare, food provisions, job training, etc. Such facilities can be difficult to develop in the current economic climate, since many private lenders will not make loans for such projects, since loan repayment can be uncertain. As a result, DHCD will coordinate with local financial institutions that have been awarded New Market Tax Credit allocations, so that a modest investment from DHCD can catalyze a larger investment from equity providers – all with the goal of financing the development of much needed community facilities in specific District neighborhoods.

f. Housing Assistance

DHCD will continue to develop housing assistance programs throughout the five year plan. Recently, in an effort to help stabilize the housing market and revitalize neighborhoods hardest hit by high rates of foreclosure and vacant properties the department added the Home Purchase Rehabilitation Pilot Program to its suite of housing programs, HPAP, EAHP and NEAHP. It is a long-term goal of DHCD to partner with other District agencies to establish homeownership for employees to live near their place of work in the District.

g. Commercial Improvements

DHCD will continue its efforts to provide grants, through community-based non-profit partners, to retail and commercial property owners for the enhancement of retail and commercial facades in targeted commercial corridors of the District.

Anti-Poverty Strategy

DHCD, along with other agencies, has played a major role in the District's direct efforts to reduce poverty, and the HUD entitlement program funds administered by DHCD is one of many sources of funds for anti-poverty activity by the District. By funding housing for extremely low, very-low and low-income residents, DHCD contributes to the City's anti-poverty strategy by lifting families out of poverty and providing them with stable lodging and a means to build equity for the future. DHCD also supports other DC 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 non-profits. DHCD



also provides funds to Community Based Organizations (CBO) to assist small businesses with technical assistance and to improve their physical appearance.

Other agencies play key roles 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 to assist DOES in its employment mission. The DC 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 DC market.

In FY2014, DHCD will continue to play an important role in the District’s new anti-poverty initiatives which directly target neighborhoods with high poverty and crime rates. The New Communities Initiative and the Great Streets Initiative have been planned to address both physical and socio-economic-educational needs of the 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. The companion program, “Great Streets” is a strategy to revive the local commercial corridors bordering the new communities so that the balance of services that neighborhoods need are restored along with the housing and social fabric.

These two initiatives are an aggressive approach to fighting poverty that includes current residents and businesses in the planning for an inclusive neighborhood that attracts a mixture of incomes and families, singles, and elders into the revitalized neighborhoods.



Chapter Five: Non-Homeless Special Needs

Non-Homeless Special Needs Priorities and Objectives

As indicated in the FY2011 – 2015 Consolidated Plan, there are several populations who require more focused attention beyond their emergency shelter needs. These populations have “special needs” and they oftentimes fall into multiple special needs categories. These include the following:

- Elderly and frail elderly;
- People with severe mental illnesses;
- People with disabilities (mental, physical, and developmental);
- People with alcohol or other drug addictions;
- People with HIV/AIDS or other related diseases;
- Youth and;
- Victims of domestic violence.

The following special needs populations have been identified as the District’s highest priorities for non-homeless special needs housing and supportive service assistance for the FY2014 Action Plan:

- Elderly and frail elderly;
- People with disabilities (mental, physical, and developmental);
- People with HIV/AIDS or other related diseases

In FY2014, DHCD will fund the development of 207 units of housing for the special needs population. Additionally, DHCD will continue to administer the following programs that aid in the development of special needs housing:

- Single Family Residential Rehabilitation Program
- Multi-Family Housing Construction and Rehabilitation Program
- First Right Purchase Program
- Handicapped Accessibility Improvement Program.

Source of Funds

Various resources exist to address the identified housing and supportive service needs of non-homeless special needs populations. Two major sources of federal funding assist DHCD in its efforts to address their housing and supportive service needs for the non-homeless special needs population: CDBG and HOME funds from the U.S. Department of Housing and Urban Development. The CDBG Program funds a variety of housing and community development activities, including housing rehabilitation, acquisition, and predevelopment costs; public facilities and improvements; clearance and demolition; public services; and planning and administration. The HOME Program funds a variety of eligible affordable housing activities, including new construction, rental rehab, and homeownership assistance, (both direct and indirect), as well as administration for its HOME programs.

In FY2014 DHCD has coordinated with the Department of Health, the Department of Human Services, and other agencies that provide social services in a consolidated request for proposals which will leverage Federal and District funds to provide both capital and operation funding for projects that target District residents with special needs. As with its other housing and community development needs, the District’s special needs housing programs require, whenever possible, maximum use of private financial resources. Because DHCD uses its funds to “close the gap” of needed financing for its selected projects, the private financing sector provides the bulk of each project’s funds. 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, partly in response to the provisions of the Community Reinvestment Act, which encourages 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.

HOPWA

DHCD is the HOPWA Formula Grantee for the Washington, DC Eligible Metropolitan Statistical Area (EMA). The District's, Department of Health, HIV/AIDS, Hepatitis, STD, and TB Administration (HAHSTA) is the sub-recipient of the HOPWA funds received by the District. The regional HOPWA allocation is administered and monitored by the D.C. Department of Health, HAHSTA. Funds are distributed through HAHSTA's various program. For further information, please see HOPWA FY2014 Annual Action Plan in Appendix I.

DRAFT

Chapter Six: Citizen Participation

DHCD has a thorough and extensive community participation or citizen participation process that will be employed for all projects. DHCD consistently seeks to include the input of District residents in all phases and aspects of its Annual Action Plan, from the initial planning, to project and program implementation to the reporting and assessment of accomplishments. The effectiveness of this process is key in delivering the proper services and programs to the District's residents, while ensuring that the overall direction of DHCD's work is consistent with residents' expectations and is responsive to neighborhood concerns. A more detailed assessment of this processes elements is as follows:

Participation Process

DHCD encourages citizen participation in all stages of the planning process. From the drafting of the Consolidated Plan to the filing of the annual Performance Evaluation Report, DHCD hosts Public Meetings, provides draft copies of the Plan before submission, accepts and incorporates citizen input and feedback, and holds special hearings whenever any substantial amendments are made.

DHCD also works in an on-going capacity with key non-profit organizations in encouraging the participation of the citizens they work with directly, including many of the low and moderate-income residents who are the primary targets of its HUD funded programs. Bi-lingual services are available for those who request them.

Additionally, DHCD works very closely with District's well-organized neighborhood groups in matters that have a particular interest and/or impact on a particular area or neighborhood. This relationship ensures maximum availability of DHCD staff to the residents and ensures transparency of DHCD policies and initiatives.

Public Meetings

The core of DHCD's Citizen Participation Plan is the Public Meeting. DHCD hosts a Public Meeting during each phase of the funding cycle, one in preparation for the Consolidated Plan and its annual update through the One-Year Action Plan, and one in conjunction with DHCD's preparation of the Consolidated Annual Performance Evaluation Report. These meetings give the residents an opportunity to comment on all aspects of DHCD's administration of federal dollars, as well as all substantial activities undertaken by the District. A Public Meeting is also held when any substantial amendments are made to the Consolidated Plan.

The meetings are well publicized, available through various mediums, and are held at centrally located facilities that are safe and fully accessible. The locations are also accessible by public transportation and are held on convenient days and times.

Access to Information

DHCD has all Consolidated Plan, Annual Action Plan and Consolidated Annual Reports available on its website in a manner convenient for on-line viewing, downloading and printing. Draft versions of all Plans are made available before they are submitted for citizens, public agencies and other interested parties to view and comment upon. Copies of final and draft Reports are available free of charge at DHCD's office.

Additionally, information that applies to these reports and the District's work in general is available. Requests for access to specific information must be made in advance and coordinated with DHCD personnel.

DHCD's staff is also available to persons or interested parties who require technical assistance in understanding the Plan, in the preparation of comments, and in the preparation for requests of funding. This



availability and responsiveness is also employed in handling and responding to whatever reasonable complaints are made concerning the Plan and its undertakings.

Substantial Amendments

Should any substantial change to the stated Objectives of the Consolidated Plan become apparent, DHCD will involve the residents through its above described methods and practices. Such substantial changes would be understood as being new activities DHCD would undertake within a reporting cycle and does not include expected and actual changes to Goals as they relate to external factors and unexpected changes in available resources.

Citizen Comments

During the public comment period, citizens were given an opportunity to provide comments or views on the FY2014 Action Plan. Citizen comments on the Action Plan will be compiled and added to the comments received on needs and priorities for housing and community development in the District. DHCD foresees accepting and responding to all citizen comments. A summary of comments can be found in Appendix G.

Efforts to Broaden Public Participation

DHCD facilitates broad-based participation in its planning process by providing:

- No less than two-week advance publication of a Notice of Public Hearings,
- No less than 30 days to review the draft documents,
- Two-week periods following hearings for the submission of additional comments,
- Direct mailings of Notices to a wide range of interested groups,
- Easy access to draft documents (hard copies and on-line) and hearing transcripts,
- Accommodation of special needs participation through sign-language interpreters and interpreters for Spanish-speaking constituents, and
- Holding hearings at convenient times and in barrier-free facilities that are easily accessible by public transportation.

The Director and senior DHCD staff members are present at public hearings to take the direct testimony, answer questions on the District's housing and community development needs, and receive comments on DHCD's program performance for prior periods as well as for the current year. The submission of written testimony for the record is encouraged, and Public Hearing records are kept open for at least 2 weeks after the hearing for the receipt of post-hearing written testimony. A court reporter provides written transcripts within 2 weeks of the date of the Public Hearing, and a record of the Public Hearing, including the written transcript, is made available for public viewing at DHCD. When preparing the final Consolidated Plan, DHCD will include a summary of the comments and views received from citizens orally and in writing at the Public Hearing, as well as a response to any comments not accepted.

Moreover, DHCD will provide citizens, public agencies and other interested parties with reasonable and timely access to information and records relating to the FY2014 Action Plan and its use of assistance under the programs covered under the Consolidated Plan during the preceding five years. Requests may be made to the DHCD Public Information Specialist at (202) 442-7200.

Chapter Seven: Other

Fair Housing

DHCD created a Fair Housing Program in February 2001. To date it is still one of a few Housing and Community Development agencies in the Washington Metropolitan Area that houses a Fair Housing Program within its agency rather than in an enforcement agency. The Fair Housing program provided education and outreach, policy direction and compliance services. Subsequently, the program was incorporated into the Office of Program Monitoring, due to its compliance duties.

Since its inception, the Department's fair housing program has served to promote fair housing and equal opportunity with DHCD's stakeholders, including the limited English proficient populations. Those targeted include agency staff within the program services and project development divisions; grantee funding recipients in the non-profit and for-profit sectors; the housing industry, and District residents in general. One key goal of the fair housing program is to ensure the agency is in compliance with local and federal fair housing and equal opportunity laws, rules, and regulations in all of its programs and services. Compliance is not measured only through agency direct services, but through its many community partners, such as community non-profit organizations, housing developers, and individual residents who receive program and project funding through DHCD. The Fair Housing program achieves these goals through:

1. Education and Outreach

The Fair Housing program provides fair housing education through its translated fair housing materials in print, digital and web. It also provides training and workshops in various languages to District residents. It particularly targets limited English proficient communities from our diverse immigrant communities, organizations which assist persons with physical or mental disabilities, and the elderly—about their fair housing rights in rental, sales, financing or home insurance transactions. Though the Department has completed this task by being awarded competitive grants for education and outreach by the U.S. Department of Housing and Urban Development (HUD) in the early years, it has in recent years completed this mandate through direct outreach to organizations and speaking engagements for target populations. The Department has partnered and continues to make alliances with District agencies, community based organizations, and the private sector to gain the widest and most diverse audience possible.

2. Partnerships

The Fair Housing Program has partnered and continues to collaborate with practitioners, local and national non-profit advocacy organizations, sister government agencies, and the private sector since it was created in 2001. The partnership goal is to promote awareness of “affirmatively furthering fair housing.” The Department, in collaboration with a non-profit organization and various District agencies, has brought an Annual Fair Housing Symposium to bring experts in various housing fields to inform participants on the relationships and impacts on fair housing. DHCD continues to partner with the DC Department of Mental Health (DMH) to ensure staff and recipients are trained on equal housing opportunity and affirmative marketing principles as they provide services to District residents. DHCD has also partnered with the DC Department of Consumer and Regulatory Affairs to assist in the Department's annual accessibility regulations and code enforcement training it provides to funding grantees. DHCD is also partnering with the DC Housing Finance Agency to provide joint site accessibility inspections where both agencies are funding the construction or rehabilitation project.

3. Affirmative Marketing

The Department ensures its programs and services are made available to District residents, in particular, those who are *“least likely to apply for the housing or program service without special outreach”*



through affirmative marketing techniques embodied in its certification process. To affirmatively market a program or a service, a grantee must take its efforts of outreach a step above general marketing activities. In considering the target groups to outreach, DHCD—directly or through its grantees—must analyze demographic changes, needs in the various target communities, language needs, and city services which impact the service or the housing being developed. DHCD has enforced these principles through an affirmative marketing certification process for its program and construction grants. The certification process takes into account federal and local laws and regulations and conveys the responsibility of affirmatively furthering fair housing which is a responsibility of the Department as a CDBG entitlement jurisdiction. The Department's affirmative marketing certification process for program and service grantees is unique in the Washington Metropolitan Area.

The certification process is not only a compliance tool but also an outreach and education opportunity to developers, management companies and other housing industry partners to provide a greater understanding of fair housing principles and compliance. By enlarging the prospective market, funding grantees as well as buyers and tenants in the program or housing market area, regardless of their protected category—racial or ethnic groups—are given an equal opportunity to be informed about programs sponsored through the agency and of prospective housing development(s) across the city, and made welcome to apply. The Department will continue to enforce affirmative marketing principles through its certification process to ensure non-housing activities associated with new construction and rehabilitation projects, as well as programs providing services are available to all District residents on an equal basis.

Another method in affirmative marketing which assists target communities such as persons with disabilities, the elderly or Limited English Proficient clients of Spanish speaking origin is the Department's bilingual housing locator tool, DCHousingSearch.org. This phone and internet tool is free of charge and allows DHCD to attract participation of a greater pool of applicants to its programs and services. In particular it can bring diversity to areas that have been subjected to housing discrimination due to the residents' protected class.

4. Language Access Act

Since 2001, DHCD has partnered with the Office on Latino Affairs, the Office on Asian and Pacific Islander Affairs, and the Office of African Affairs to ensure the Department's services and programs of concern to these communities were available in the appropriate languages. The Language Access Act of 2004 (The Act) is designed to provide greater access and participation by Limited or No-English Proficiency LEP/NEP persons in the District to public services, programs, and activities. The implementation of the Act supports the Department's responsibility to affirmatively furthering fair housing by ensuring equal opportunity and accessibility of program and services to all District residents.

The Department has been an active participant with the Office of Human Rights in enforcing the Act's mandate within the DHCD and its program. To date, the Department has executed five bi-annual Language Access Action Plans and adhered to the Act's regulations. DHCD continues to analyze and improve data collection mechanisms in its Residential and Community Services Division for programs such as Neighborhood Services Activities, Housing Counseling, Lead Safe Washington, and Small Business Technical Support; DHCD also ensures training of its staff on language Access and cultural competency, and continues to translate vital documents as per its Biannual Language Access Plan. As funding is allocated, DHCD will update and develop new translated educational outreach material to minimize language barriers to the Department's programs and services.

Since joining DHCD in 2008, the Housing Regulation Administration has brought new opportunities to further engage and outreach the LEP community on DHCD programs and housing services, as many documents and forms pertinent to landlord and renters are translated into Spanish as the first target LEP language. These can be found on DHCD's website and are available for download. Various forms are mandated by law to be translated into Spanish; however, DHCD is pursuing the possibility of translating target forms into additional languages in the Act.

5. Section 3

Section 3 of the Housing and Urban Development Act of 1968 requires that recipients of the US Department of Housing and Urban Development (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 its contractors and sub-contractors provide employment opportunities to low- and very low- income residents, with a focus on public housing residents and recipients of public assistance.

DHCD's Section 3 program facilitates employment opportunities and contracting opportunities for businesses owned by or that employ Section 3 residents. Recipients of community development funds from DHCD are required to hire Section 3 residents and subcontract with Section 3 business concerns.

DHCD has implemented a comprehensive compliance and monitoring program to ensure Section 3 regulations are followed in the agency and by those receiving DHCD funds. As part of this monitoring process, DHCD reviews all housing construction, housing rehabilitation, and public construction projects for Section 3 applicability. Recipients are required to submit a detailed plan stating their Section 3 goals and how they intend to comply with Section 3 rules and regulations prior to receiving DHCD funds. Additionally, sub-contractors of these recipients are also required to complete a compliance plan. Recipients are monitored during the life of their project for compliance. Monitoring includes site visits, document reviews, and quarterly reporting. DHCD will continue to provide technical assistance to its recipients and their contractors in order to facilitate further compliance. Furthermore, DHCD will continue to emphasize the Section 3 hiring priorities and notification of certified Section 3 Business Concerns of contracting opportunities.

Education is the second component of the Department's compliance approach. DHCD has conducted an annual mandatory training for the last five years on Section 3 policy and procedure for recipients and their contractors. General contractors, local businesses, community groups, Youth Build organizations, and representatives from the housing authority are often in attendance. Partners in DHCD's Section 3 efforts from the DC Housing Authority including the Resident Services Manager and Section 3 Compliance Coordinator are introduced and given an opportunity to discuss their programs. This training is designed to provide a refresher on agency policy and procedure, but also to apprise non-recipients on the Section 3 program and opportunities that are available. DHCD will continue to provide this training in the future. For FY 2013, DHCD held compliance training on November 7, 2012 which included DHCD's annual Section 3 training but focused on projects recently selected from the annual RFP. This combined approach included other topics such as Davis-Bacon, Fair Housing and Relocation which provided current recipients more comprehensive compliance training.

The third focus of Section 3 compliance is 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 which will verify that they in fact meet the definition listed in the regulations. Recipients and their contractors are notified of certified Section 3 Business Concerns to make it easier for recipients to identify possible



Section 3 partners and limit the opportunity for them to assert that there were no bona fide Section 3 businesses for them to contract with.

In FY 2013 DHCD participated in the second annual Section 3 Summit in collaboration with DCHA, the Charlotte Housing Authority, and HUD at the NAHRO Legislative Conference on March 19, 2013. This training provided attendees (not only PHAs but also community planning and development agencies) that receive Section 3 covered funds training on Section 3 compliance, negotiating the Section 3 commitment, Section 3 reporting and updates from HUD on their Section 3 monitoring and changes to the administration of its program.

To further promote Section 3 Business Concern certification, DHCD has conducted an orientation/training event on the Section 3 Business Concern certification at the agency. The orientation targeted local businesses, small business assistance groups, minority contractor groups, and CBEs to apprise them of Section 3 related opportunities at the agency and DHCD policy. These orientations have facilitated the certification of Section 3 Business Concerns since its implementation. DHCD has also provided information about the certification the DCHA annual training. In FY 2014 DHCD will continue to host and expand these orientations and training opportunities, as well as participate in other opportunities to publicize the Section 3 program.

Affirmatively Furthering Fair Housing

Section 808(e) (5) of the Fair Housing Act provides for the Affirmatively Further Fair Housing (AFFH) requirement of all jurisdictions that receive federal funding. In addition, Section 104 of the Housing and Community Development Act of 1974 (24CFR Part 570.496(a), requires that each participating jurisdiction certify that it will affirmatively further fair housing. To AFFH, the District will: (1) Conduct an analysis of impediments to fair housing choice (AI); (2) plan and take appropriate actions to overcome the impediments findings identified through the analysis; and (3) will maintain records reflecting the AI and actions taken in this regard.

a. Analysis of Impediments

Like all jurisdictions that receive Community Development Block Grant funds from HUD, the District of Columbia is obligated to identify, analyze, and devise solutions to both private and public sector barriers to fair housing choice. In particular, the passage of the Housing and Community Development Act in 1974 established that recipients of CDBG funds have a responsibility and obligation to *affirmatively advance fair housing*.

The District completed its first Analysis of Impediments to Fair Housing Choice (AI) in 1995 and it has completed three additional AIs since in 2000, 2005, and 2011. The AI focuses on the essential goals of the CDBG program and the Fair Housing Act to achieve racial, ethnic, and economic diversity in housing, and on the legal obligation of each recipient of U.S. Department of Housing and Urban Development (HUD) funds to affirmatively further fair housing in *all* of its housing activities and programs regardless of its funding source.

The District follows the Fair Housing Planning Guide published by HUD which stated that each jurisdiction must conduct an analysis to identify impediments to fair housing choice within the jurisdiction; take appropriate actions to overcome the effects of any impediments identified through the analysis, and maintain records reflecting the analysis and actions in this regard. These actions are interpreted by HUD in the Planning Guide to mean: Analyzing and eliminating housing discrimination in the jurisdiction; promoting fair housing choice for all persons; providing opportunities for racially- and ethnically-inclusive patterns of housing occupancy; promoting

housing that is physically accessible to, and usable by, all persons, particularly persons with disabilities; and fostering compliance with the nondiscrimination provisions of the Fair Housing Act

The 2011 AI used a color-blind analysis of the housing stock in the District based on 2010 census data. This data was compared to the 2000 census information to complete a comparison of race demographics in the city. This information was also analyzed and compared to findings in the previous AI. The impediments and recommendations provided on the 2011AI are summarized as follows:

Impediments:

- Washington D.C. has a dual housing market which has been primarily responsible for the racial and economic segregation in both the District and its surrounding jurisdictions.
- Racial steering contributes to much of the racial segregation in the District.
- Racial and national origin discrimination in issuing conventional and FHA loans to District residents.
- The high cost of housing continues to pose a barrier by fostering economic segregation and the racial segregation that accompanies it.
- The District has routinely granted extensions that have kept developments, where ground has not yet been broken, exempt from the city's inclusionary zoning requirements because they were in the pipeline when the inclusionary zoning act went into effect.
- The District's zoning ordinance imposes significant obstacles to accessory apartments, a cost-effective way to provide housing affordable to individuals and households of modest means and to enable households with declining incomes to remain in their homes.
- The District's Comprehensive Plan does not show goals, objectives, or policies that seek to achieve stable, racially-integrated neighborhoods, which in the District would also require economically-diverse housing.
- The District's planning process does not directly address any fair housing issues that the city can help resolve and fair housing violations that the city can help prevent.
- The District's zoning treatment of what it calls "community-based residential facilities" is convoluted and sometimes contradictory.
- Accessing information on how and where to file a housing discrimination complaint if the complaint is not using the Internet is a substantial barrier to fair housing choice.
- Lack of accurate and current information on fair housing matters. District enforcement agency do not consistently track whether fair housing complaints involve rental or ownership housing.
- Difficulty in obtaining data from the District government agencies limited the analysis.
- The DC Housing Authority lacks a cogent pro-integrative policy for siting public housing and the use of Housing Choice Vouchers. Nearly all public housing developments were located in predominantly black areas.

Recommendations

- The District must commit to the goal of transforming the dual housing market into a single, unitary housing market. The District should adopt an explicit goal and policy to promote the expansion of housing choice throughout the city and metropolitan area. The District should work to expand the housing choices of existing and potential new residents beyond the neighborhoods dominated by their own race or ethnicity.
- Expand where people will look for housing. Commit to an ongoing long-term publicity campaign to make all races aware that they can move anywhere in the metropolitan area that they can afford.
- The District needs to increase the supply of housing affordable to households with modest incomes outside the predominantly African American neighborhoods. In addition, the District



needs to preserve housing affordable to existing African American residents so that gentrifying neighborhoods can achieve long-term stable integration.

- Working through existing metropolitan organizations or a new metropolitan coalition of local governments, the District should seek to get significant amounts of affordable housing built in the other cities and counties in the metropolitan area to avoid re-segregation of African Americans in surrounding counties.
- District need to work with leaders of the real estate industry as well as the four counties that surround the District to buy into the concept of transforming the dual housing market into a unitary free market throughout the metropolitan area.
- Remove obstacles in the Zoning Code to accessory apartments. Change six of the eight requirements (b, c, d, e, g, h) of the zoning code to facilitate development of accessory dwellings with only a minimal impact on surrounding uses and neighborhoods.
- Amend the District's comprehensive plan to establish explicit goals, objectives, policies, and implementation approaches to achieve stable, racially-integrated neighborhoods throughout the District and metropolitan area.
- Produce print and Internet advertising targeted to the racial or ethnic groups that have sought housing in the areas the developer or real estate firm serves. Advertising in foreign language newspapers and magazines. Photographs and videos of models portraying residents or potential residents should reflect the full diversity of the District. Give every client who seeks housing a brochure that clearly identifies illegal discriminatory practices and provides clear contact information to file a fair housing complaint. Building permit should NOT be issued without full compliance with the accessibility standards of the Americans with Disabilities Act (ADA).
- Prevent the further expansion of existing clustering and *de facto* social service districts and prevent the creation of additional clustering and *de facto* social service districts. Amend the zoning code to more accurately call these uses something like "community residences" instead of "community-based residential facilities." Adjust the zoning code definitions for the different types of "community-based residential facilities" to be consistent and compatible with the definition of "family." Examine and revise the zoning code to make necessary reasonable accommodations for all types of "community-based residential facilities" for people with disabilities.
- The "311" database needs to be updated to identify the Office of Human Rights as the place to go when a caller thinks she may have encountered housing discrimination. Train the "311" information operators to refer all calls involving possible housing discrimination to the Office of Human Rights.
- Have a uniform reporting mechanism among government, private and non-profit fair housing enforcement agencies to report fair housing data by rental and ownership housing. The District of Columbia Housing Authority should maintain current records on the race and ethnicity of public housing residents in each development and of housing voucher holders. Determine the level of financial services available and whether redlining of mortgages and/or home owner and renter insurance is occurring.
- Greater transparency of information. A change in culture is needed to facilitate the sharing of information with researchers examining the District of Columbia.
- Adopt a strategic policy to locate public housing in a pro-integrative manner within the District and, if possible, outside the District in collaboration with the housing authorities of the surrounding counties. Existing buildings in disrepair located in the gentrifying neighborhoods, should receive high priority for restoration and continued use as public housing. Expand the geographic range of housing choices for Housing Choice Vouchers holders to consider. The Housing Authority should try to recruit more Housing Choice Vouchers holders for the Moving to Work program.

b. Efforts to Remove Barriers to Affordable Housing

The District continues to support activities which are a catalyst for removing potential barriers to fair and affordable housing whether these are directly or indirectly housing related. Throughout the Consolidated Planning period, DHCD will continue to work on remediating and identifying new goals to remove barriers to affordable housing internally and with its government and industry partners. Some of the measures to remove barriers are identified below.

Fair Housing Task Force: The Office of Human Rights has created a fair housing task force to review the most recent findings and recommendations of the District's 2006-2011 Analysis of Impediments to Fair Housing Choice (AI). A document authored by DHCD will be reviewed by a consultant who will meet with key District agencies to address these barriers and provide the most efficient and productive course of action to implement the recommendations in the AI.

Rental Housing Conversion and Sale Amendment Act of 2005: The Department continues to enforce the "Rental Housing Conversion and Sale Amendment Act of 2005" (D.C. Bill 16-050). This legislation eliminated the 95 percent/5 percent loophole in the Rental Housing Conversion and Act of 1980 (the Act) which allowed rental property owners to circumvent the tenant opportunity to purchase act (TOPA) and right of first refusal provisions. DHCD will continue to assist tenant associations to exercise their right to purchase rental housing.

Inclusionary Zoning (IZ): Inclusionary Zoning (IZ) is a land use technique for developing diverse mixed-income communities by requiring each new residential development make a percentage of the new units affordable to targeted incomes. IZ in the District began with a set of public hearings held by the Zoning Commission starting in 2005. Around the same time, the City Council passed both the Comprehensive Plan for the National Capital and the Inclusionary Zoning Implementation Amendment Act of 2006, which gave policy guidance and empowered the Mayor to administer the program. In August of 2009, the District implemented the District's Inclusionary Zoning program, which affords private sector development companies the right to additional density for their projects in exchange for making at least 8 percent of the units in the project affordable. Through the implementation of this program, we hope to increase the racial and ethnic diversity in District neighborhoods.

Office of the Tenant Advocate (OTA): OTA assists and represents tenants with respect to their rental housing concerns, including legal representation in the Superior Court of the District of Columbia administrative proceedings, mediation and adjudication services. OTA was initially housed within the Department of Consumer and Regulatory Affairs (DCRA), but became full independent in October 2007. The Chief Tenant Advocate advocates for, educates, and provides outreach for tenants in the District of Columbia. HRA and OTA coordinate efforts to work with landlords and tenants to ensure that the parties understand their respective obligations, responsibilities, and rights.

Housing Regulation Administration: In 2008, the Housing Regulation Administration which houses the Rental Accommodations Division, the Rental Conversion and Sale Division and the Rental Housing Commission—formerly located in the Department of Consumer and Regulatory Affairs, transferred to DHCD. This was, in part, an effort by the District to reduce barriers to fair housing by providing quicker response to apartment building conversion concerns which can affect low income and disenfranchised tenants. After HRA transferred to DHCD, the Department established the Housing Resource Center to promote the public's access to information and education, and provide a public interface with property owners, tenants, developers, and other stakeholders. Further, in 2008, a housing provider ombudsman was established to provide property owners and landlords with assistance and guidance in complying with rental housing laws and regulations.



Residential and Community Services: DHCD has improved processes in its Residential and Community Services programs to effectively address underserved needs. It also continues to provide an annual training program for staff and funding recipients on fair housing and accessibility compliance for construction projects. As well, DHCD continues to monitor all its sub-recipients to ensure compliance with fair housing and equal opportunity laws and regulations. Fair Housing staff is also available as a resource for constituents and service providers.

Fair Housing Symposium April 18, 2013: DHCD celebrated its 12th Annual Fair Housing Symposium, themed “Laying the Blueprint for Your Advocacy” during Fair Housing Month in April 2013. This year marks the 45th anniversary of the passage of the Fair Housing Act (Title VIII of the Civil Rights Act of 1968). DHCD and its partners the Equal Rights Center (ERC) and the District of Columbia Office of Human Rights (OHR) brought the symposium with the aim of building awareness and inciting action on fair housing issues. The day-long symposium had a goal of attracting persons who advocate on behalf of marginalized populations but have little knowledge of fair housing and thus do not incorporate those issues into their work, which was accomplished by providing symposium sessions where attendees were taught how to incorporate fair housing information and programs into their existing work.

Request for Proposals (RFPs): The bi-annual RFPs solicit proposals from community development corporations (CDCs) and private sector firms interested in creating affordable housing or community development projects. DHCD will continue to inform and educate residents and developers at community meetings about providing equal access opportunity to housing and furthermore on building housing that is accessible to person with mobility disabilities.

Education and Outreach: The Department partners with non-profit and private sector housing advocates and practitioners to inform residents and stakeholders on the Department’s programs and services. Education on DHCD programs involve in-house workshops on a plethora of topics including fair housing rights, lead safety, tenant and landlord responsibilities, and public meetings to notify and inform residents about DHCD’s programs.

The Department has a responsibility under the Community Development Act of 1974 to affirmatively further fair housing in all of its programs and to provide greater education coverage of housing and fair housing issues to a diverse community. One method DHCD accomplishes this is by funding community based organizations to provide outreach and education for tenants on purchase programs, comprehensive homeownership and housing counseling, and assistance for relocation and location of apartments.

Each year DHCD organizes the Annual Housing Expo, which brings together community based organizations and government agencies, industry leaders in the housing and construction arenas, lending and banking institutions and the real state private sector in one location.

Accessibility Education and Enforcement: DHCD holds an annual housing accessibility training which incorporates Section 504 of the Rehabilitation Act of 1973, American with Disabilities Act, Fair Housing Accessibility and the District of Columbia Code Enforcement. This training is mandatory for staff, principally architects, project managers and general contractors of for funded grantees. It is critical training staff involved in designing, building or supervising the day-to-day progress of the project. The training covers practical and regulatory actions concerning accessible housing according to local building codes and its parallels to federal regulations and laws, it is one more tool to educate grantees while simultaneously ensuring that housing funded through DHCD provides greater opportunities for persons using a wheelchair.,

Office of Human Rights: The DC Office of Human Rights is an agency of the District of Columbia government that seeks to eradicate discrimination, increase equal opportunity, and protect human rights in the city. The Office enforces the DC Human Rights Act of 1977 and other laws and policies on

nondiscrimination and fair housing. The Office is also the advocate for the practice of good human relations and mutual understanding among the various racial ethnic and religious groups in the District of Columbia. The District has the most comprehensive civil rights law of any metropolitan jurisdiction which also includes in its amended form: Gender Identity or Expression and Status as a Victim of Intra-family Offense. Along with the new protected categories under the Act, the District also passed the **2006 Victims of Domestic Violence Eviction Protection law**, which protects victims against evictions based on criminal acts perpetrated against them. It also permits DV victims to get out of a lease without liability where necessary to protect their own safety, and prohibits housing discrimination on the basis of one's status as a victim of domestic violence.

Department of Insurance Securities and Banking (DISB): Part of DISB's mission is to protect District residents from financial fraud and abuse by providing fair and efficient supervision of financial-service entities. Through education, training and outreach, DISB works to protect the interests of District consumers from unfair and abusive practices, including predatory lending practices.

Department of Consumer and Regulatory Affairs (DCRA): The mission of DCRA is to protect the health, safety, economic interests and quality of life of residents, businesses and visitors in the District of Columbia by ensuring code compliance and regulating business. It regulates construction and business activity in the District by operating a consolidated permit intake center, and it reviews all construction documents to ensure compliance with building codes and zoning regulations. On the consumer side, DCRA issues business licenses, professional licenses, and special events permits, registers corporations, and inspects weighing and measuring devices used for monetary profit. Construction activity, building systems, and rental housing establishments are inspected, and housing code violations are abated, if necessary. In May 2009, DCRA launched its **Proactive Inspections** program to ensure all of the multi-unit rental properties stock in the District is inspected. Prior to the program, city wide inspections were complaint based; now, all multi-family rental properties in the District (estimated at 4,000) will be inspected regardless of a complaint. Notwithstanding, DCRA will continue to follow up on complaint based inspections. The agency has partnered with tenant advocate organizations to ensure buildings with a history of violations are prioritized. The program includes combing through DCRA's database for problem buildings, providing automatic referrals for inspections to the DC Department of Health (DOH), as well as to the District Department of the Environment (DDOE), for mold, lead, air quality, rodents and other health and environmental concerns. DCRA is on track to inspect an average of 60 buildings per month through 2013.

Foreclosure Prevention: The District provides funding to the non-profit sector to provide outreach and education to residents victimized or at risk of a home foreclosure. CBOs funded through DHCD provide foreclosure prevention training so that residents can be salvaged from losing their home. The training, provided in English and Spanish by some CBOs, seeks to provide individualized counseling, assess the delinquency status, and provide options and a work plan to alleviate the situation.

Homeownership Assistance: The District has used both local and federal funds to continue to create and preserve affordable housing units for low-income and special populations which includes, but is not limited to, the elderly, at risk youth, victims of domestic violence, persons with developmental disabilities, recuperating drug and alcohol abuse populations, and homeless. All housing created or supported from these funding sources must adhere to the fair housing and equal opportunity compliance and monitoring processes, regardless of its funding source. Likewise, other housing agencies and non-profit community development corporation also offer tools for assisting first time homebuyers and person in crisis. The D.C. Housing Finance Agency has a Home Resource Center dedicated to education and training to 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 program and mortgage assistance program, through a sister organization, for low income residents citywide.



Monitoring

Program and financial management staff conduct formal on-site monitoring at least once every two years of CDBG and HOME funded projects implemented by sub-recipients (more frequently if the sub-recipient is new or is having difficulty meeting program or contract requirements). Review of monthly or quarterly reports, program evaluation forms, program visits, and phone calls are also part of program monitoring procedures. Sub-recipients are surveyed periodically to determine satisfaction levels with services and areas in need of improvement. Program monitoring ensures that the sub-recipient's performance is adequate and in compliance with Federal and local regulations, as determined by the contract agreement and scope of service.

Components of project monitoring include compliance with eligible activities and National Objectives, HUD program rules and administrative requirements; accessibility to all sites where federally-assisted programs are implemented; progress against production goals; needs for technical assistance; composition and activity of a sub-recipient's board; statements of non-conflict of interest by board members; compliance with equal employment opportunities and labor practices; reviewing client files where appropriate; reviewing program brochures and printed material to ensure compliance with language accessibility; and evidence of innovative or outstanding performance.

Financial monitoring ensures that sub-recipients comply with all of the Federal regulations governing financial operations. This includes reviewing original supporting documentation for financial transactions; time sheets; independent audit reports and management letters; tracking expenditures into the general ledgers; check books and bank transactions; internal controls; reviewing financial transactions to ensure that they are within the approved budget; and that expenditures are eligible and reasonable. An overall monitoring schedule is established at the beginning of each program year, as well as an individual monitoring checklist for each activity.

Monitoring of sub-recipients that result in significant findings will require a corrective action plan and repeated interim monitoring visits by DHCD staff. If corrective actions are not taken within a prescribed period or if the findings are egregious in nature, project reimbursement is immediately suspended until the deficiencies are corrected. Any financial malfeasance would be immediately reported to the US Department of Housing and Urban Development as well as the HUD Inspector General.

Long term compliance with property management and disposition requirements is outlined in contracts with sub-recipients. DHCD interests in real property acquired with CDBG or HOME funds are required to be recorded as part of the deed.

Federally-assisted housing projects that have HOME or CDBG funds are monitored periodically. Some projects have a full code inspection by the Code Enforcement staff and Fire Marshal. An on-site compliance monitoring review examines all aspects regarding the leasing of an affordable unit. It begins with a review of the components of the affordable housing agreement with leasing and management staff to ensure that all parties understand the requirements. Additionally, the lease, the rental amounts and the rent roll, the tenant selection policy and process, the waiting list procedures, property marketing plan and fair housing notices are reviewed. Tenant files of households occupying affordable units are reviewed to ensure required procedures are followed, such as using HUD Handbook 4350.3 to identify and calculate income correctly, obtaining signatures of all adult household members on income certifications and renting at allowable amounts. Occupancy reports submitted by the owners are reviewed while on-site to verify that the information being reported is substantiated by the documentation in the file.

When discrepancies are noted, the owner is required to make corrections. Corrective action ranges from the owners making corrections on their report to providing a replacement affordable unit when the existing household is ineligible for the unit. Other changes might be preparing a more effective marketing plan or repayment of rent to tenants.

Lead-based Paint

DHCD is committed to producing affordable housing that is free from lead-based paint hazards in all of its development programs. Since 2002, DHCD has revised protocols for all single family and multi-family housing development programs to ensure these programs comply with the Lead-Safe Housing Rule (24 CFR 35). DHCD requires that lead-based paint (LBP) hazards be addressed in every project undertaken with DHCD funds or involving an existing residential building.

Implementing DHCD's adaptation of the Lead-Safe Housing Rule involves approving and/or monitoring the full range of lead-hazard reduction activities, e.g., disclosure verification, risk assessment completion, lead scope-of-work development, finance for the lead-based paint reduction work, construction inspection, and verification of clearance. Once clearance testing is complete, the District's Department of the Environment (DDOE) reviews the clearance report and issues Letter of Permit Completion to the property owner.

In addition to what are now routine requirements for lead safety in all DHCD housing rehabilitation activities, DHCD is administering a \$2.9 million Lead Hazard Reduction Demonstration Grant, awarded in 2012 on a competitive basis from HUD's Office of Healthy Homes and Lead Hazard Control (OHHLHC) with a \$1.9 million District match; the Department anticipates completing another 200+ units with the funds.

This new grant will reduce lead-based paint hazards in housing built before 1978 that is occupied by or available for occupancy by low-income (< 80% Area Median Income) households with children under the age of 6 years that live or frequently visiting the properties.

DHCD is working in partnership with the District's Department of the Environment (DDOE), and Department of Consumer and Regulatory Affairs (DCRA), Child and Family Services Administration (CFSa) as well as with the enforcement activities of the Office of the attorney General (OAG), to provide a seamless system of: (1) identification of lead hazards in residential property; (2) enforcement actions against property owners, where applicable; and (3) opportunities for property owners to finance lead hazard reduction activities.

Economic Development

In FY2014, DHCD along with the Office of the Deputy Mayor for Planning and Economic Development will continue to promote the revitalization of District neighborhoods in order to create job opportunities, affordable housing, commercial revitalization, public facilities (including parks, recreation centers, and multi-use facilities) and vibrant and safe places to live and work and to improve the general quality of life of District residents. In addition, DMPED will use a portion of FY2014 CDBG funds to carry out activities that support the development and disposition of properties previously acquired with public (largely through the former urban renewal program) and federal funds. DMPED will carry out these activities through individual development and facilities projects and through implementation of the Great Streets, New Communities, and Neighborhood Investment Fund programs.

Chapter Eight: Description of Activities

Listing of Projects and Programs (Table 3c)

The following pages contain the U.S. Department of Housing and Urban Development-defined “Table 3” that describes each of the District’s programs and activities. The Table 3 is grouped according to the District’s major uses of HUD funds:

- Residential Services: These DHCD program areas meet the HUD priority need of *Owner-Occupied Housing* by providing financial assistance to increase home purchases and for home rehabilitation.
 - Home Purchase Assistance Program
 - Employer Assisted Housing Program
 - Neighborhood Stabilization Program
 - Single Family Rehabilitation Program
 - Lead Safe Washington Program
- Project Financing: This DHCD program area meets the HUD priority needs of *Owner-Occupied Housing, Rental Housing, Public Facilities, Infrastructure* and *Non-Homeless Special Needs* by providing financial support for owner-occupied and rental housing projects for both general and special needs populations; infrastructure for community development projects; and commercial and community facilities.
 - Property Acquisition and Disposition Program
 - Tenant Opportunity to Purchase Assistance Program
 - Community Facilities Program
 - Affordable Housing Program
- Community Services: These DHCD program areas meet the HUD priority needs of *Economic Development, Public Services, Owner-Occupied Housing, and Rental Housing* by providing financing to community-based organizations for program delivery costs in the areas of storefront facades assistance, housing counseling and other services.
 - Commercial Revitalization Program
 - Housing Counseling and Development Program
 - Community Housing Development Organization (CHDO) Program
- Economic and Commercial Revitalization: This District program area meets the HUD priority need of *Economic Development* by providing support for business and job development through financing mechanisms, for property management, acquisition (through condemnation), relocation services, demolition and clearance, environmental remediation and disposition services.
 - Skyland Shopping Center Program
 - Economic and Community Revitalization Program
- Public Facilities and Improvements: This District program is used to make public improvements and renovate public facilities in support of redevelopment. The projects may include, but are not limited to, improvements to or construction of walking trails, parks, playgrounds, flood and drainage systems, and utility lines (park lighting). Funds may also be used to enhance the aesthetics of public properties by providing such things as trees, sculptures, fountains, or works of art. This project may also include investments in public facilities that are either publicly owned (or traditionally provided by the government), or owned by a nonprofit, and operated for use by the general public.
 - Public Facilities & Improvements Program
- Agency Management: This DHCD program area supports the Department’s planning and administration efforts.
 - Agency Management Program



- Program Monitoring and Compliance: This DHCD program area supports all HUD priority needs by ensuring that activities are carried out in compliance with federal and local regulations.
 - Program Monitoring and Compliance Program
 - Portfolio Management Program
- Homeless Support and Prevention: This program area is overseen by DHS but carried out by the Community Partnership for the Prevention of Homelessness. In FY2012 starting with the HUD grant year 2011 funds, the oversight and administration of ESG funds by DHCD was transferred to DHS. Programs and activities support the HUD priority need of *Homeless/HIV/AIDS* through the delivery of Emergency Shelter Grant program funds for any or all of the following: homeless prevention, outreach and support; shelter renovation, rehabilitation and operations; and program administration.
 - Homelessness Prevention and Rapid Re-housing Program
 - Homeless Prevention Program
 - Shelter Operations Program
 - ESG Administrative Costs Program
- Housing for Persons with AIDS Program Management: This Department of Health, HIV/AIDS Administration program area supports the HUD priority need of *Homeless/HIV/AIDS* through the delivery of services eligible under the HOPWA program.
 - Housing Information Services Program
 - Facility Based Housing Program
 - Tenant-Based Rental Assistance Program
 - Short-Term Rent, Mortgage and Utility Payments Program
 - Permanent Housing Placement Program
 - Supportive Services Program
 - Sub-recipient Administrative Expenses Program
 - Project Sponsor Administrative Expenses Program

Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need
Owner-Occupied Housing

Project Title

Homebuyer Assistance (Home Purchase Assistance and Employer Assisted Housing Programs)

Project Description

The Home Purchase Assistance Program (HPAP) provides financial assistance in the form of interest-free loans to qualified District residents to enable them to purchase homes, condominiums or cooperatives units. Qualified households are eligible for loans to meet acquisition and closing cost requirements. Assistance levels are determined by the Department each year based on: (1) prevailing real estate market prices; (2) available budget; (3) levels of household income and size; and (4) each household's mortgage "financing gap"; assistance provided to any individual household is further subject to program-wide per-client caps determined each year. Loans are subordinate to private first trust mortgages. The D.C. Employer-Assisted Housing Program (EAHP) provides special home purchase assistance benefits to District government employees, including loans for down payment and closing costs assistance ; and matching fund grants to use towards the purchase; and credits toward District property and income taxes. Funds are provided to a sub-recipient under contract with the Department to administer the HPAP and EAHP loan program operation for the District. HPAP and EAHP loans are subordinate to first trust mortgage financing.

Objective category ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome category ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location

Community-wide

Objective Number 4.1	Project ID FY2014 HPAP	
HUD Matrix Code 13	CDBG Cit. 570.201(n)	HOME Cit. 92.205(a)(1)
Type of Recipient Individuals & sub- recipients	CDBG National Objective LMH	
Start Date 10/1/2012	Completion Date 9/30/2014	
Performance Indicator Housing units funded	Annual Units TBD	
Local ID 6010	Units Upon Completion TBD	

Funding Sources:

CDBG	0
CDBG Program Income	0
HOME	0
HOPWA	0
Other Federal Funds	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☒ Housing Needs. *Local appropriated funding & repayment of local appropriated funds. (HPAP Repay).



Table 3
Consolidated Plan Listing of Projects

Applicant's Name District of Columbia

Priority Need

Owner-Occupied and Rental Housing

Project Title

Residential Rehabilitation Programs

Project Description

This project includes two program functional units: The Single Family Residential Rehabilitation Program and the Multifamily Lead-Safe Program.

The Single Family Residential Rehabilitation Program provides low-cost financing for the rehabilitation of owner-occupied single-family housing. Eligible home improvements include: (1) items to correct building code violations (items necessary to ensure that the home is decent, safe and sanitary); (2) modifications needed to make the home accessible to residents with mobility impairments (through the Handicapped Accessibility Improvement Program, or HAIP); and grant funding to control lead hazards related to lead-based paint and lead water service lines. The program provides low- or no-interest amortized or deferred loans, or grant funds, depending on the financial circumstances of the borrower and the amount and type of rehabilitation required. Single Family Rehab loans made to senior citizens have the first \$10,000 of assistance routinely deferred. HAIP provides up to \$30,000 in grant funding for improvements for handicapped accessibility. Grant funds are also available for lead-based paint hazard remediation, replacement of lead water service lines, and emergency roof repair.

The Multifamily Lead Safe Program provides grant funds to property owners to render their housing units (both owner-occupied and rental) safe from lead-based paint hazards.

Objective category ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome category ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location

Community-wide

Objective Number 4.3	Project ID FY2014 SFRRP
HUD Matrix Code 14A & 14B	CDBG Citation 570.202
Type of Recipient Individuals	CDBG National Objective LMH
Start Date 10/1/2012	Completion Date 9/30/2014
Performance Indicator Housing Units Assisted	Annual Units TBD
Local ID 6040	Units Upon Completion TBD

Funding Sources:

CDBG	0
CDBG Program Income	0
ESG	0
HOME	0
HOPWA	0
Other Federal Funds	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☒ Housing Needs. *Estimated leverage, public, Housing Production Trust Fund

Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need
Owner-Occupied and Rental Housing

Project Title
Property Acquisition and Disposition

Project Description

The Property Acquisition and Disposition Division (PADD) consolidates the Homestead Housing Preservation Program, the Home Again Program, the Acquisition for Housing Development Opportunities Program (LAHDO) and other property acquisition and disposition functions into one division. The goal of PADD is to stabilize neighborhoods by (1) decreasing the number of vacant and abandoned residential properties in the District, and (2) transforming vacant and/or abandoned deteriorated properties into homeownership opportunities for District of Columbia residents at all income levels. PADD has three main functions that include encouraging property owners to rehabilitate and/or occupy their vacant and abandoned residential property; acquiring vacant, abandoned and deteriorated properties through negotiated friendly sale, eminent domain, donation or tax sale foreclosure when owners are unwilling or unable to maintain their properties; and disposing of properties in the PADD inventory by selling the properties to individuals or developers to be rehabilitated into high quality low- and moderate-income and market-rate for-sale or rental housing units.

Objective category ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome category ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location
Community-wide

Objective Number 4.6	Project ID FY2014 PADD
HUD Matrix Code 01 & 02	CDBG Citation 570.201(a); 570.201(b) HOME Citation, 92.205(a)(1)
Type of Recipient Sub-recipients (for technical assistance)	CDBG National Objective LMC
Start Date 10/1/2012	Completion Date 9/30/2014
Performance Indicator Property Acquired	Annual Units TBD
Local ID 6030	Units Upon Completion TBD

Funding Sources:

CDBG	0
CDBG Program Income	0
ESG	0
HOME	0
HOPWA	0
Other Federal Funds	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☒ Housing Needs
*Represents HOME AGAIN local appropriated dollars.



Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need

Non-Homeless Special Needs

Project Title

Development Finance Division Project Financing, Acquisition for Rehab

Project Description

This portion of the Development Finance Project Financing for FY2014 (HUD 2013) finances sites acquired by for-profit and non-profit applicants to develop housing, including community-based residential facilities, for households with special needs, including the elderly, disabled, and individuals undergoing treatment for substance abuse. DHCD provides assistance for acquisition and acquisition/rehab project activities in the form of deferred or amortized loans to qualified organizations for eligible activities. The specific project activities that will receive funding are selected during our Request for Proposals (RFP) process that DHCD/Development Finance Division conducts to solicit project proposals. Selected projects are funded after completion of underwriting which takes 90 to 120 days following date of selection. A list of projects selected from the FY 2014 RFP will be published in October 2014. When they complete underwriting, many of these projects will be executed and funded during FY2014.

Objective category ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome category ☒ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location

Community-wide

Objective Number 4.3	Project ID FY2014 DFDPF
HUD Matrix Code 14G	CDBG Citation, 570.202 HOME Citation, 92.205(a)(1)
Type of Recipient For-profit and non-profit organizations	CDBG National Objective LMH
Start Date 10/1/2013	Completion Date 9/30/2014
Performance Indicator Housing units acquired	Annual Units TBD
Local ID 2010	Units Upon Completion TBD

Funding Sources:

CDBG	0
ESG	0
HOME	0
HOME Program Income	0
HOPWA	0
Other Federal Funds	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	0
Other Funding – private ±	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☒ Housing Needs * Other public funding includes primarily Housing Production Trust Funds, O-Type and LEAD Program Funds.

± Private funds include bank loans, developer equity and/or bond financing.

Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need

Owner Occupied and Rental Housing / Community Facility

Project Title

Development Finance Division Project Financing, Rental Housing

Project Description

This portion of the Development Finance Project Financing for FY 2014 (HUD2013) provides low-cost project financing for the rehabilitation and new construction of affordable residential property containing five or more units. The specific project activities that will receive funding are selected during our Request for Proposals (RFP) process that DHCD/Development Finance Division conducts to solicit project proposals. Selected projects are funded after completion of underwriting which takes 90 to 120 days following date of selection. A list of projects selected from FY 2014 NOFA will be published in October 2014..

Objective category ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome category ☒ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location

Community-wide

Objective Number	Project ID
3.1	FY2014 DFDPF
HUD Matrix Code	CDBG Citation 570.202
14B	HOME Citation 92.205 (a)
Type of Recipient	CDBG National Objective
For-profit and non-profit organizations	LMH
Start Date	Completion Date
10/1/2014	9/30/2014
Performance Indicator	Annual Units
Housing Units Financed	TBD
Local ID	Units Upon Completion
2010	TBD

Funding Sources:

CDBG	0
CDBG Program Income	0
HOME	0
HOPWA	0
Other Federal Funds	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	0
Other Funding – private ±	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☒ Housing Needs * Other public funding includes primarily Housing Production Trust Funds, O-Type and LEAD Program Funds. ± Private funds include bank loans, developer equity and/or bond financing.



Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need
Economic Development

Project Title
Community Services – Commercial Revitalization

Project Description

The purpose of this activity is to enhance the image and overall economic viability of neighborhood business districts by improving the function and appearance of individual commercial façades. Under the Storefront Façade Development activity, the Department will provide grants, through non-profit partners, to retail and commercial property owners for the enhancement of retail and commercial façades in targeted areas of the District. In addition, the Department will provide technical assistance, support and training to small and retail businesses focusing on neglected commercial corridors in low and moderate income areas. Grantee organizations are also involved in business attraction and retention and larger neighborhood revitalization efforts in their designated areas, including major commercial development project planning and interagency business development coordination.

Objective category ☐ Suitable Living Environment ☐ Decent Housing ☒ Economic Opportunity
Outcome category ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location
Community-wide

Objective Number 9.2	Project ID FY2014 RCS CR
HUD Matrix Code 14E, 14H	CDBG Citation 570.202
Type of Recipient Non-profit organization	CDBG National Objective LMA
Start Date 10/1/2013	Completion Date 9/30/2014
Performance Indicator Businesses assisted	Annual Units TBD
Local ID 3000	Units Upon Completion TBD

Funding Sources:	
CDBG	0
HOME	0
HOPWA	0
Other Federal Funds	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☒ Housing Needs

Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need

Public Services and Owner-Occupied Housing

Project Title

Community Services – Housing Counseling and Development

Project Description

Through nonprofit community-based organizations, DHCD supports a broad range of housing services, including outreach, application intake and general counseling for several of the DHCD's programs. The emphasis in counseling is on homeownership, general home management and foreclosure counseling. The DHCD programs served include HPAP, LSW, First Right to Purchase Program, Homestead and Single Family Residential Rehabilitation program.

Objective category ☐ Suitable Living Environment ☐ Decent Housing ☒ Economic Opportunity
Outcome category ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location

Community-wide

Objective Number 3.3	Project ID FY2014 RCS HC	
HUD Matrix Code 05	CDBG Citation 570.201(e)	HOME Citation, 92.205(a)
Type of Recipient Non-profit	CDBG National Objective LMC	
Start Date 10/1/2012	Completion Date 9/30/2014	
Performance Indicator People/households	Annual Units TBD	
Local ID 3000	Units Upon Completion TBD	

Funding Sources:

CDBG	0
HOME	0
HOPWA	0
Other Federal Funds	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☒ Housing Needs



Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need
Economic Development

Project Title
DMPED - Economic Redevelopment and Revitalization

Project Description

The Economic Redevelopment and Revitalization Project is used to acquire, rehabilitate, construct and to provide services related to the creation of affordable housing, disposition, urban renewal completion, demolition, clearance and redevelopment of District-owned properties in support of planned redevelopment and economic development projects or programs. Specific redevelopment projects on which funds may be expended include, but are not limited to: the redevelopment of The Strand Theater (5131 Nannie Helen Burroughs Avenue, NE), which is an economic development project in a primarily low-moderate income area of Deanwood. Redevelopment of the site is a part of the "Deanwood Strategic Development Plan" and is projected to be an economic catalyst for the underserved neighborhood.

Objective category ☐ Suitable Living Environment ☐ Decent Housing ☒ Economic Opportunity
Outcome category ☐ Availability/Accessibility ☐ Affordability ☒ Sustainability

Location
Community-wide

Objective Number 9.2	Project ID FY2014DMPED
HUD Matrix Code 02, 04, 07, 08, 14B	CDBG Citation 570.201(a) (b) (d) (h) (i); 570.205
Type of Recipient Local Businesses	CDBG National Objective LMA / LMH
Start Date 10/1/2012	Completion Date 9/30/2014
Performance Indicator Properties assisted	Annual Units TBD
Local ID 5030	Units Upon Completion TBD

Funding Sources:

CDBG	0
CDBG Program Income	0
ESG	0
HOME	0
HOPWA	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☒ Housing Needs

Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia

Priority Need

Planning/Administration/Financial Services

Project Title

Agency Management Program

Project Description

Community Development Block Grant (CDBG) funds may be used to pay reasonable program administration costs and carrying charges related to the planning and execution of community development activities assisted in whole or in part with funds provided under the CDBG or HOME programs. Up to 10% of the HOME fund allocation may be used to pay reasonable administrative and planning costs. Program administration costs include staff and related expenditures required for overall program management, coordination, monitoring, reporting, and evaluation. A separate function of program administration is financial services, whereby financial and budgetary information is provided to department program/administrative units in order to ensure the appropriate collection/allocation, utilization and control of city resources. Other activities eligible under this category include:

- Citizen participation costs;
- Fair housing activities;
- Indirect costs charged using an accepted cost allocation plan;
- Development of submissions or applications for Federal programs; and
- Certain costs of administering the HOME program or a federally designated Empowerment Zone or Enterprise Community.

Objective category

☐ Suitable Living Environment

☒ Decent Housing

☐ Economic Opportunity

Outcome category

☐ Availability/Accessibility

☒ Affordability

☐ Sustainability

Location

DHCD – 1800 Martin Luther King, Jr. Avenue, SE, Washington, DC

Objective Number 10.2	Project ID FY2014ADM
HUD Matrix Code 21A	CDBG Citation 570.206 HOME Citation 92.207
Type of Recipient Government	CDBG National Objective N/A
Start Date 10/1/2012	Completion Date 9/30/2014
Performance Indicator Various	Annual Units Various
Local ID 1000	Units Upon Completion Various

Funding Sources:

CDBG	0
HOME	0
HOPWA	0
Other Federal Funds	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☒ Housing Needs



Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need
Planning/Administration

Project Title
Program Monitoring and Compliance / Portfolio Management

Project Description

The purpose of the Program Monitoring and Compliance activity is to provide oversight and monitoring services of DHCD projects to ensure the Department's use of project funds fully complies with HUD and District regulations. This particular activity ensures that federally-funded projects meet environmental requirements. It includes a Quality Assurance activity that provides program review and performance evaluation to DHCD and sub-recipients/contractors so they can operate in full compliance of regulations in the most effective and efficient manner possible. Program Monitoring and Compliance includes a fair housing compliance component to ensure sub-recipients are abiding by local and federal fair housing and accessibility statutes. As well it includes a Section 3 component to ensure projects with a minimum of 100K provide employment opportunities and contracting to Section 3 individuals and businesses, respectively.

The Portfolio Management Division manages the Low Income Housing Tax Credit allocations including compliance requirements and other activities; it will also compile the DHCD expenditures to identify loans and grants created by the expenditures. The unit will complete and maintain an inventory of assets created by the DHCD expenditures from the Housing Production Trust Fund, CDBG funds, HOME funds, and other DHCD funds. The Unit will also be responsible for monitoring the recipients of the loans and grants for compliance with the terms and conditions of the transactions.

Objective category ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome category ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location

DHCD – 1800 Martin Luther King, Jr. Avenue, SE, Washington, DC

Objective Number 10.1	Project ID FY2014 PMC
HUD Matrix Code 21A	CDBG Citation 570.206 HOME Citation 92.207
Type of Recipient Government	CDBG National Objective N/A
Start Date 10/1/2012	Completion Date 9/30/2014
Performance Indicator Site visits / reports	Annual Units TBD
Local ID 7000	Units Upon Completion TBD

Funding Sources:

CDBG	0
ESG	0
HOME	0
Other Federal Funds	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☒ Housing Needs

Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need

Owner-Occupied and Rental Housing

Project Title

Community Housing Development Organizations – Affordable Housing Development

Project Description

In this activity, the Department provides grants to non-profit partners to cover operating activity for affordable housing in selected development projects within distressed areas of the District. In order to be eligible for funding, organizations must have an approved HOME funded project. These projects are funded using HOME/CHDO funds in the form of operating grants.

CHDO operating expenses are those that are reasonable and necessary for the operation of the CHDO. Such costs include salaries, wages and other employee compensation and benefits; employee education, training and travel; rent; utilities; internet access and communication costs; equipment, materials and supplies; and contracted professional services (non-project specific)

Objective category ☐ Suitable Living Environment ☐ Decent Housing ☒ Economic Opportunity
Outcome category ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location

Community-wide

Objective Number	Project ID
4.4	FY2014 CHDO AHD
HUD Matrix Code	HOME Citation
21I	92.208
Type of Recipient	National Objective
Non-profit organization	LMH
Start Date	Completion Date
10/1/2012	9/30/2014
Performance Indicator	Annual Units
Housing units assisted	TBD
Local ID	Units Upon Completion
3000	TBD

Funding Sources:

CDBG	0
ESG	0
HOME	0
HOPWA	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☒ Housing Needs. * Estimate of DFD funding for NBA Projects.



Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need

Owner-Occupied and Rental Housing

Project Title

Community Housing Development Organization (CHDO)

Project Description

The HOME program mandates 15% of the annual allocation to be set-aside for housing development activities undertaken by non-profit housing development organizations which have achieved the necessary requirements to be designated as a Community Housing Development Organization (CHDO). The Development and Finance Division, through a competitive process will solicit CHDO's to make applications for affordable housing development.

In this activity, the Department provides grants to non-profit partners to conduct development activity for affordable housing for selected development projects in distressed areas of the District. These projects are funded using HOME/CHDO funds in the form of loans or grants. All costs are for the construction of affordable housing.

Objective category ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome category ☒ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location

Community-wide

Objective Number 4.5	Project ID FY2014 CHDO
HUD Matrix Code 12	HOME Citation 92.300
Type of Recipient Non-profit organizations	CDBG National Objective LMH
Start Date 10/1/2012	Completion Date 9/30/2014
Performance Indicator Housing units financed	Annual Units N/A
Local ID 3000	Units Upon Completion N/A

Funding Sources:

CDBG	0
ESG	0
HOME	0
HOPWA	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☒ Housing Needs * Other public funding includes Housing Production Trust Fund.

Table 3
Consolidated Plan Listing of Projects

Applicant's Name District of Columbia

Priority Need
The Homeless

Project Title
Emergency Shelter Grant Program – Homeless Prevention

Project Description

The Partnership will make emergency homeless prevention assistance available for approximately 100 families and 75 single adults. The funds will be used in accordance with ESG regulations.

Objective category ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome category ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location

Community-wide. The intake sites for emergency assistance will be the Virginia Williams Family Resource Center, Change, Inc., Catholic Charities Family Centers, All Faith Consortium, Bread for the City, the Near NE Community Improvement Corporation, Community Family Life Services, United Planning Organization, Plymouth Congregational Church, Refuge of Hope, Capitol Hill Group Ministries, Salvation Army, Capitol Hill Group Ministries, Emmaus Services for the Aging, Greater Washington Urban League, Mother's Dear's Community Center, My Sister's Place

Objective Number 1.1	Project ID FY2014 ESG HP
HUD Matrix Code 05Q	ESG Citation 576.21(a)(4)
Type of Recipient Families & individuals, through nonprofits.	CDBG National Objective LMC
Start Date 10/1/2012	Completion Date 9/30/2014
Performance Indicator People Assisted	Annual Units: 175
Local ID 4000	Units Upon Completion 175

Funding Sources:

CDBG	0
ESG	\$400,000
HOME	0
HOPWA	0
Total Formula	\$400,000
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	\$400,000

The primary purpose of the project is to help: ☒ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs



Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need
The Homeless

Project Title
Emergency Shelter Grant Program – Rapid Rehousing

Project Description

ESG funds will be used to pay security deposits, first month's rent and short term rental subsidies in accordance with HUD and ESG guidelines.

Objective category ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome category ☒ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location
1448 Park Road NW, Washington, DC 20010

Objective Number 1.2	Project ID FY2014 ESG - ESSO
HUD Matrix Code 03T	ESG Citation 576.21(a)(3)
Type of Recipient Homeless families	CDBG National Objective LMC
Start Date 10/1/2012	Completion Date 9/30/2014
Performance Indicator Families sheltered	Annual Units 30
Local ID 4000	Units Upon Completion 30

Funding Sources:

CDBG	0
ESG	\$1,364,021
HOME	0
HOPWA	0
Total Formula	\$1,364,021
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	\$1,364,021

The primary purpose of the project is to help: ☒ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need
The Homeless

Project Title
Emergency Shelter Grant Program – Administrative Costs

Project Description

ESG funds will be used towards the costs of Partnership staff involved in carrying out ESG-eligible administrative activities, to include program and fiscal monitoring of the ESG-funded activities. Administrative funds may also be passed to fund the administrative functions of the Family Support Collaborative and the Virginia Williams Family Resource Center.

Objective category ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome category ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location
801 Pennsylvania Avenue, SE, #360, Washington, DC 20003

Objective Number	Project ID
1.0	FY2014 ESG - SO
HUD Matrix Code	ESG Citation
21A	576.21(a)(5)
Type of Recipient	CDBG National Objective
Nonprofit	N/A
Start Date	Completion Date
10/1/2012	9/30/2014
Performance Indicator	Annual Units
N/A	N/A
Local ID	Units Upon Completion
4000	N/A

Funding Sources:

CDBG	0
ESG	\$97,499
HOME	0
HOPWA	0
Total Formula	\$97,499
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	\$97,499

The primary purpose of the project is to help: ☒ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs



Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need

Homeless Persons and Families with HIV/AIDS

Project Title

Housing Opportunity for Persons With AIDS - Housing Information Services

Project Description

Housing Information Services will provide referrals, educational support and linkages for persons and families with HIV/AIDS who are homeless or at-risk of homelessness. Housing Information Services will ensure that clients who need housing and housing support services receive information about landlords with available housing units, educational materials to support access and maintenance of affordable housing, enrollment screening for HOPWA programs, and linkages to housing opportunities available through other federal, state, and local programs.

Objective category ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome category ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location

Services will be available to all residents of the District of Columbia through a Single Point of Entry program and for all residents of the Northern Virginia jurisdiction through Northern Virginia Regional

Objective Number	Project ID
2.1	FY 2014HOPWA HIS
HUD Matrix Code	HOPWA Citation
31	574.300(b)(1)
Type of Recipient	CDBG National Objective
Non-profit organization	N/A
Start Date	Completion Date
10/1/2012	9/30/2014
Performance Indicator	People Served
Persons counseled	TBD
Local ID	Served Upon Completion
3000	TBD

Funding Sources:

CDBG	0
ESG	0
HOME	0
HOPWA	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☒ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need

Homeless Persons and Families with HIV/AIDS

Project Title

Housing Opportunity for Persons With AIDS - Facility Based Housing

Project Description

Facility Based Housing will provide short-term, emergency and transitional housing to homeless and transitionally housed residents. Emergency housing will last no more than 60 day. Clients in transitional housing may remain for no more than 24 months. Residents of these programs will be given access to the supportive services necessary to find more permanent housing solutions.

Objective category ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome category ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location

Services will be available to all residents of the District of Columbia and at one location in the Northern Virginia jurisdiction (Fairfax County).

Objective Number 2.2	Project ID FY 2014 HOPWA FBH
HUD Matrix Code 31	HOPWA Citation 574.300(b)(5)
Type of Recipient Non-profit and for-profit organizations	CDBG National Objective N/A
Start Date 10/1/2012	Completion Date 9/30/2014
Performance Indicator Persons housed	Annual Units TBD
Local ID 3000	Units Upon Completion TBD

Funding Sources:

CDBG	0
ESG	0
HOME	0
HOPWA	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☒ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs



Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need

Homeless Persons and Families with HIV/AIDS

Project Title

Housing Opportunity for Persons With AIDS - Tenant Based Rental Assistance

Project Description

The Tenant Based Rental Assistance (TBRA) program is a voucher based program that provides rental subsidy payments to low-income, persons living with HIV/AIDS. Clients are required to pay approximately 30% of their income towards rent and the TBRA subsidy pays the remainder of the rent cost of the lease along with associated utility costs. Clients who cannot maintain independent living or who have difficulty meeting the requirements of the program are linked with supportive services. Each jurisdiction has built capacity to assist clients with finding affordable housing units that accept the TBRA voucher.

Objective category ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome category ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location

This program is available to residents in all of the jurisdictions in the EMSA. TBRA entry is centralized in Maryland and the District of Columbia through the Single Point of Entry program. In West Virginia, the program is administered in conjunction by the supportive services provider. In Northern Virginia, the Northern Virginia Regional Commission coordinates enrollment and payment services through several different project sponsors

Objective Number 2.2	Project ID FY2014 HOPWA TBRA
HUD Matrix Code 31	HOPWA Citation 574.300(b)(5)
Type of Recipient Individuals	CDBG National Objective N/A
Start Date 10/1/2012	Completion Date 9/30/2014
Performance Indicator Vouchers generated	Annual Units TBD
Local ID 3000	Units Upon Completion TBD

Funding Sources:

CDBG	0
ESG	0
HOME	0
HOPWA	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☒ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need

Homeless Persons and Families with HIV/AIDS

Project Title

Housing Opportunity for Persons With AIDS - Short Term Rent, Mortgage, and Utility (STRMU) Assistance

Project Description

The STRMU assistance program provides short-term financial assistance to low-income, HIV positive persons at risk for homelessness. The program pays past due rental, utility and/or mortgage costs for clients who can demonstrate eligibility, a housing plan to assure long-term stability, and a need for assistance. No applicant may receive more than 21-weeks of assistance during any 52-week period. This program is available to residents in all of the jurisdictions within the EMSA. All applications are submitted through a supportive services provider.

Objective category

☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity

Outcome category

☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location

This program is available to residents in all of the jurisdictions in the EMSA. STRMU entry is centralized in Maryland and the District of Columbia through the Single Point of Entry program. In West Virginia, the program is administered in by the supportive services provider. In Northern Virginia, the Northern Virginia Regional Commission coordinates enrollment and payment services through several different project sponsors

Objective Number 2.2	Project ID FY2014 HOPWA - STRMU
HUD Matrix Code 31	HOPWA Citation 574.300(b)(7)
Type of Recipient Individuals	CDBG National Objective N/A
Start Date 10/1/2012	Completion Date 9/30/2014
Performance Indicator Persons served	Annual Units TBD
Local ID 3000	Units Upon Completion TBD

Funding Sources:

CDBG	0
ESG	0
HOME	0
HOPWA	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☒ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs



Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need

Homeless Persons and Families with HIV/AIDS

Project Title

Housing Opportunity for Persons With AIDS - Permanent Housing Placement

Project Description

Permanent Housing Placement dollars are used to assist low-income, HIV positive residents with security deposits. This program is essential in helping residents move from transitional or emergency housing into longer-term housing placement. In the District of Columbia and in West Virginia, this program is used in conjunction with the TBRA program. In Virginia this program is used to assist all eligible residents who can demonstrate need.

Objective category

☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity

Outcome category

☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location

Services will be available to all residents of the District of Columbia and across the Northern Virginia jurisdiction.

Objective Number 2.3	Project ID FY2014 HOPWA PHP
HUD Matrix Code 31	HOPWA Citation 574.300(b)(7)
Type of Recipient Individuals	CDBG National Objective N/A
Start Date 10/1/2012	Completion Date 9/30/2014
Performance Indicator Persons served	Annual Units TBD
Local ID 3000	Units Upon Completion TBD

Funding Sources:

CDBG	0
ESG	0
HOME	0
HOPWA	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☒ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3
Consolidated Plan Listing of Projects

Applicant's Name District of Columbia

Priority Need

Homeless Persons and Families with HIV/AIDS

Project Title

Housing Opportunity for Persons With AIDS - Supportive Services

Project Description

Support Services dollars focus on those populations most at-risk for homelessness such as those in emergency or transitional facility based housing. Additional supportive services are leveraged through existing resources. Sub-recipients in each jurisdiction determine the appropriate mix of supportive services essential for clients to access and maintain housing. Services include case management, legal counseling, and transportation. Supportive Services dollars in Virginia, Maryland, and the District of Columbia are additionally used to assist clients on wait lists for TBRA and STRMU with finding other options for housing support.

Objective category

☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity

Outcome category

☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location

Services are available to all residents in Northern Virginia, the District of Columbia, and West Virginia. In Maryland, supportive services dollars are used in Prince George's and Charles Counties.

Objective Number 2.3	Project ID FY2014 HOPWA SS
HUD Matrix Code 31	HOPWA Citation 574.300(b)(7)
Type of Recipient Individuals	CDBG National Objective N/A
Start Date 10/1/2012	Completion Date 9/30/2014
Performance Indicator Persons served	Annual Units TBD
Local ID 3000	Units Upon Completion TBD

Funding Sources:

CDBG	0
ESG	0
HOME	0
HOPWA	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☒ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs



Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need

Homeless Persons and Families with HIV/AIDS

Project Title

Housing Opportunity for Persons With AIDS - Sub-Recipient Administrative Expenses

Project Description

The sub-recipient administrative expenses are distributed to administrative agents in each jurisdiction and to the Grantee to ensure that HOPWA dollars meet the needs of each local community and are coordinated with programs funded with other federal, state, and local dollars. Each sub-recipient receives 3% of their overall award to be spent for costs associated with general management, monitoring and oversight, coordination, technical assistance for project sponsors, strategic programmatic planning and reporting.

Objective category ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
Outcome category ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

Location

The Northern Virginia Regional Commission for services in Virginia, the AIDS Network of the Tri-state Area in West Virginia, the Prince George's County Housing Authority in Maryland, and the HIV/AIDS, Hepatitis, STD & TB Administration in the District of Columbia.

Objective Number 2.0	Project ID FY2014 HOPWA SAE
HUD Matrix Code 31D	HOPWA Citation 574.300(b)(10)
Type of Recipient Sub-recipient	CDBG National Objective N/A
Start Date 10/1/2012	Completion Date 9/30/2014
Performance Indicator N/A	Annual Units TBD
Local ID 3000	Units Upon Completion TBD

Funding Sources:

CDBG	0
ESG	0
HOME	0
HOPWA	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☒ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need

Homeless Persons and Families with HIV/AIDS

Project Title

Housing Opportunity for Persons With AIDS - Project Sponsor Administrative Expenses

Project Description

The project sponsor administrative expenses are distributed to project sponsors in each to assist programs responsible for direct client services with the administrative costs associated with operating a program. Each project sponsor receives 7% of their overall award to be spent for costs associated with general management, executive oversight, coordination, strategic programmatic planning and reporting.

Objective category

☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity

Outcome category

☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

Location

Project sponsor administrative dollars are distributed to each project sponsor in all jurisdictions within the EMSA

Objective Number 2.0	Project ID FY2014 HOPWA PSAE
HUD Matrix Code 31D	HOPWA Citation 574.300(b)(10)
Type of Recipient Sub-recipient	CDBG National Objective N/A
Start Date 10/1/2012	Completion Date 9/30/2014
Performance Indicator N/A	Annual Units TBD
Local ID 3000	Units Upon Completion TBD

Funding Sources:

CDBG	0
ESG	0
HOME	0
HOPWA	0
Total Formula	0
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	TBD

The primary purpose of the project is to help: ☐ the Homeless ☒ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs



Chapter Nine: Certifications

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:



- (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (c) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official

Date

Director, DHCD
Title



Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. **Overall Benefit.** The aggregate use of CDBG funds including Section 108 guaranteed loans during program year(s), (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:



1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-Discrimination Laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.

Signature/Authorized Official

Date

Director, DHCD

Title

OPTIONAL CERTIFICATION
CDBG

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Signature/Authorized Official

Date

Director, DHCD

Title



Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

Signature/Authorized Official

Date

Director, DHCD
Title



Specific ESG Certifications

The Emergency Shelter Grantee certifies that:

Major Rehabilitation/Conversion -- It will maintain any building for which assistance is used under the ESG program as a shelter for homeless individuals and families for at least 10 years. If the jurisdiction plans to use funds for rehabilitation (other than major rehabilitation or conversion), the applicant will maintain any building for which assistance is used under the ESG program as a shelter for homeless individuals and families for at least 3 years.

Essential Services and Operating Costs -- Where assistance involves essential services or maintenance, operation, insurance, utilities and furnishings, it will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure as long as the same general population is served.

Renovation -- Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services -- It will assist homeless individuals in obtaining appropriate supportive services, including permanent housing, medical and mental health treatment, counseling, supervision, and other services essential for achieving independent living, and other Federal State, local, and private assistance.

Matching Funds -- It will obtain matching amounts required under 24 CFR 576.51.

Confidentiality -- It will develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement -- To the maximum extent practicable, it will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, operating facilities, and providing services assisted through this program.

Consolidated Plan -- It is following a current HUD-approved Consolidated Plan or CHAS.

Discharge Policy ---- It has established a policy for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons.

HMIS -- It will comply with HUD's standards for participation in a local Homeless Management Information System and the collection and reporting of client-level information.

Signature/Authorized Official

Date

Title



Specific HOPWA Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature/Authorized Official

Date

Title



Appendix A: DHCD Program Descriptions

The Department of Housing and Community Development operates through the following nine programs:

Development Finance Division (DFD) - provides funding for the development of rental, homeownership and community facility developments that serve District of Columbia neighborhoods. As both the creation and preservation of affordable housing units are important to DHCD, DFD plays a prominent role in helping the Department achieve its annual multifamily housing production goals.

This division has three activities:

- **Affordable Housing Project Financing** - provides funding through a competitive Request for Proposal (RFP) funding process that targets communities and types of development needed to revitalize neighborhoods. This activity also provides development financing and regulatory oversight to non-profit and for-profit developers so that they can develop properties as affordable ownership and rental units. This activity includes the preparation of Notice of Funding Availability and RFP documents, management of the application and selection process, project management meetings, construction overviews, underwriting, architectural reviews, monitoring reports, funding request presentations, loan closings, and project monitoring services;
- **Community Facilities Project Financing** - provides funding through a competitive Request for Proposal (RFP) funding process for development financing and regulatory oversight to nonprofit and for-profit developers so that they can develop properties as neighborhood community/commercial facilities. This activity includes the preparation of Notice of Funding Availability and RFP documents, management of the application and selection process, project management meetings, construction overviews, underwriting, architectural reviews, monitoring reports, funding request presentations, loan closings, and project monitoring services; and
- **Tenant Opportunity to Purchase Assistance** - provides organizational and development assistance to tenant organizations expressing interest in purchasing their buildings after receiving a Right-of-First Refusal notice; education and below-market management services to tenant organizations that have purchased their buildings; and financial assistance in the form of seed money, earnest money deposits, and acquisition loans to low-to-moderate income tenant organizations wishing to purchase their buildings after receiving the Right-of-First Refusal notice. Additional services provided in the TAP program include housing counseling services, contract management, and monitoring.

Residential and Community Services Division (RCSD) - provides funding for programs focused on household level housing needs and neighborhood revitalization. RCSD works through neighborhood-based organizations providing comprehensive housing counseling, small business technical assistance and façade improvement opportunities. RCSD administers the District's Home Purchase Assistance Program and Employee Assisted Housing Programs which provide financial assistance for low- to- moderate-income households and District Government employees for the purpose of first-time home purchase. The Division also provides rehabilitation resources, including grants for lead hazard remediation to eligible units and loans as well as grants to income-qualified owner-occupant DC residencies in order to preserve homeownership in the District.

This division has six activities:

- **Community Services - Housing Counseling and Development** - provides funding for counseling services to tenants, potential homeowners, and current homeowners in support of various DHCD



programs and also provides funding to support development of HOME funded affordable housing projects;

- **Community Services - Commercial Revitalization** - provides grants to neighborhood-based organizations for technical assistance to small businesses and storefront façade improvements in commercial corridors;
- **Residential Services - Home Purchase Assistance Program (HPAP)** - provides down payment and closing cost assistance to low and moderate income District residents so that they can become first-time homebuyers in the District of Columbia;
- **Residential Services - Employer Assisted Housing Program (EAHP)** - provides down payment and closing cost assistance to qualified District of Columbia government employees;
- **Residential Services - Lead Safe Washington** - provides funding to reduce lead-based paint hazards in eligible single- and multi-family dwellings; and
- **Residential Services - Single Family Rehabilitation** - helps households finance up to \$75,000 in loans for home repairs that will address DC housing code violations, such as repairing walls and floors, replacing windows, and repairing plumbing, electrical, and heating systems.

Property Acquisition and Disposition Division (PADD) - stabilizes neighborhoods by decreasing the number of vacant and abandoned residential properties in the District, and transforming vacant and/or abandoned residential properties into homeownership or economic development opportunities for District of Columbia residents at all income levels. PADD has three main functions: (1) encourage property owners to rehabilitate and/or occupy their vacant and abandoned residential property; (2) acquire vacant, abandoned and deteriorated properties through negotiated friendly sale, eminent domain, donation, or tax sale foreclosure and (3) dispose of properties in the PADD inventory by selling the properties to individuals or developers to be rehabilitated into high quality affordable or market-rate single-family and/or multifamily for-sale housing in District neighborhoods.

This division has three activities:

- **Property Acquisition** - acquires vacant, abandoned and deteriorated properties through negotiated friendly sale, eminent domain, donation, or tax sale foreclosure when owners are unwilling or unable to maintain their properties;
- **Property Disposition** - disposes of properties in the PADD inventory by selling these properties to individuals or developers to be rehabilitated into high quality affordable or market-rate single-family and/or multifamily for-sale housing in District neighborhoods; and
- **Property Management** - provides funding for the maintenance of properties in PADD's inventory until they can be disposed of to create affordable housing units.

Portfolio and Asset Management Division (PAMD) - provides portfolio management and oversight to outstanding loans to DHCD and manages the allocation of Low Income Housing Tax Credits (LIHTC). Established in FY 2008, the division monitors the status of existing loans to ensure compliance with loan covenants and collections of loans that are due and conducts the reviews of the risks and relationships of potential borrowers to protect the Department's assets.



This division has two activities:

- **Portfolio and Asset Management** - monitors the status and ensures the performance of all loans in the Department's portfolio; and
- **Tax Credit Allocation** - manages the allocation of the District's share of Low Income Housing Tax Credits (LIHTC) issued by the US Treasury Department in accordance to the Internal Revenue Code, Section 42, and the District's Qualified Allocation Plan (QAP).

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

This division has three activities:

- **Contract Compliance** - provides oversight and monitoring services of DHCD projects to ensure the Department's use of project funds fully complies with HUD and District regulations;
- **Quality Assurance** - provides program review and performance evaluation to DHCD and contractors so that they can operate in full compliance with regulations in the most effective and efficient manner possible; and
- **Homelessness Prevention Compliance** - monitors programs aimed at preventing individuals and families from becoming homeless to ensure compliance with federal rules and regulations.

Housing Regulation Administration (HRA) - administers rental housing regulations relating to conversion of use to condominium and cooperative ownership, rent adjustment procedures, licensing and other related matters. It is composed of two divisions, the Rental Accommodation Division (RAD) and the Rental Conversion and Sales Division (CASD), and manages the DHCD Housing Resource Center (HRC). Further, HRA administers the new Inclusionary Zoning program and monitors and enforces many of the District's affordable dwelling unit (ADU) restrictions and regulations.

HRA has three activities:

1. **Rental Conversion and Sales Division (CASD)** - administers the Rental Housing Conversion and Sale Act of 1980, as amended, and the Condominium Act of 1976, as amended, regulating the conversion of property use to condominium and cooperative ownership, overseeing the tenant opportunity to purchase rental housing, administering the housing assistance payment program to assist displaced low income tenants, registering residential condominium and cooperative projects, and administering the structural defect warranty claim program;
2. **Rental Accommodations Division (RAD)** - administers the Rental Housing Act of 1985, including registering and licensing rental housing, administering rent adjustments procedures, processing landlord and tenant petitions, providing conciliation services and acting as a repository for notices to vacate and all rental property records; and



3. **Housing Resource Center (HRC)** - provides rental housing services to landlords and tenants as well as information to the public on all of the Department's services for first-time homebuyers, developers of affordable housing projects, and low-income homeowners. The Housing Resource Center also includes the office of the Housing Provider Ombudsman, access to the Affordable Housing Locator, and an office of University Legal Services for on-site housing counseling. The Housing Resource Center also administers the Inclusionary Zoning and Affordable Dwelling Unit Programs.

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

RHC has one activity:

1. **Rental Housing Commission (RHC)** - hears appeals of rental housing decisions, is supported by HRA and DHCD, and is an independent body.

The **Agency Management** program provides operational support and the required tools to achieve operational and programmatic results. This program is standard for all Performance-Based Budgeting agencies. More information about the Agency Management program can be found in the Strategic Budgeting chapter.

The purpose of the **Agency Financial Operations** program is to provide comprehensive and efficient financial management services to and on behalf of District agencies so that the financial integrity of the District of Columbia is maintained.



Appendix B: Income Levels

DISTRICT OF COLUMBIA FY 2014 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 C: Federal Certifications

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check ☐ if there are workplaces on file that are not identified here.

The certification with regard to the drug-free workplace is required by 24 CFR part 24, subpart F.



Appendix C: Federal Certifications

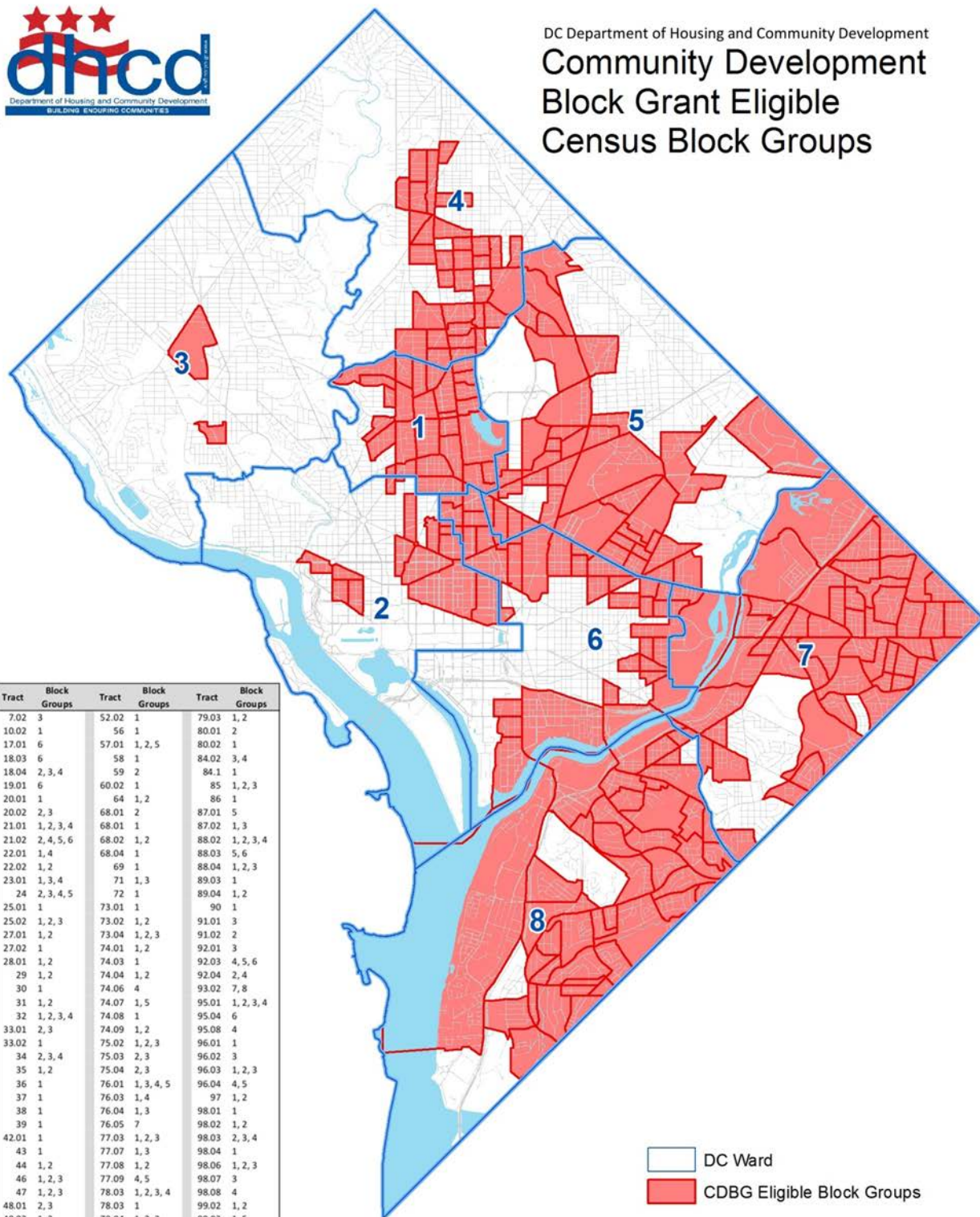
7. Definitions of terms in the Non-procurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:
8. "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);
9. "Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;
10. "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;
11. "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of sub-recipients or subcontractors in covered workplaces).



Appendix D: DHCD Target Areas



DC Department of Housing and Community Development
Community Development
Block Grant Eligible
Census Block Groups



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		



Appendix E: Citizen Participation Plan



District of Columbia

Department of Housing and Community Development

Draft Citizen Participation Plan

For

The District of Columbia FY 14 Consolidated Plan for HUD Federal Entitlement Grants, Plan Amendments and Performance Reports

August 2013

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

Victor Hoskins
Deputy Mayor for Planning and Economic Development

Michael C. Kelly, Director
Department of Housing and Community Development
1800 Martin Luther King Jr., Avenue, SE
Washington, DC 20020
(202) 442-7200



Background

The Community Development Block Grant program is authorized under Title I of the Housing and Community Development Act of 1974. The primary objective of this Act is the development of viable urban communities. The District of Columbia has been a participant in the federal Community Development Block Grant (CDBG) program since its inception. A Citizen Participation Plan is part of the Consolidated Planning requirements contained in 24 CFR 91.

In 1994, federal regulations were revised to require the consolidated submission of plans and applications for three other programs in addition to the CDBG plan and application. The following four entitlement grant programs of the U.S. Department of Housing and Urban Development (HUD) were consolidated into a single planning and application process:

- Community Development Block Grant Program (CDBG)
- HOME Investment Partnerships Program (HOME)
- Emergency Shelter Grants Program (ESG)
- Housing Opportunities for Persons with AIDS Program (HOPWA)

The Citizen Participation Plan Requirement

The associated revised regulations stipulate that participating jurisdictions must develop and implement Citizen Participation Plans that specify how citizens can provide input to the planning and implementation process.

This document constitutes the Citizen Participation Plan for the District of Columbia's Consolidated Plan. It was prepared by the Department of Housing and Community Development (DHCD), the District's grantee agency for administration of the Consolidated Plan.

DHCD's Citizen Participation Plan (CPP) describes how citizens will participate in three programmatic areas:

1. Development of the Consolidated Plan,
2. Substantial amendments made to the Consolidated Plan, and
3. Development of the annual performance report.

The plan is designed to especially encourage participation by low- and moderate-income persons, minority and non-English speaking persons, residents of public and assisted housing developments, and, in particular, persons living in areas where the federal grant funds are proposed to be used. In addition, the CPP requires DHCD to minimize displacement and inform citizens of available assistance with relocation for all federally-funded projects. DHCD includes relocation requirements compliant with the Uniform Relocation Act (URA) in its guidelines to prospective developers during the development funding process. These guidelines are also available to the public and other government agencies. Participating jurisdictions are required to follow their Citizen Participation Plans after adoption.

Plan Development Process:

The District's Consolidated Plan process begins with DHCD's preparation of the Citizen Participation Plan (CPP) which describes the Plan Development Process. The CPP informs the public about processes and



procedures for public access and influence on the Consolidated Plan and Annual Action Plans, and the proposed scheduling for development and submission of the plan. Copies of the CPP are made available at least 2 weeks prior to the first public hearing at public libraries, all Advisory Neighborhood Commission offices, selected community based organization offices, at DHCD's office and on DHCD's website: <http://dhcd.dc.gov>. The CPP is also made available during the review of the Consolidated Plan.

The CPP includes a vigorous effort to notify the District of Columbia Housing Authority and other government agencies as well as the affected public about the Plan Development Process and to provide ample opportunity for citizen input at all stages. In the course of developing the Consolidated Plan, there are *at least* three public hearings held and there are two 30-day, open comment periods during the drafting stages before the document is finalized and submitted to HUD. The Consolidated Plan development process consists of the following steps:

- Preparing and issuing the Citizen Participation Plan with Notice of the "Needs Assessment" Public Hearings,
- Conducting a series of "Needs Assessment" Public Hearings early in the fiscal year to develop public priorities and receive feedback on prior year performance,
- Preparing and issuing a draft proposed Five-Year Plan (if a new 5-Year Plan must be developed), or a draft proposed Action Plan for the current fiscal year,
- Conducting (at a different point in the program year) a "Budget" Public Hearing on the draft proposed Consolidated Plan and its proposed budget,
- Submitting the final proposed Consolidated Plan to the Mayor for approval,
- Finalizing the Consolidated Annual Action Plan, and
- Submitting the Consolidated Annual Action Plan to HUD prior to the August 15th annual deadline.

PLAN DEVELOPMENT SCHEDULE*

EVENT	DATE
Issuance of Citizen Participation Plan with Notice of "Needs" Hearings	October
DHCD Public Hearings on "Housing and Community Development Needs in the District of Columbia"	November
Publication of proposed Action Plan	February
DHCD Public Hearing on proposed Action Plan & Budget	March
DHCD finalization of Action Plan	May-June
DHCD Submits final Proposed Plan to the Mayor for Approval	June-July
Submission of Action Plan application to HUD	Mid-August
Grant funds become available for start of <i>new</i> Fiscal Year.	October 1

*Specific dates and locations are provided in published Notices, through direct mailings, in publicly-accessible locations and on the DHCD web-site.



Public Access and Accommodation

DHCD facilitates broad-based participation in its planning process by providing:

- No less than two-week advance publication of a Notice of Public Hearings,
- No less than 30 days to review the draft documents,
- Two-week periods following hearings for the submission of additional comments,
- Direct mailings of Notices to a wide range of interested groups,
- Easy access to draft documents (hard copies and on-line) and hearing transcripts,
- Accommodation of special needs participation through sign-language interpreters and interpreters for Spanish-speaking constituents, and
- Holding hearings at convenient times and in barrier-free facilities that are easily accessible by public transportation.

The Director and senior DHCD staff members are present at public hearings to take the direct testimony, answer questions on the District's housing and community development needs, and receive comments on DHCD's program performance for prior periods as well as for the current year. The submission of written testimony for the record is encouraged, and Public Hearing records are kept open for at least 2 weeks after the hearing for the receipt of post-hearing written testimony. A court reporter provides written transcripts within 2 weeks of the date of the Public Hearing, and a record of the Public Hearing, including the written transcript, is made available for public viewing at DHCD. When preparing the final Consolidated Plan, DHCD will include a summary of the comments and views received from citizens orally and in writing at the Public Hearing, as well as a response to any comments not accepted.

Moreover, DHCD will provide citizens, public agencies and other interested parties with reasonable and timely access to information and records relating to the District's Consolidated Plan and its use of assistance under the programs covered under the Consolidated Plan during the preceding five years. Requests may be made to the DHCD Public Information Specialist at (202) 442-7200.

Hearing Notification

DHCD promotes attendance at the hearings, particularly for low- and moderate-income citizens and citizen groups located in blighted areas of the city in which DHCD entitlement grant program funds are directed. The Public Hearings are announced through the publication of a Public Hearing Notice, containing the date, time, location, and subject matter of the Public Hearing.

Advertisement of the Public Notice is placed at least 2 weeks prior to the hearings in the D.C. Register, and in various media outlets that reach different population and interest groups. These media outlets include *a daily newspaper in general circulation (such as The Washington Post or Washington Times) and other publications that reach different language groups, neighborhoods, minority populations and other special interest populations. (Examples of such publications would include: the Afro-American, El Tiempo and The Blade.)* No fewer than 500 copies of the Public Hearing Notices are distributed by direct mail to various constituent groups and individuals, including all Advisory Neighborhood Commissions, public housing resident councils, civic associations, nonprofit developers, organizations supporting special needs populations, church groups, and community based organizations. Additionally, DHCD has contractual relationships with specific community based organizations (CBOs) that have a responsibility to distribute information regarding DHCD's entitlement grant programs and to review the information with citizens.



“Needs Assessment” Public Hearing

In the first quarter of each fiscal year, DHCD conducts a series of public hearings on “Housing and Community Development Needs in the District of Columbia.” Testimony is solicited from the public on a variety of issues, including community development, commercial revitalization, job creation through DHCD-funded projects, home ownership, housing rehabilitation, housing production, fair housing, lead paint hazards, and displacement issues resulting from DHCD development activities. Citizens are also invited to express their views on DHCD’s administration of the Consolidated Plan entitlement grant programs and its performance in achieving the Consolidated Plan’s goals and objectives as stated in the annual performance report, the *Consolidated Annual Performance and Evaluation Report (CAPER)*.

Draft Proposed Consolidated Plan

After conducting the “Needs Assessment” hearings, DHCD prepares a draft Consolidated Plan for the upcoming Fiscal Year.

The draft Consolidated Plan includes estimated federal entitlement grant amounts, community development objectives, projected budgets and performance measures for implementing programs, a description of the processes DHCD utilizes to receive proposals for funding, certification of the District’s plan to minimize displacement and assist in relocation in compliance with the federal and local regulations, and descriptions of other proposed District housing and/or community development activities. DHCD also includes estimates of appropriated, local funds, and the Housing Production Trust Fund (HPTF) in its draft document to provide the public with a complete picture of its potential sources and uses of funds. In preparing the draft Consolidated Plan, DHCD considers all statements, testimony, and proposals regarding expenditure of federal entitlement grant funds that have been provided up to that point in the development process. A summary of the comments from the public at the Needs Hearings are included in the Draft Consolidated Plan along with a discussion of any comments not incorporated into the Plan. The public is given 30 days to provide written comments on the Plan to DHCD.

“Budget” Public Hearing

DHCD conducts a “Budget” Public Hearing on the proposed Consolidated Plan when the District’s budget process has clarified local funding, usually in the months of March-April of a given fiscal year. Copies of the draft proposed Consolidated Plan are made available no less than two weeks prior to the “Budget” Public Hearing in accordance with the Notification and outreach processes outlined previously in this CPP. At the “Budget” Public Hearing, citizens are given the opportunity to present oral and written testimony on the programmatic and budgetary provisions of the published draft proposed Consolidated Plan. Senior DHCD staff responds to comments and make referrals as needed. There is a court reporter present and a transcript of the proceedings is prepared and made available at DHCD. All public and special needs’ access provisions cited for the “Needs Assessment” hearing apply equally to the “Budget” Public Hearing. The submission of written testimony for the record is encouraged, and the Public Hearing record is kept open for at least 2 weeks after the hearing for the receipt of post-hearing written testimony. The total comment period on the draft proposed Consolidated Plan at this phase is no less than 30 days.



Submitting the Consolidated Plan to HUD

After approval of the proposed Consolidated Plan by the Mayor the Department submits the Plan to the Department of Housing and Urban Development's (HUD) Washington Field Office by the August 15th deadline. Copies of the approved plan are distributed to stakeholders.

Technical Assistance

The Department makes federal and local funds available for new and rehabilitated housing proposals and community-development projects and services through a public Notice of Funding (NOFA). DHCD's Development Finance Division (DFD) issues a Request for Proposals (RFP) for development proposals serving low-moderate-income residents, and the Residential and Community Services Division (RCS) issues a Request for Applications (RFA) for neighborhood-based services. Both Divisions can provide technical assistance to organizations that request it.

Prior to releasing the RFP/RFA, DHCD conducts three educational seminars that lay the foundation for doing business with DHCD, instruct organizations on building capacity to ensure a more successful project, and how to create and submit a successful proposal. These seminars also give organizations the opportunity to ask questions and obtain assistance in preparing RFP/RFA project submissions. In addition, DFD maintains an RFP telephone hotline and an RFP e-mail address to allow organizations to continue to ask questions and receive assistance on an ongoing basis throughout the RFP process. The RFP requires that development proposals for existing and occupied buildings minimize displacement and provide a strategy and funding to meet temporary or permanent relocation needs in compliance with the types and levels of assistance in the URA (for federally-funded projects) or in Title 10 of the DC Code (for HPTF-funded projects). RCS keeps a record of all those who receive the RFA throughout the application cycle, in order that any amendments to the application process can be quickly communicated to all potential applicants. DHCD also supports direct technical assistance for low-and-moderate-income residents and groups through neighborhood-based housing counseling agencies and community development organizations. The purpose of the assistance is to make DHCD programs and funds accessible to low-moderate-income residents.

These services include:

- Assisting renters to understand their options under the "first right to purchase" program when a building is being sold so they can access seed loans and rehabilitation loans to exercise their rights to purchase their units;
- Providing program intake and technical assistance for applicants for first-time home owner loans, including assistance to organize financial and other required program documentation;
- Assisting tenants in expiring Section 8 properties to understand their rights and to offer relocation assistance as needed,
- Assisting new home owners to remain owners by assistance in home management, budgeting, credit, and mortgage payments, and
- Assisting small, neighborhood-serving businesses with technical assistance in areas such as: business start-up, maintaining an existing business, or improving the business and its environment.



Substantial Amendments to the Consolidated Plan

The federal Consolidated Plan regulations require the inclusion of specific criteria in the Citizen Participation Plan for determining what constitutes a change in programmatic activity significant enough to be classified as a “Substantial Amendment” to the Consolidated Plan. A change in federal rules or regulations that mandates an alteration in current programmatic operations would not be considered a substantive amendment, but rather a conforming regulatory requirement. Changes deemed “Substantial Amendments” must be subjected to citizen review and comment before implementation.

The following criteria are used to determine whether a programmatic change constitutes a Substantial Amendment to the Consolidated Plan:

- A change which results in a major alteration of the purpose, location, or beneficiaries of a DHCD operational program; or
- A change in the allocation of the distribution of program funds greater than 25 percent of the federal entitlement grants included in DHCD’s fiscal year budget (CDBG, HOME, and ESG).

District law (D.C. Code § 5-902) requires that DHCD “provide citizens a full and meaningful opportunity to participate in the planning, development and evaluation of the annual Community Development Program *and any amendments or modifications thereto.*” (Emphasis added.) District law further requires that the public must be notified of a Substantial Amendment, and at least two public hearings must be held to obtain the views of citizens on the proposed change.

The procedures cited for notice and access during the Consolidated Plan development process are applied in the case of any Substantial Amendment to the Plan.

Notice of a Proposed Substantial Amendment, including a description of the nature and the actual language of the amendment, is published in the D.C Register and in various citywide media sources, including, but not limited to, *a daily newspaper in general circulation (such as The Washington Post) and other publications that reach different language groups, neighborhoods, minority populations and other special interest populations. (Examples such publications would include: the Afro-American, El Tiempo and The Blade.)* A solicitation of public comment, including information on the two public hearings that will be held, is included in the notice. A period of not less than 30 days is allowed to receive responses from the public on a proposed Substantial Amendment. A period of at least 2 weeks notice is given for the two public hearings.

The proposed final Consolidated Plan Substantial Amendment (incorporating any revisions or discussions resulting from the public comment process), are transmitted to the Mayor.

Minor Amendments:

District law (D.C. Code § 5-902) allows DHCD to make “minor” amendments to the Consolidated Plan. A minor amendment is an amendment that is of less magnitude than a “substantial” amendment, but of greater significance than a “technical” amendment, which can be undertaken at the discretion of the agency.

A minor amendment would NOT result in:

- A major alteration of the purpose, location, or beneficiaries of a DHCD operational program; or
- A change in the allocation of the distribution of program funds greater than 25 percent of the federal entitlement grants included in DHCD’s fiscal year budget (CDBG, HOME, and ESG).



A minor amendment to the Consolidated Plan, consistent with the intent of the approved program, must be submitted to the Mayor. The minor amendment is deemed approved if the Mayor does not disapprove the amendment within 30 days (not including Saturdays, Sundays, legal holidays).

Annual Performance Report (CAPER)

Within 90 days after the close of DHCD's Fiscal Year (September 30th), HUD regulations require the Department to submit a performance report, *the Consolidated Annual Performance and Evaluation Report (CAPER)*. The CAPER provides HUD with necessary information to assess whether DHCD carried out its programs in compliance with applicable regulations and requirements, and as stated in that year's Consolidated Plan. The CAPER also provides a vehicle for DHCD to describe its program achievements to District citizens.

At least 2 weeks prior to submission to HUD, the CAPER is made available to the public for review and comment, following the Notice and distribution procedures cited earlier. Notice of the availability of the CAPER for comment and review is published in the D.C. Register and in *a daily newspaper in general circulation (such as The Washington Post) and other publications that reach different language groups, neighborhoods, minority populations and other special interest populations. (Examples in 2006 of such publications would include: the Afro-American, El Tiempo and The Blade.)* No less than a 15-day review period is provided for the draft CAPER. DHCD also accepts comments on the prior-year's performance at the annual Consolidated Action Plan "Needs Assessments" Hearings.

The final CAPER is submitted to HUD by December 31st, with an addendum that summarizes any public comments received and the agency's response to the public comments in adopting its final CAPER report. Copies of the report submitted to HUD are made available by DHCD for review by the public upon request.

Complaints and Grievances

DHCD will provide written responses to written complaints and grievances received regarding any aspect of the annual Consolidated Plan federal entitlement grant program within 15 working days, where practicable, of receiving the complaint or grievance.

Comments, complaints, and grievances concerning the Consolidated Plan should be addressed to the Acting Director, Michael C. Kelly, Department of Housing and Community Development, 1800 Martin Luther King Jr., Avenue, SE, Washington, DC 20020, to the attention of?.

Amendment of the Citizen Participation Plan

Notice of a proposed amendment to the Citizen Participation Plan (CPP), including a description of the nature, as well as the actual language, of the proposed amendment, is published in the D.C. Register and in *a daily newspaper in general circulation (such as The Washington Post) and other publications that reach different language groups, neighborhoods, minority populations and other special interest populations. (Examples of such publications would include: the Afro-American, El Tiempo and The Blade.)* A solicitation of public comment is included in the Notice, and a period of not less than 30 days is allowed to receive responses from the public on a proposed amendment before such amendment is implemented by DHCD. The final Citizen Participation Plan amendment, as adopted by DHCD after due consideration of public comments, is published in the *D.C. Register*. The *D.C. Register* notice will also provide an addendum



that summarizes the public comments received and the agency's response to the thrust of the public comments in adopting its final amendment. The final Citizen Participation Plan amendment will be deemed adopted upon publication in the *D.C. Register*.

DRAFT



Appendix F: Public Notice

The DC Department of Housing and Community Development Hosts a Series of Community Needs Assessment Hearings

Michael P. Kelly, Director of the DC Department of Housing and Community Development (DHCD), announces a series of public hearings on “Housing and Community Development Needs in the District of Columbia”. The hearing will help form a basis for developing the District’s draft *“Consolidated Plan for the District of Columbia Fiscal Year 2014 Action Plan”* and the spending priorities utilizing federal entitlement funds. DHCD, the Department of Human Services and the Department of Health will each provide input into the plan.

Residents and stakeholders are strongly encouraged to come out and participate in the development of policies and programs in the following areas: **1)** affordable housing; **2)** special needs housing; **3)** homelessness; **4)** homeownership; and, **5)** community development and public service activities. The Department is also interested in receiving community feedback on innovative strategies to enhance community participation during this planning process.

SCHEDULED PUBLIC HEARINGS:

Wednesday, March 13, 2013 ~ 6:30 pm

1800 Martin Luther King Jr, Avenue, SE, 1st Floor Conference Room

Tuesday, March 26, 2013 ~ 6:30 pm

Frank D. Reeves Municipal Building
2000 14th Street, NW, 2nd Floor Community Room

Wednesday, March 27, 2013 ~ 1:00 pm

Focus: Special Needs Housing

(includes housing needs for the homeless, persons with disabilities and persons living with AIDS)
1800 Martin Luther King Jr, Avenue, SE, 1st Floor Conference Room

Thursday, March 28, 2013 ~ 6:30 pm

The Bishop Alfred A. Owens Jr. Family Life Community Center
605 Rhode Island Avenue, NE

District of Columbia residents who would like to present oral testimony are encouraged to register in advance either by e-mail at DHCD.EVENTS@dc.gov or by calling 202.442.7200. Please provide your name, address, telephone number, and organization affiliation, if any.

Telecommunications Device for the Deaf (TDD) relay service is available by calling (800) 201-7165. A sign language interpreter will be provided upon request by calling (202) 442-7251 five days prior to the hearing date.

Residents who require language interpretation should specify which language (Spanish, Vietnamese, Chinese-Mandarin/Cantonese, Amharic, or French). Interpretation services will be provided to pre-registered persons only. Deadline for requesting services of an interpreter is five days prior to the hearing date. Bilingual staff will provide services on an availability basis to walk-ins without registration.

Written statements may be submitted for the record at the hearing, or until close of business, Friday, April 12, 2013. Mail written statements to: Michael P. Kelly, Director, DHCD, 1800 Martin Luther King Jr., Avenue, SE, Washington, DC 20020.

DISTRICT OF COLUMBIA
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

NOTICE OF PUBLIC HEARING

Michael P. Kelly, Director of the Department of Housing and Community Development, and the Department's senior staff will host a Special Needs Housing "**Needs Assessment**" Hearing.

Wednesday, March 27, 2013 ~ 1:00 pm

Focus: Special Needs Housing

(including housing needs for the homeless, persons with disabilities and
persons living with HIV/AIDS)

Department of Housing and Community Development
1800 Martin Luther King Jr., Avenue, SE
1st Floor Conference Room

The hearing will help form a basis for developing the District's draft "***Consolidated Plan for the District of Columbia Fiscal Year 2014 Action Plan***" and the spending priorities utilizing federal entitlement funds. DHCD, the Department of Human Services and the Department of Health will each provide input into the plan.

Residents and stakeholders are strongly encouraged to come out and participate in the development of policies and programs in the following areas: **1)** affordable housing; **2)** special needs housing; **3)** homelessness; **4)** homeownership; and **5)** community development and public service activities. The Department is also interested in receiving community feedback on innovative strategies to enhance community participation during this planning process.

District of Columbia residents who would like to present oral testimony are encouraged to register in advance either by email at dhcd.events@dc.gov or by calling 202-442-7200. Please provide your name, address, telephone number, and organization affiliation, if any.

Telecommunications Device for the Deaf (TDD) relay service is available by calling (800) 201-7165. A sign language interpreter will be provided upon request by calling (202) 442-7251 five days prior to the hearing date.

Residents who require language interpretation should specify which language (Spanish, Vietnamese, Chinese-Mandarin/Cantonese, Amharic, or French). Interpretation services will be provided to pre-registered persons only. Deadline for requesting services of an interpreter is five days prior to the hearing date. Bilingual staff will provide services on an availability basis to walk-ins without registration.

Written statements may be submitted for the record at the hearing, or until close of business, Friday, April 12, 2013. Mail written statements to: Michael P. Kelly, Director, DHCD, 1800 Martin Luther King Jr., Avenue, SE, Washington, DC 20020

Vincent C. Gray, Mayor
Victor L. Hoskins, Deputy Mayor for Planning and Economic Development
Michael Kelly, Director, Department of Housing and Community Development
www.dhcd.dc.gov

Appendix G: Summary of Public Comments

DRAFT

**Appendix H: Pipeline of Projects to be Funded**

Project	Category	Affordable Units	Funding Request
6925 & 6929 Georgia Avenue	New Affordable Rental Housing	27	\$1,302,316
Sierra Cooperative Rehab	–TOPA Rehab	20	\$1,502,000
Trinity Plaza Retail Worker Housing Demonstration Initiative	Mixed Use – lease-purchase housing/community facility/retail – New Construction	28	\$2,720,000
Archer Park (Brownstein Commons) Phase II	Multi-family Condo – New Construction	214	\$6,120,000
62 nd Street Apartments (with PADD)	Multi-family Rental – New Construction	39	\$1,345,330
Old Congress Heights School Phase II	Community Facility addition to school	N/A	\$980,000
Monsignor Romero	–TOPA Rehab-LITHC	63	\$997,302
–Israel Manor Senior Residences	–Housing for Seniors	47	\$2,216,628
Justice Park	Multifamily Rental –Rehab LIHTC	28	\$770,000
Israel Manor Learning Center	Community Facility	N/A	\$2,975,000
New LEDC Headquarters	Community Facility	N/A	\$780,764
Pleasant Park Cooperative	TOPA-Rehab	60	\$1,979,426
Crestwood Cooperative	TOPA-Rehab	22	\$1,401,032
Tobias Henson Apartments	TOPA-Green Rehab	64	\$1,135,000
30 th Place Crescent Townhomes	Multifamily Townhomes	26	2,000,000
Holy Comforter St Cyprain	Community Facility	N/A	4,916,148
North Capitol Commons	Special Needs-New Construction	123	\$5,029,486
Fihankra Place	Multifamily Special Needs	12	2,500,000
The Gregory Apartments	Multifamily Rehab	124	1,240,000
Hope and a Home	Multifamily Special Needs		
22 Atlantic Avenue	Multifamily Rehab	4	1,340,841
Agape Apartments	Special Needs Rehab	10	489,800
HFH Transitional Housing	Special Needs Rehab	9	497,000
5741 Colorado Avenue NW	TOPA - Rehab	28	2,160,947
Maplewood Apartments	Multi-Family Affordable Rental-Rehab	74	\$2,000,000
TOTAL		984	\$ 48,308,872



Appendix I: HOPWA FY2014 Action Plan

HOPWA ACTION PLAN NOT AVAILABLE AT TIME OF DRAFT SUBMISSION

DRAFT



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 Warner, Resource Management Specialist (202) 442-7245