

District of Columbia

Vincent C. Gray, Mayor

Victor Hoskins, Deputy Mayor
Planning and Economic Development

Michael P. Kelly, Director

FY 2013 ANNUAL ACTION PLAN

*October 1, 2012 to
September 30, 2013*



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ABBREVIATIONS

ADAP	AIDS Drug Assistance Program
ADDI	American Dream Down-payment Initiative
AFFH	Affirmatively Furthering Fair Housing
AFFHMP	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
FY2012	Fiscal Year 2012
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: August 15, 2011	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	_____	

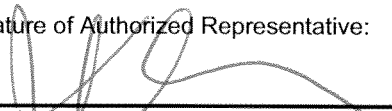


Organizational Affiliation: Employee	
*Telephone Number: 202-442-7245	Fax Number: 202-645-6727
*Email: Quinn.Warner@dc.gov	
*9. Type of Applicant 1: Select Applicant Type: D. Special District Government	
*Other (Specify)	
*10 Name of Federal Agency: U. S. Department of Housing & Urban Development	
11. 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: 10/01/2012		*b. End Date: 09/30/2013				
18. Estimated Funding (\$):						
*a. Federal	CDBG	HOME	ESG	HOPWA	Other Federal Funding	LOCAL
*b. Applicant	\$13,904,983	\$4,340,097	\$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)	0	\$5,415,716	0	0	0	0
*f. Program Income	\$6,484,486	\$2,888,000	0	0	0	0
*g. TOTAL	\$20,389,469	\$12,643,813	\$1,414,021	\$13,623,582	0	0
*19. Is Application Subject to Review By State Under Executive Order 12372 Process?						
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on _____						
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.						
<input checked="" type="checkbox"/> c. Program is not covered by E. O. 12372						
*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)						
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> 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)						
<input checked="" type="checkbox"/> ** 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: 10/11/12

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Standard Form 424 (Revised 10/2005)



Chapter One: General Information

Executive Summary

Fiscal Year 2013 (FY2013) will mark the second year of the District of Columbia's new 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 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:

- Preserve and increase the supply of quality affordable housing;
- Increase homeownership opportunities; and
- 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 the year 2012. The Action Plan is a collaborative process whereby a community establishes a unified vision for housing and community development during FY2013. 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 FY2013 Action Plan is not only an application to the U.S. Department of Housing and Urban Development (HUD) for federal fiscal year 2012 funding; it is also a statement of the strategic activities that DHCD, as the District's designated program administrator, intends to undertake during FY2013 to implement the strategic goals set forth in the Five Year Consolidated Plan. The District will receive direct federal funding of over \$33million from HUD for the Community Development Block Grant, (CDBG), HOME Investment Partnerships (HOME) program, Housing Opportunities for Persons with AIDS (HOPWA), and Emergency Shelter Grant (ESG) program.

Fiscal Year 2013 Federal Entitlement Grant Allocations

Community Development Block Grant (CDBG) Allocation	\$13,950,000
HOME Investment Partnerships (HOME) Allocation	\$ 4,340,000
Emergency Shelter Grant (ESG) Allocation	\$ 1, 414,021
Housing Opportunities for Persons with AIDS (HOPWA) Allocation	<u>\$13,623,582</u>
Total:	\$33,327,603

The greatest single source of federal funding for DHCD's program and projects to be undertaken in FY2013 is CDBG. CDBG funding total, including the award allocation, anticipated program income, and FY2012 fund balance, is \$20,434,486.36

Several projects will be funded through the use of HOME funds and anticipated program income, in the amount of \$12,643,715.91. Seventy two percent of the HOME funds are to be used for DHCD's "Affordable Housing Project Financing", which provides gap financing to project building affordable housing for qualified households. Shelter programs and certain homelessness prevention activities will be funded through the ESG program, with an allocation and fund balance of \$1,414,021, and administered through the D.C. Department of Human Services. Lastly, the HOPWA program has an allocation of \$13,623,582, and 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’s funding will be used to accomplish numerous housing and community development activities, including, but not limited to, providing housing counseling to approximately 12,000 residents, assisting 275 residents in becoming homeowners, providing 40 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 populations, and contributed to economic and community revitalization.

DHCD provided loans for down-payment and closing costs for new first-time homeowners through its Home Purchase Assistance Program (HPAP). DHCD also assisted tenants toward homeownership by assisting them in acquiring and converting their rental units for condominium or co-op ownership under the First Right Purchase Assistance and Tenant Purchase Technical Assistance Programs. DHCD also assisted single-family owner-occupants to remain in their homes by providing loans and grants for rehabilitation, including lead-based paint hazard control and replacement of lead water pipes.

DHCD increased the supply of affordable housing through funds provided for multi-family rehabilitation and/or for pre-development loans for new multi-family and single-family construction projects. DHCD also provided 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 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.

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 2013.¹ The rationale for prioritizing 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 Administration initiatives to revitalize “New Communities” and to restore commercial corridors in the “Great Streets” program.

DHCD will also 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,

¹ For the purposes of describing its investments and activities, DHCD cannot identify the exact location of activities to be undertaken, but specifies the target area (in compliance with HUD guidelines); DHCD will not have made its development awards for FY2013 funding prior to the first quarter of the fiscal year.



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.

In FY2013 Deputy Mayor Planning and Economic Department (DMPED) will continue to promote the revitalization of District neighborhoods in order to create job opportunities, affordable housing, and vibrant and safe places to live and work and to improve the general quality of life of District residents. DMPED will continue to carry out activities to support the development and disposition of properties previously acquired with public funds (largely through the former urban renewal program), with the CDBG Program Income, the Great Streets Initiative projects, New Communities initiatives, Housing Production Trust Fund (New Communities) projects, and Neighborhood Investment Funds in targeted areas of the District.

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 Censuses, in the Mayor's development priorities, and through DHCD's Needs Assessment Hearings and the concerns voiced by the community. DHCD's basis for 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 DHCD's 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 the Deputy Mayors Office for Planning and Economic Development (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 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. Small area plans are 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 the District’s 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 4 tier system, with each tier having a greater priority.

Sources of Funds

The Department relies on two sources of funding to finance housing and community development projects, programs, and project delivery costs. These include: 1) federal resources from HUD and program income; and 2) local resources composed of appropriated District funds and certain loan repayments. DHCD makes direct investments and uses funding to leverage private investments.

a. Federal Resources

FY2013 is the thirty-seventh year (CD-37) of the CDBG Program. HUD’s Office of Community Planning and Development provided preliminary notice to DHCD that its FY20121 formula entitlement grant allocations were approximately \$39 million. DHCD also anticipates an additional \$9 million in program income from these entitlements to be available in FY2012. In addition, DHCD will have approximately \$49.6 million in federal funding from HUD carried over from previous years. The net available federal funds from these entitlement grants for FY2013 are shown in Table 1.

Table 1: FY2013 Federal Funding

	CDBG	HOME	ESG	HOPWA	Other Federal Funding
Allocation	\$13,950,000	\$ 4,340,000	\$1,414,021	\$13,623,582	0
Program Income	\$6,484,486.36	2,888,000	0	0	0
FY2011 Fund Balance		5,415,716		0	
Total federal funds	\$20,434,486.36	\$12,643,715.91		\$13,623,582	

DHCD will serve as the administrator for the CDBG, HOME, and other 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. Federal grant funds are distributed through DHCD’s, DHS’s and HAHSTA’s various programs.

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 \$ \$13,950,000, the District should have less than \$ \$10,594,420 of unused CDBG funds available on July 31st, 2013. In order to meet this requirement, the District will expend approximately \$8 million in CDBG funds by July 31st, 2013. The penalties for not meeting this test have become quiet sever 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 over the Timeliness Test requirements.

**b. Program Income**

There is a total of \$6 million in program income dollars projected to be collected for the CDBG program and \$2 million is projected to be collected in program income dollars for the HOME program. 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 with the respective program.

c. 2009 Recovery Act - Economic Stimulus Package

In February of 2009, President Obama signed the America Recovery and Reinvestment Act (ARRA) in an effort to stem a protracted and widespread recession in economic growth. These funds were made available during FY2009 and the utilization of these funds will be reported on as activities occurring in FY2013.

In FY2013, DHCD will use approximately \$ 4 million dollars of these funds to modernize homes to make them energy efficient, support a broad range of housing and community development projects that are ready to go, and help the families and communities hardest hit by the economic crisis including people who are on the brink of homelessness or have recently become homeless.

d. 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.

e. 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, the 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 Program.

The Low Income Housing Tax Credit Program estimated revenue from fees for FY2013 is \$680,000.

f. Local Resources

According to the Mayor’s FY2013 proposed baseline budget, the funds projected from local resources total \$65,204,000. Appropriated and local funds are broken down in Table 2.

Table 2: FY2013 Proposed Local/Other Funds Allocations

	Intra-District / HPTF	Local Appropriation	Loan Repayments	Intra-District/ Other	Unified Fund
FY2013 Revenue	\$59,487,629	\$12,591,210	\$1,000,000	\$3,400,000	\$5,500,000
Fund Balance	\$5,716,371	0	0		0
Net available funds	\$65,204,000	\$12,591,210	\$1,000,000	\$3,400,000	\$5,500,000

**Intra – District funds consist mostly of HPTF funds

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

The 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.



- g.** 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. **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. Because DHCD uses its funds to "close the gap" of needed financing for its selected projects, 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 HUD programs require matching funds: HOME, ESG and Lead. 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 FY2013 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 FY2013, the Department's HPTF budget \$45,360,000. 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 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. The Department of Housing and Community Development receives an annual allocation of Capital funds for activities in the Property Acquisition and Disposition Division. In FY2013, no new capital dollars were allocated to DHCD capital budget. 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.

Managing the Process

Lead Agency

The District of Columbia Department of Housing and Community Development (DHCD) is the lead agency for overseeing the development of the District’s FY2013 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, MiCasa, and Community Preservation and Development Corporation); as well as other community partners including Anacostia Economic Development Corporation; Development Corporation of Columbia Heights, and Jubilee Enterprise of Greater Washington.

Plan Development Process

In preparing its FY2013 Action Plan, DHCD broadly consulted with government agencies, non-profit developers, community stakeholders, and residents working in housing, social, fair housing, and homeless services; lead-based paint programs; metropolitan-wide planning; HOPWA activities; and providing public housing. A variety of methods was 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 which residents, stakeholders, and activist were invited to provide input on the FY2013 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 Planning and Economic Development (DMPED) cluster. The Planning and Economic Development cluster is led by a Deputy Mayor and consists of the Departments of Housing and Community Development; Planning; Small and Local Business Development; Real Estate Services; Consumer and Regulatory Affairs; Employment Services; Insurance, Securities and Banking; as well as the Office of Motion Picture and TV Development, the Taxicab Commission and the DC



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, DCHFPA and DCHA. The agenda regularly includes coordination of pipeline projects and resources, addressing shared issues and information sharing.

Institutional Structure

In the District of Columbia, executive functions are organized under the Mayor, City Administrator and four Deputy Mayors who supervise clusters of agencies with like missions. The Deputy Mayors use weekly coordination meetings to align resources and activities to match administration priorities. Bi-weekly Cabinet Meetings with the Mayor are then used to coordinate between and among the clusters of agencies. DHCD reports to the Deputy Mayor for Planning and Economic Development along with the following agencies: the Office of Planning (OP), the Department of Consumer and Regulatory Affairs (DCRA), the Department of Employment Services (DOES), the Department of Small and Local Business Development (DSLBD), the Department of Insurance, Securities, and Banking (DISB), the Office of the Tenant Advocate (OTA), and the Office of Cable Television.

DHCD also works closely with the DC Housing Authority (DCHA) and the DC Housing Finance Agency (DCHFPA) to maximize dollars available for housing opportunities for all income levels from extremely low to moderate income. 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 is also a member of the Comprehensive Housing Policy Task Force, which brings together diverse interest groups and experts to broadly analyze housing needs in the District of Columbia and recommend actions.

As part of its unified leveraging strategy, the District will continue to work with its non-profit, for-profit and semi-governmental development partners, and to 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.

Chapter Two: Housing

Specific Housing Objectives

In FY2013, 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 measurable 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: FY2013 Summary of Specific Housing Objectives

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	One-Year 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 	520	DH-1 DH-2
				TBD	
2	Development Finance Division				
2.1	Preserving and increasing the supply of quality affordable housing	CDBG, HOME, Stimulus, Other	<ul style="list-style-type: none"> Total special needs housing units funded Total affordable housing units preserved Total # of affordable units funded % of renters spending greater than 30% on housing cost 	120	DH-1 DH-2
				160	
				720	
				36	
2.2	Increasing homeownership opportunities	CDBG, HOME, Stimulus, Other	<ul style="list-style-type: none"> Total new homeownership units funded Total First Right Purchase units funded % of Owners spending greater than 30% on housing cost 	64	DH-1 DH-2
				80	
				28	
3	Residential and Community Services				
3.1	Preserving and increasing the supply of quality affordable housing	CDBG, HOME, Stimulus, HPTF, Other	<ul style="list-style-type: none"> Total affordable units funded by RCS Total single family rehab Total lead multi-family units funded Total residential rehab special needs units funded # of Elevated blood lead level cases 	400	SL-1 SL-3
				75	
				75	
				15	
				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 	80	DH-3 EO-1
				25	
				275	
				10	
4	Property Acquisition and Disposition				



Obj #	Specific Objectives	Sources of Funds	Performance Indicators	One-Year Goal	Outcome/ Objective*
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 	36	SL-2
				12	

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, the 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 the 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. The DHCA’s facilitates the selection of the councils and encourages residents to participate in council activities and in the general management of their development. The 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.

The 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 the 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 the DCHA. According to the Mayor’s recent consultations with DCHAs, there are approximately 29,000 individuals on local waiting lists in the District. This number was increasing but applications for housing were closed in September 2009 and are not expected to open soon. This number illustrates the current demand for housing assistance far exceeds the ability of the DC Housing Authority 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 FY2013, the District will take several steps to remove any barriers to affordable housing and ameliorate the impacts of the current housing market, but realizes that future resources will buy less in this competitive atmosphere. In order to achieve the vision of complete neighborhoods 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, and gives tenant associations in the District the right to purchase their housing units upon sale, discontinuance of use, or demolition by the owner. DHCD administers this program, which effectively aligns the purpose of the law with the Department 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. Distric 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. Recovery Act Grants

DHCD will distribute the funding toward single-family and multi-family redevelopment and preservation through the acquisition and sale of vacant and foreclosed properties; rehabilitation and homeownership opportunities through a “turnkey” program which will involve partnerships with the D.C. Housing Authority; and down payment assistance to low and moderate income homebuyers.

8. 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

9. 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.

10. 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.

11. 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.

HOME

Forms of Investment: DHCD may invest HOME funds in all proposed uses as prescribed in 24 CFR 92.205(b). The District’s FY2013 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:

Single-Family Homeownership Provisions: 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:

Developer Assisted Homebuyer Provisions: 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, 2012 are as follows:

House Size	1 family	2-family	3-family	4-family
DC Area Median		\$547,292	\$661,549	\$822,143
\$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 follows HUD’s regulations as prescribed in the Affirmative Fair Housing Marketing Plan form (AFHMP) [HUD 935-2]. DHCD has produced an AFHMP Form in compliance with federal guidelines and it ensures the District’s demographics are represented as categories for affirmative



marketing. DHCD has also instituted a certification process to ensure that program services, facilities which provide services to the general public and housing rehabilitation projects also abide by the affirmative marketing principle; as such it has produced an 'Affirmative Marketing Plan' form for those types of projects. Through accurate document retention and monitoring, DHCD ensures that its recipients complete and submit the AFHMP with appropriate accompanying information on residential housing projects of five units or more, whether these are located in one parcel or a scattered multi-family project. DHCD aims to ensure that prospective buyers or tenants in the housing market area, regardless of their Fair Housing Act or Human Rights Act protected category, know about the housing development(s) financed through DHCD, are attracted to the housing project, feel welcome to apply, and have an equal opportunity to buy or rent. The AFHMP aims to (1) bring greater diversity to areas that have been subjected to housing discrimination based on the residents' race or color, ethnic background and culture, their perceived or actual disability, the presence of children in the household, their religious practices, or for being one gender versus the other; and (2) inform about the availability of housing to persons not 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.

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 FY2013, Emergency Shelter Grant (ESG) funds will pay for homeless prevention, emergency assistance, administrative costs and shelter operations. The ESG funds are used in conjunction with ARRA funds and locally appropriated funds to provide a robust array of prevention services. The Community Partnership for the Prevention of Homelessness administers ESG funds under the direction of and pursuant to a grant agreement from the Department of Human Services. Funds are distributed through a network of community-based organizations for which the Foundation for the National Capital region serves as fiduciary agent. ESG funds are used to leverage funding from Fannie Mae through the annual Help the Homeless Walkathon. ESG prevention funds are used to cover eligible rental assistance for past due rent and utility assistance for utility bills that are significantly overdue and which are often an early warning sign of risk of homelessness. Table 4 describes the uses of ESG 2012 (FY2013) funds.

Table 4: FY2013 Proposed Emergency Shelter Grant Budget

ESG Eligible Activity	
1. Homeless Prevention	\$624,128
2. Shelter Operations	\$717,893.00
3. Administrative Costs	\$72,000
TOTAL ESG Program	\$1,414,021

*Served includes person, households, and families

In FY2013, Shelter Plus Care Grant (S+C) funds will also be used to support the homeless citizens of the District of Columbia. DHS will serve as the grantee for the Shelter Plus Care program (S + C 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 118 program participants. DHS will continue to monitor TCP for compliance in administering the S + C Program. S + C funding total is \$3,400,000.

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 2013 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.

In FY2013, the American Recovery and Reinvestment Act of 2009, DC will receive additional funding under the Homelessness Prevention and Rapid Re-housing Program. This program will provide financial

assistance and services to prevent individuals and families from becoming homeless and help those who are experiencing homelessness to be quickly re-housed and stabilized. The funds will provide for a variety of assistance, including short-term or medium-term rental assistance, assistance with utility payments, credit counseling and case management.

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 FY2013, 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: FY2013 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	CDBG, HOME, Stimulus,	<ul style="list-style-type: none"> • % of affordable housing developments that are highly sustainable and meet the Green 	80	SL-3

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	One-Year Goal	Outcome/ Objective*
	economic opportunities	Other	Communities Criteria		
3	Residential and Community Services				
3.3	Revitalizing neighborhoods, promoting community development, and providing economic opportunities	CDBG, Stimulus	<ul style="list-style-type: none"> Total # of storefront facades improved Total # of technical assistance provided to small businesses 	40 0	EO-3
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 acquired Total # of properties recaptured Total # of properties for which disposition agreements were executed Total # of properties investigated that result in rehab 	20 8 44 8	SL-3

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 FY2013 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 .240 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 Enhancement Neighborhood Stabilization Program (NSP 2 & 3) along with 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 FY2013, 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 FY2013 Action Plan:

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

DHCD’s role in serving the needs of special needs populations is primarily financing housing for older individuals and persons with other special needs, and financing physical modifications that make single family homes accessible to persons with mobility impairments. In the District, five percent of all new housing units developed must be accessible to persons with mobility impairments, and another two percent must be accessible to persons with visual or hearing limitations. DHCD aids in the enforcement of this requirement. Adding accessible housing is particularly needed in the District because the vast majority of its housing stock was built before the Americans with Disabilities Act went into effect, and is not accessible to disabled individuals. Additionally, DHCD has partnered with the Department of Mental Health (DMH) to develop 240 units of housing for DMH consumers, which includes individuals with severe mental illness, mentally and developmentally developed individuals, formerly homeless persons, and graduates of the District foster care system.

In FY2013, DHCD will fund the development of 110 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.

DHCD anticipates a similar level of HUD funding as in recent years; therefore, plans to spend approximately \$10 million on affordable housing for special needs populations in FY2013. 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.

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, Meyer Foundation, Local Initiatives Support Corporation, and the Enterprise Foundation.

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 FY2013 Annual Action Plan in appendix I.



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.

SCHEDULED PUBLIC HEARINGS:

Wednesday, February 15, 2012 ~ 1:00 pm

Focus: Special Needs Housing

(included housing needs for the homeless, persons with disabilities and persons living with AIDS)

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

Tuesday, February 21, 2012 ~ 6:30 pm

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

Wednesday, February 29, 2012 ~ 6:30 pm

The Bishop Alfred A. Owens Jr. Family Life Community Center

605 Rhode Island Avenue, NE

Thursday, March 8, 2012 ~ 6:30 pm



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

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 FY2013 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 FY2013 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 initiated its Fair Housing program in February 2001. To date DHCD is the only Housing and Community Development government agency in the Washington Metropolitan Area which houses a Fair Housing Program within its agency. The Fair Housing program begun as a standalone program under the in 2004 it became another unit of the Office of Program Monitoring. Since its creation, the agency has progressively promoted fair housing and equal opportunity education to the agency’s stakeholders. These include our program and project staff; Residential and Community Services Division and Development Finance Division grant sub-recipients; the non-profit and for-profit sector partners, the housing industry, and District residents in general. However, its biggest success and continued goal 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; whether these be provided directly by the agency or 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 aims to educate all city residents—particularly linguistically isolated residents from our diverse immigrant communities, people with physical or mental disabilities, and the elderly—about their fair housing rights in rental, sales, financing or home insurance transactions. It has completed this task by competitively submitting grant proposals for education and outreach to the U.S. Department of Housing and Urban Development (HUD). It 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 partners with local and national non-profit organizations; District and metropolitan governmental agencies; and private and non-profit fair housing advocates and practitioners to promote the goal of “affirmatively furthering fair housing.” Due to new federal housing funding awards which are being managed by the DC Department of Mental Health (DMH). DHCD will be partnering with DMH to ensure their staff and recipients are trained on affirmative marketing principles and equal housing opportunity, as they provide services to District residents who will also become constituents of DHCD.

3. Affirmative Marketing

HUD has provided very clear regulations and guidelines for completing an Affirmative Fair Housing Marketing Plan (AFHMP). To affirmatively market a product or a service is to ensure that the Agency’s programs and services are made available to all possible qualified residents of the District, in particular those who are “*least likely to apply for the housing or program service without special outreach.*” In considering the least likely group of persons to apply for the housing benefit or the program service, DHCD—directly or through its sub-recipients—must look at demographics of the city, price or rental of housing if providing housing or need for the program or service being provided, demographics of the market areas, disability needs, familial status, public transportation, ethnic and cultural minorities, etc. Using HUD’s affirmative marketing principles, DHCD has produced a District relevant affirmative marketing certification process for its program and construction grants. The certification process ensures compliance with federal and local laws and regulations and ensures that housing construction projects and programs are affirmatively marketed and accessible to all protected populations. The process of certifying projects and programs is one of the methods used by the District to affirmatively further fair housing. The process is educational to the sub recipient such as the developers and their management

companies as well as to community based organizations, as they gain a better understanding of fair housing principles and compliance. To date, DHCD continues to enforce the certification process for all of its housing projects (new construction and rehabilitation) as well as acquisition.

The underlying goal of the Department through affirmatively marketing is to ensure that prospective program participants as well as buyers and tenants in the 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 each one is made welcome to apply. One method in affirmative marketing which assists persons of Limited English Proficiency or No English Proficiency is the Agency’s bilingual housing locator tool, DCHousingSearch.org. This tool is available free of charge online and over the phone. Affirmative marketing allows DHCD to (1) bring greater diversity in the participation of programs and services sponsored through the agency and bring greater diversity to areas that have been subjected to housing discrimination due to the residents’ protected class; (2) to inform residents, not likely to apply to a program offered through a sub-recipients or for available housing without special outreach efforts because of (a) linguistic isolation, (b) self or forced segregation, (c) neighborhood racial or ethnic composition and patterns, (d) program or housing location, or (e) cost of participation or price of housing.

The Department’s affirmative marketing plan certification process for its program and service grants is unique in the Washington Metropolitan Area. The Agency continues to ensure that non-housing activities associated with new construction and rehabilitation projects, as well as programs providing services also adhere to the affirmative marketing principle. As such, DHCD requires completion of an ‘Affirmative Marketing Plan (AMP)’ for those program and service awarded through DHCD. For housing projects, the Affirmative Fair Housing Marketing Plan (AFHMP) certification is submitted with accompanying information on residential housing projects of four (4) units or more, whether these are located in one parcel or a scattered multi-family project.

4. Language Access Act

DHCD has promoted participation into our programs by Limited or No-English Proficiency (LEP/NEP) community prior to the implementation of the Act. Since 2001, DHCD has partnered with both the Mayor’s Office on Latino Affairs and the Mayor’s Office on Asian and Pacific Islander Affairs, and subsequently with the Mayor’s Office of African Affairs to ensure the agency’s 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 LEP/NEP persons to public services, programs, and activities. The District’s implementation and monitoring of the Act supports the Fair Housing Act’s affirmatively furthering fair housing principle by ensuring equal opportunity and accessibility of program and services to all District residents.

Since implementation of the Act, the agency has executed four approved bi-annual Language Access Action Plans and adhered to the Act’s regulations. DHCD has conducted a thorough review of the agency’s mechanisms for data collection in order to design better outreach programs for targeting LEP communities; it uses oral language (interpretation) and translation of documents services to ensure the agency’s program and service access message reaches and is understood by these LEP/NEP communities; it has ensured and continues to enhance the translation of vital documents which have a direct impact on housing availability and how to access agency service information-- in the target language of the community; DHCD has provided, alone and in partnership with the Office of Planning, (4) cultural competency, awareness and sensitivity training to its staff; and (5) continues-- as allowed by funding availability-- to create or update targeted language community educational outreach material to ensure language barriers do not impede District residents from accessing programs and services. DHCD was in the first government agency group to implement language access and continues to report on a

quarterly basis to the Office of Human Rights (OHR). The reports are analyzed yearly and become the basis for the agency’s bi-annual plans, and changes as recommended by OHR.

Outreach to LEP/NEP communities is completed through the various Divisions of the agency and centrally through the Office of the Director. Staff may engage in direct outreach through community forums, fairs and activities or; the Agency’s program sub-recipients also engage in education and outreach through their programs; and finally the Agency provides educational information in its website, where the constituent will find fact sheets about pertinent programs are available for download. Various programs information can be found in the Spanish, Chinese, and Vietnamese languages. Amharic information can be provided upon request as it is not digitally available. DHCD ensures that a (Spanish) bilingual interpreter is available at its public hearings, as needed.

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.

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 recipients, and the contractors they hire, provide employment opportunities to low and very-low income residents, in particular public housing residents and recipients of public assistance.

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 monitoring program to ensure the compliance of its recipients and their contractors. 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 would comply with Section 3 prior to receiving DHCD funds. This is the first prong of DHCD’s monitoring approach. Additionally, recipient’s contractors are also required to complete a 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 prong of DHCD’s compliance approach; DHCD has conducted an annual mandatory training for the last three 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 were attendance. Partners in DHCD’s Section 3 efforts from DCHA the Resident Services Manager and Section 3 Compliance Coordinator were introduced and given an opportunity to discuss their programs. Additionally, Youth Build representatives and certified Section 3 business concerns were in attendance. This training was 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 2012.

The third prong of the agency’s compliance approach is 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 limiting the opportunity for them to assert that there were in fact not any bona fide Section 3 businesses for them to contract with.

In furtherance of the 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. DHCD will host this event again in 2012 as well as participate in other training opportunities as requested.

DHCD will submit all Section 3 information required under 24 CFR §135.90 to HUD Headquarters on or before January 10, 2013 in order to assist in meeting reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. The data will indicate the efforts made to direct the employment and other economic opportunities generated by HUD Financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing.

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

The District has been diligent in completing consecutive five year AIs since 1995. As such, the District is currently in the process of completing its 2010 five-year AI (2005-2010) and will correlate it to its five-year Consolidated Plan once completed. The new AI will have greater analysis of impediments to date as it will conduct a relevant review of the District’s “rules, regulations, business practices, administrative policies practices, and procedures, laws, legislation, and other factors created by the private and government sectors” which may directly or indirectly affect or create an impediment to “fair housing choice” in the City. The AI in process will have a color-blind analysis of the housing stock in the District based on census data available for 2010. This data will be compared to the 2000 census information to complete a comparison of race demographics in the city. This information will also be analyzed and compared to findings in the previous AI. It is the goal of Agency to have the 2010 AI completed before end of the fiscal year and thus focus on addressing the impediments in the FY 2011-2015 Consolidated Plan period.

b. Efforts to Remove Barriers to Affordable Housing



The District continues to support activities which are a catalyst for removing potential barriers to fair housing choice whether these are directly or indirectly housing related. Throughout this Consolidated Planning period, DHCD will continue to work toward these goals, and any newly identified goals after the review period, to remove barriers to affordable housing. Some of the measures to remove barriers are identified below.

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 agency 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 19, 2012:



The DC Department of Housing and Community Development (DHCD) celebrated its 11th Annual Fair Housing Symposium, themed “Breaking Through Barriers” during Fair Housing Month in April 2012. The Fair Housing Symposium is held in celebration of the April 11, 1968 enactment of the federal Fair Housing Act (Title VIII of the Civil Rights Act of 1968). DHCD partnered with the DC Office of Human Rights and the national non-profit fair housing advocacy organization, the Equal Rights Center. The symposium was an all-day event designed to bring together advocates, practitioners, industry professionals, government and concerned residents to learn about the prevailing issues in fair housing. District Mayor Vincent Gray delivered the opening remarks setting the foundation for the discussion of the evolving fair housing issues in the following topic panels. In preparation for the District’s release of the *Analysis of Impediments to Fair Housing Choice* document, the first of three panels addressed current fair housing barriers and the mandate of affirmatively further fair housing. The second panel discussed the national and local efforts to integrate the disability community into mainstream housing through fair housing accessibility requirements. And, the final panel focused on the equal housing opportunity concerns of the Lesbian Gay Bi-sexual and Transgender (LGBT) community. This opportune event was held at the historic True Reformer Building in the U Street Corridor.

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 affirmatively further fair housing and to provide greater education coverage of housing and fair housing issues to a diverse community. One method is to fund 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. The District has a growing diverse population, thus having accessible locations with up to date housing information is more client friendly. DHCD has contracted with University Legal Services, Latino Economic Development Corporation, Lydia’s House, and Housing Counseling Services, among others, to provide housing to provide these services. The DC Housing Finance Agency (DCHFA) continues to provide home ownership counseling to its clients through the Resident Opportunities for Self Sufficiency (ROSS) centers. These centers also offer an array of social programs to assist the clients to become a more informed and better prepared renter or home owner. Furthermore, all affordable housing development projects funded through DHCD are required to list available units on DCHousingSearch.org. DCHA also lists all of their developments, and managed developments, on this site. Further, all landlords, regardless of public subsidy are invited to list their affordable units on this site free of charge.

Accessibility Education and Enforcement: DHCD continues to hold an annual mandatory training on Section 504 of the Rehabilitation Act of 1973 for funded developers and critical staff involved in designing, building or supervising the project. This is an accessibility compliance training program for all sub-recipients. The training covers practical and regulatory actions concerning accessible housing according to local building codes and its parallels to federal regulations and laws, multifamily projects compliance with the Sec 504 and the Fair Housing Act as Amended.

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. The District has also convened the **Interagency Foreclosure Prevention Task Force (IFPTF)** to mitigate foreclosure prevention. DHCD convenes an interagency meeting on foreclosure each quarter to ensure that all relevant District agencies are aware of current trends and can work together to develop appropriate outreach. The Interagency Foreclosure Prevention Task Force consists of nine DC government agencies that have some footprint in the DC housing market including DHCD; the Office on Aging, Office of Tenant Advocates; Dept. of Banking, Insurance and Securities; DC Housing Finance Agency; Office of Planning; Executive Office of the Mayor; Office of Human Resources; and the Office of the Chief Financial Officer. This foreclosure prevention initiative is funded through local, federal and Fannie Mae funding. The IFPTF initiative supports a partnership with the Urban Institute to develop and report on DC foreclosure data; as well as other national organizations provide timely data on their research of the impact of predatory lending and foreclosures on the Washington Metropolitan Area. HCD is also embarking on a collaborative project with the National Community Reinvestment Coalition (NCRC) to perform implementation planning in the NSP2 target areas related to the acquisition of vacant and foreclosed properties, the rehabilitation of single family and multi-family properties, and the provision of down-payment assistance to low- and moderate-income households.



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. Program participants 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 their 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 CPD office of the Washington Field Office of the US Department of Housing and Urban Development as well as the HUD Inspector General.

Long term compliance with property management and disposition requirements are 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 invested 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 it undertakes involving an existing residential building. DHCD's multi-family and single family housing project development operations finance more than 2,000 units of rehabilitated housing each year, and DHCD's commitment to lead safety requires that all of those housing units be rendered lead-safe by the completion of the construction phase of development.

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 2009 on a competitive basis from HUD's Office of Healthy Homes and Lead Hazard Control (OHHLHC) for which the agency has received Green Rating on all Quarterly reports and has completed over 202 of the required 170 units, exceeding the grant requirements by 18.8%. Currently, the agency is negotiating the terms of a newly competitively awarded 36 months, \$2.998 million from the OHHLHC, grant with a \$1.9 million District match, due to start on May or June 2012, where the agency anticipates completing another 200+ Units.

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. The products and services to be delivered in the grant include:

- Lead-based paint hazard risk assessment in 250 housing units;

- Lead-based paint hazard control in 200+ housing units;
- Community education on lead safety;
- Training in lead-safe work practices for District residents in the home repair and lead-based paint hazard abatement trades; and
- The hosting of an annual conference that brings together health organizations, lead-based paint abatement contractors, government agencies, and other entities involved in lead safety and children’s health.

Previously, in March 2008, DHCD completed production requirements under its grant (Lead 2) for Lead Hazard Reduction Demonstration (182 units cleared for lead safety more than HUD requirement of 175 units). And in March of 2009, DHCD also completed and made lead safe 260 units under its Lead Hazard Control grant (Lead1- HUD requirement was 225).

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. Since August 2006, the Mayor of the District of Columbia has ensured that there is a single coordinator for all District programs dealing with lead-based paint hazards. That coordination has been instrumental in facilitating the development of seamless actions across the District agencies noted above.

DHCD is committed to meeting all HUD goals for lead-safe housing and expanding the District’s capability for lead-safe financing even beyond HUD-financed grant opportunities.

Additional Lead Intervention:

As an accompaniment to the District’s efforts to reduce lead hazards, DHCD’s Single Family Residential Rehabilitation Program has been financing the replacement of the privately-owned portion of residential lead water service lines. The D.C. Water and Sewer Authority (WASA) will replace all of the District’s residential lead water service lines by 2013. DHCD continues to offer its financing to eligible low-income households as they are scheduled to have the public portion of their lines replaced by WASA.

As part of the District’s five-year goal to protect public health and safety from environmental hazards, including lead-based paint hazards, it will address the issue through a four-pronged strategy that includes: collaboration; assessment and testing; public education; and enforcement of public health laws.

Collaboration: Enhance communication between District agencies to ensure identification and reduction in lead-based paint hazards.

Assessment/ Testing: Improve the ability to test for lead-based paint in units where there is a risk or probable cause, such as a child with elevated blood levels. Continue testing children in all DHS public health clinics.



Public Education: Take steps to inform the public of the dangers of lead-based paint, methods for identifying it and behavior strategies for reducing contact (especially children) with lead dust and chips.

Enforcement/Correction: Inspect units and notify owners of the need to take corrective action regarding covering or abatement of lead-based paint in a dwelling unit. Refer to resources for correction and/or enforcement.

Economic Development

In FY2013, DHCD along with DMPED 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 FY2013 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 Tables 3 are grouped according to the District’s major uses of HUD funds:

- **Residential Services:** These DHCD program areas meets 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 meets 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, Neighborhood Stabilization Program and Employer Assisted Housing Programs)

Project Description

The Home Purchase Assistance Program (HPAP) and Neighborhood Stabilization Program (NSP) 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 a to program-wide per-client caps determined each year. Loans are subordinate to private first trust mortgages. NSP is used in identified target areas of the city and the property must be foreclosed or vacant prior to entering into a contract. 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,NSP 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 FY2013 HPAP
HUD Matrix Code 13	CDBG Cit. HOME Cit. 570.201(n) 92.205(a)(1)
Type of Recipient Individuals & sub- recipients	CDBG National Objective LMH
Start Date 10/1/2012	Completion Date 9/30/2013
Performance Indicator Housing units funded	Annual Units 198
Local ID 6010	Units Upon Completion 198

Funding Sources:

CDBG	\$3,918,384
CDBG Program Income	0
HOME	\$1,707,827
HOPWA	0
Other Federal Funds	\$4,583,333
Total Formula	\$10,209,544
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	\$7,037,567
Other Funding – private	0
Total	\$17,247,111



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 FY2013 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 9/30/2013
Performance Indicator Housing Units Assisted	Annual Units 100
Local ID 6040	Units Upon Completion 100

Funding Sources:	
CDBG	0
CDBG Program Income	\$1,299,398
ESG	0
HOME	0
HOPWA	0
Other Federal Funds	\$0
Total Formula	\$1,299,398
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	\$0
Other Funding – private	0
Total	\$1,299,398



Chapter Eight: Description of Activities

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) consolidate the Homestead Housing Preservation Program, the Home Again Program, the Land and Housing Disposition Opportunities Program 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 FY2013 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 9/30/2013
Performance Indicator Property Acquired	Annual Units 36
Local ID 6030	Units Upon Completion 36

Funding Sources:

CDBG	\$48,784
CDBG Program Income	0
ESG	0
HOME	\$8,701
HOPWA	0
Other Federal Funds	\$2,586,666
Total Formula	\$2,636,320
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	\$0
Other Funding – private	0
Total	\$2,636,320

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 FY2013 (HUD 2012) 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 RFP is shown in Appendix H. When they complete underwriting, many of these projects will be executed and funded during FY2013.

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

Location
Community-wide

Objective Number 4.3	Project ID FY2013 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 10/1/2012	Completion Date 9/30/2013
Performance Indicator Housing units acquired	Annual Units 540
Local ID 2010	Units Upon Completion 540

Funding Sources:	
CDBG	\$9,282,696
ESG	0
HOME	\$800,000
HOME Program Income	\$1,000,000
HOPWA	0
Other Federal Funds	\$4,062,634
Total Formula	\$15,145,326
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	\$0
Other Funding – private ±	0
Total	\$15,145,326

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 2013 (HUD2012) 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 the RFP is shown in Appendix H. When they complete underwriting, many of these projects will be executed and funded during FY2013.

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

Location
Community-wide

Objective Number 3.1	Project ID FY2013 DFDPF
HUD Matrix Code 14B	CDBG Citation 570.202 HOME Citation 92.205 (a)
Type of Recipient For-profit and non-profit organizations	CDBG National Objective LMH
Start Date 10/1/2012	Completion Date 9/30/2013
Performance Indicator Housing Units Financed	Annual Units 288
Local ID 2010	Units Upon Completion 288

Funding Sources:

CDBG	\$2,849,198
CDBG Program Income	\$3,339,266
HOME	\$5,273,342
HOPWA	0
Other Federal Funds	\$4,300,072
Total Formula	\$15,761,878
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	\$12,968,940
Other Funding – private ±	0
Total	\$23,984,818

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. Generally, the Department will provide a grant of up to 80% of construction costs for façade improvements. An additional 20% is provided to the non-profit for administrative and management costs including outreach efforts, design fees, project management, and construction administration. All costs are for the direct delivery of services or completion of projects. Façade development projects may run more than one year, stretching from 18 months to two years for completion. Some funds allocated may be used to complete prior year projects.

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

Location
Community-wide

Objective Number 9.2	Project ID FY2013 RCS CR
HUD Matrix Code 14E, 14H	CDBG Citation 570.202
Type of Recipient Non-profit organization	CDBG National Objective LMA
Start Date 10/1/2012	Completion Date 9/30/2013
Performance Indicator Businesses assisted	Annual Units 1,800
Local ID 3000	Units Upon Completion 1,800

Funding Sources:

CDBG	\$2,895,513
HOME	0
HOPWA	0
Other Federal Funds	\$400,000
Total Formula	\$3,295,513
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	\$3,295,513

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 FY2013 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 9/30/2013	
Performance Indicator People/households	Annual Units 16,000	
Local ID 3000	Units Upon Completion 16,000	

Funding Sources:	
CDBG	<u>\$2,580,706</u>
HOME	<u>\$251,112</u>
HOPWA	<u>0</u>
Other Federal Funds	<u>0</u>
Total Formula	<u>\$2,831,818</u>
Prior Year Funds	<u>0</u>
Assisted Housing	<u>0</u>
PHA	<u>0</u>
Other Funding – public	<u>\$14,293</u>
Other Funding – private	<u>0</u>
Total	<u>\$2,846,111</u>

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 - Skyland Shopping Center

Project Description

In an effort to remain consistent with the approved plans for the area, DMPED plans to provide additional funds to support the redevelopment of the Skyland Shopping Center. The revitalization of the site is expected to provide retail and some residential housing. In FY13, activities may include, but are not limited to, acquisition of property (through condemnation), property maintenance pending redevelopment, demolition and clearance, environmental remediation, and relocation services and payments to existing businesses/commercial tenants.

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

Location
Good Hope Road at Naylor Road and Alabama Avenue, SE (Ward 7)

Objective Number 5.1	Project ID FY2013DMPED
HUD Matrix Code 1 Acquisition 2 Disposition 4 Clearance and Demolition 8 Relocation	CDBG Citation 570.201 (a), 570.201 (b), 570.201 (i), 570.201 (d), 570.203
Type of Recipient Local Businesses	CDBG National Objective LMA
Start Date 10/1/2012	Completion Date 9/30/2013
Performance Indicator Businesses/Individuals	Annual Units 5 Businesses
Local ID 5030	Units Upon Completion 5 Businesses

Funding Sources:	
CDBG	0
CDBG Program Income	\$1,000,000
ESG	0
HOME	0
HOPWA	0
Total Formula	\$1,000,000
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	\$1,000,000

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: 6925 Georgia Avenue, NW, New Communities Initiative projects in the Barry Farm, Lincoln Heights, Northwest One, and Park Morton communities; and the redevelopment of The Strand Theater (5131 Nannie Helen Burroughs Avenue, NE).

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

Location
Community-wide

Objective Number 9.2	Project ID FY2013DMPED
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 9/30/2013
Performance Indicator Properties assisted	Annual Units TBD
Local ID 5030	Units Upon Completion TBD

Funding Sources:

CDBG	0
CDBG Program Income	\$1,500,000
ESG	0
HOME	0
HOPWA	0
Total Formula	\$1,500,000
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	\$1,500,000

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 FY2013 ADM
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 9/30/2013
Performance Indicator Various	Annual Units Various
Local ID 1000	Units Upon Completion Various

Funding Sources:	
CDBG	\$2,429,251
HOME	\$359,672
HOPWA	0
Other Federal Funds	\$1,804,045
Total Formula	\$4,592,968
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	\$6,730,163
Other Funding – private	0
Total	\$11,323,128

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 FY2013 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 9/30/2013
Performance Indicator Site visits / reports	Annual Units TBD
Local ID 7000	Units Upon Completion TBD

Funding Sources:	
CDBG	\$425,869
ESG	0
HOME	\$379,885
Other Federal Funds	\$2,400,000
Total Formula	\$3,205,754
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	\$1,299,750
Other Funding – private	0
Total	\$4,505,504



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 4.4	Project ID FY2013 CHDO AHD
HUD Matrix Code 21I	HOME Citation 92.208
Type of Recipient Non-profit organization	National Objective LMH
Start Date 10/1/2012	Completion Date 9/30/2013
Performance Indicator Housing units assisted	Annual Units 2
Local ID 3000	Units Upon Completion 2

Funding Sources:	
CDBG	0
ESG	0
HOME	\$256,000
HOPWA	0
Total Formula	\$256,000
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	0
Other Funding – private	0
Total	\$256,000

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 FY2013 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 9/30/2013
Performance Indicator Housing units financed	Annual Units N/A
Local ID 3000	Units Upon Completion N/A

Funding Sources:	
CDBG	0
ESG	0
HOME	\$655,000
HOPWA	0
Total Formula	\$655,000
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	0
Other Funding – private	0
Total	\$655,000

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
Homelessness Prevention and Rapid Re-housing Program

Project Description

The District of Columbia proposes to administer the Homeless Prevention and Rapid Re-Housing program (HPRP) to prevent new episodes of homelessness and reduce the length of homelessness for those who have become homeless. Under HPRP, financial assistance will be provided to prevent individuals and families from becoming homeless. Services will be provided to help those experiencing homelessness to be rapidly re-housed and stabilized. The District will do so through community outreach efforts; conducting uniform assessments; providing prevention assistance; and through Rapid Re-housing efforts. The District will work through community based organizations and government intake offices to reach out to those at risk of homelessness before they become homeless.

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

Location
Community-wide.

Objective Number 1.1	Project ID FY2013 HPRP HP
HUD Matrix Code 05Q	Citation 576.21(a)(4)
Type of Recipient Families & individuals	CDBG National Objective N/A
Start Date 10/1/2012	Completion Date 9/30/2013
Performance Indicator People Assisted	Annual Units: TBD
Local ID 4000	Units Upon Completion TBD

Funding Sources:	
CDBG	_____ 0
ESG	_____ 0
HOME	_____ 0
HOPWA	_____ 0
Other Federal Funds	_____ \$3,000,000
Total Formula	_____ \$3,000,000
Prior Year Funds	_____ 0
Assisted Housing	_____ 0
PHA	_____ 0
Other Funding – public	_____ 0
Other Funding – private	_____ 0
Total	_____ \$3,000,000

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 – Homeless Prevention

Project Description

The Partnership will make emergency homeless prevention assistance available for approximately 109 families averaging \$1,530 of assistance per family and 54 single adults at an average of \$1,325 each. 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 FY2013 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 9/30/2013
Performance Indicator People Assisted	Annual Units: 163
Local ID 4000	Units Upon Completion 163

Funding Sources:

CDBG	<u>0</u>
ESG	<u>\$239,027.70</u>
HOME	<u>0</u>
HOPWA	<u>0</u>
Total Formula	<u>\$239,027.70</u>
Prior Year Funds	<u>0</u>
Assisted Housing	<u>0</u>
PHA	<u>0</u>
Other Funding – public	<u>0</u>
Other Funding – private	<u>0</u>
Total	<u>\$239,027.70</u>

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 – Shelter Operations

Project Description

ESG funds will be used to pay operating costs for the Park Road Family Shelter (45 units), 1448 Park Rd., N.W., Washington, D.C. and shelter operating costs (not including personnel) for additional emergency shelter capacity at sites to be determined.

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 FY2013 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 9/30/2013
Performance Indicator Families sheltered	Annual Units 45 Units
Local ID 4000	Units Upon Completion 45 units

Funding Sources:	
CDBG	0
ESG	\$517,893,.35
HOME	0
HOPWA	0
Total Formula	\$517,893.35
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	\$517,893.35

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 Foundation for the National Capital Region (for DCEAF) and/or 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 1.0	Project ID FY2013 ESG - SO
HUD Matrix Code 21A	ESG Citation 576.21(a)(5)
Type of Recipient Nonprofit	CDBG National Objective N/A
Start Date 10/1/2012	Completion Date 9/30/2013
Performance Indicator N/A	Annual Units N/A
Local ID 4000	Units Upon Completion N/A

Funding Sources:	_____
CDBG	0
ESG	\$38,632.95
HOME	0
HOPWA	0
Total Formula	\$38,632.95
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	\$38,632.95

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 2.1	Project ID FY 2013HOPWA HIS
HUD Matrix Code 31	HOPWA Citation 574.300(b)(1)
Type of Recipient Non-profit organization	CDBG National Objective N/A
Start Date 10/1/2012	Completion Date 9/30/2013
Performance Indicator Persons counseled	People Served 13,094
Local ID 3000	Served Upon Completion 13,094

Funding Sources:

CDBG	0
ESG	\$0
HOME	0
HOPWA	\$436,243.64
Total Formula	\$436,243.64
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	\$436,243.64

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 2013 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 9/30/2013
Performance Indicator Persons housed	Annual Units 276
Local ID 3000	Units Upon Completion 276

Funding Sources:

CDBG	0
ESG	\$0
HOME	0
HOPWA	\$1,799,435
Total Formula	\$1,799,435
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	\$1,799,435

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 FY2013 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 9/30/2013
Performance Indicator Vouchers generated	Annual Units 599
Local ID 3000	Units Upon Completion 621

Funding Sources:

CDBG	0
ESG	\$0
HOME	0
HOPWA	\$6,665,926.93
Total Formula	\$6,665,926.93
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	\$6,665,926.93

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 FY2013 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 9/30/2013
Performance Indicator Persons served	Annual Units 378
Local ID 3000	Units Upon Completion 378

Funding Sources:

CDBG	0
ESG	\$0
HOME	0
HOPWA	\$732,242.58
Total Formula	\$732,242.58
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	\$732,242.58

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 FY2013 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 9/30/2013
Performance Indicator Persons served	Annual Units 62
Local ID 3000	Units Upon Completion 62

Funding Sources:

CDBG	0
ESG	\$0
HOME	0
HOPWA	\$66,762.60
Total Formula	\$66,762.60
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	\$66,762.60

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 FY2013 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 9/30/2013
Performance Indicator Persons served	Annual Units 1339
Local ID 3000	Units Upon Completion 1339

Funding Sources:

CDBG	0
ESG	\$0
HOME	0
HOPWA	\$1,200,851.48
Total Formula	\$1,200,851.48
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	\$1,200,851.48

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 FY2013 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 9/30/2013
Performance Indicator Persons served	Annual Units 1339
Local ID 3000	Units Upon Completion 1339

Funding Sources:

CDBG	0
ESG	\$0
HOME	0
HOPWA	\$1,200,851.48
Total Formula	\$1,200,851.48
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	\$1,200,851.48

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 FY2013 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 9/30/2013
Performance Indicator N/A	Annual Units 0 Sub-recipients
Local ID 3000	Units Upon Completion 0

Funding Sources:

CDBG	0
ESG	\$0
HOME	0
HOPWA	\$406,282.13
Total Formula	\$406,282.13
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	\$406,282.13

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 FY2013 HOPWA PSAE
HUD Matrix Code 31D	HOPWA Citation 574.300(b)(10)
Type of Recipient Subrecipient	CDBG National Objective N/A
Start Date 10/1/2012	Completion Date 9/30/2013
Performance Indicator N/A	Annual Units 0 Sub-recipients
Local ID 3000	Units Upon Completion 0

Funding Sources:

CDBG	<u>0</u>
ESG	<u>\$0</u>
HOME	<u>0</u>
HOPWA	<u>\$839,423.15</u>
Total Formula	<u>\$839,423.15</u>
Prior Year Funds	<u>0</u>
Assisted Housing	<u>0</u>
PHA	<u>0</u>
Other Funding – public	<u>0</u>
Other Funding – private	<u>0</u>
Total	<u>\$839,423.15</u>

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 I t 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

Administrator, FSA, DHS

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

Senior Deputy Director, HAHSTA
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 agency 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).

Program Monitoring Division (PMD) - 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 Technical and Clarifying Amendment Act, regulating the conversion of property use to condominiums 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. This program is standard for all Performance-Based Budgeting agencies. More information about the Agency Financial Operations program can be found in the Strategic Budgeting Chapter.



Appendix B: Income Levels

**DISTRICT OF COLUMBIA
FY 2012 MEDIAN INCOME TABLES
Effective January 1, 2011**

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
\$	\$	\$	\$	\$	\$	\$	\$
22,600	25,800	29,050	32,250	34,850	37,450	40,000	42,600

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
\$	\$	\$	\$	\$	\$	\$	\$
37,650	43,000	48,400	53,750	58,050	62,350	66,650	70,950

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
\$	\$	\$	\$	\$	\$	\$	\$
49,200	56,200	63,250	70,250	75,900	87,150	87,150	92,750

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 **\$107,500** for a family of four.

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)

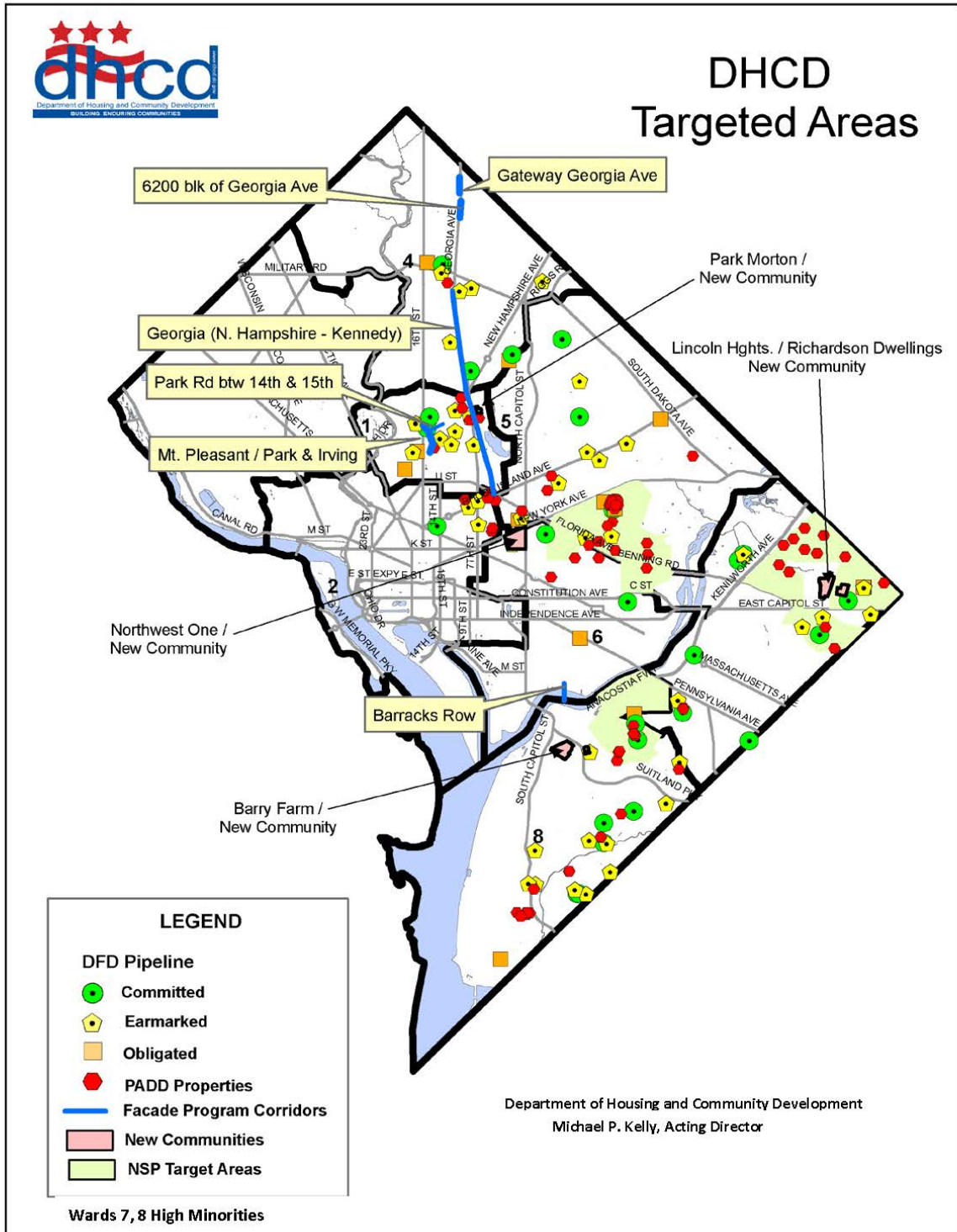
Check if there are workplaces on file that are not identified here.

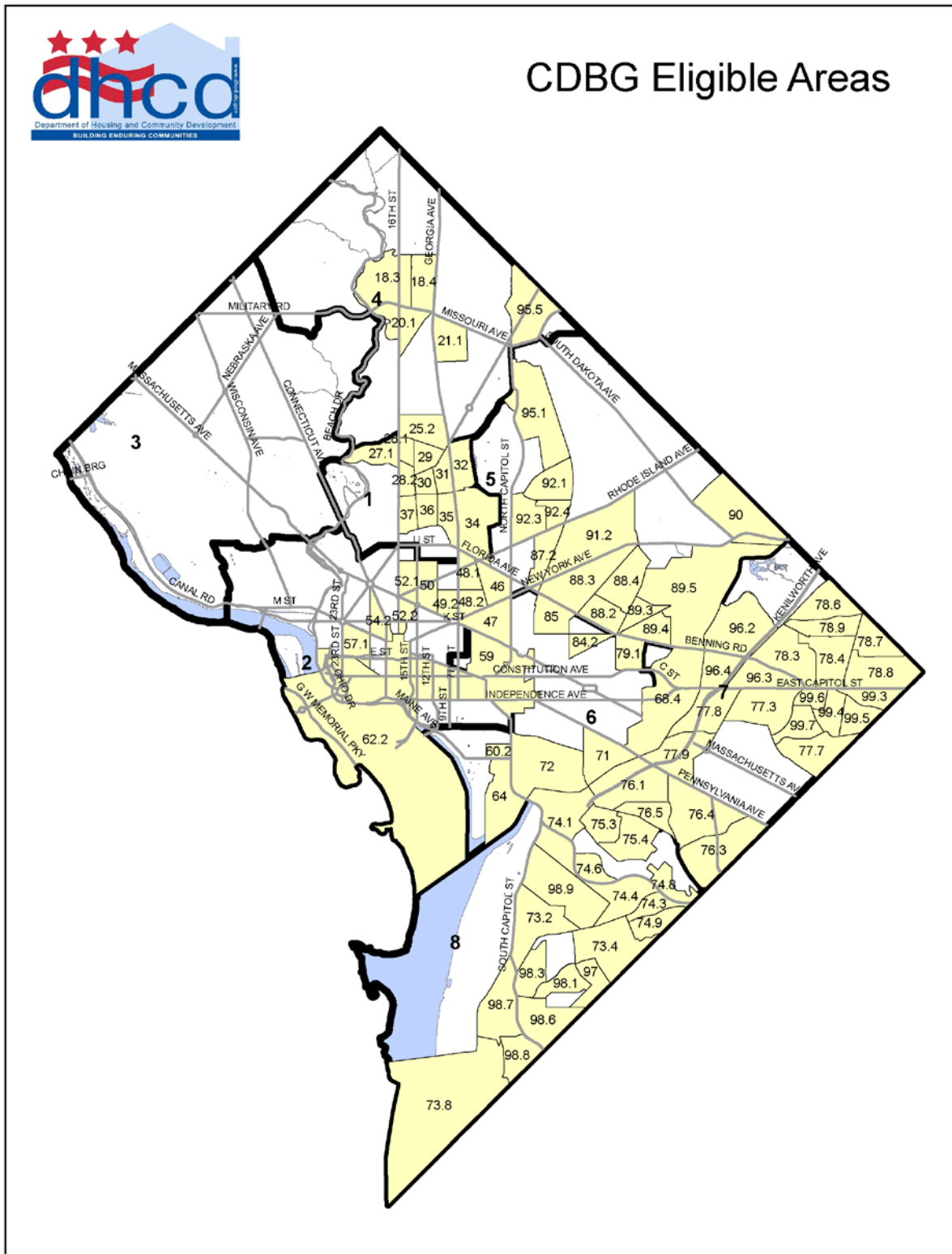
The certification with regard to the drug-free workplace is required by 24 CFR part 24, subpart F.



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







Appendix E: Citizen Participation Plan



District of Columbia

Department of Housing and Community Development

Citizen Participation Plan

For

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

Fiscal Year 2013

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

Victor L. Hoskins
Deputy Mayor for Planning and Economic Development

Michael 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



Appendix E: Citizen Participation Plan

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”	1. November
Publication of proposed Action Plan	2. February
DHCD Public Hearing on proposed Action Plan & Budget	3. March
DHCD finalization of Action Plan	4. May-June
DHCD Submits final Proposed Plan to the Mayor for Approval	5. June-July
Submission of Action Plan application to HUD	6. Mid-August
7. Grant funds become available for start of <i>new</i> Fiscal Year.	8. 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) 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.

During the RFP process for development proposals, the Development Finance Division (DFD) conducts a Pre-Proposal Conference and two community outreach meetings to give organizations opportunities to ask questions and obtain assistance in preparing RFP 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).

During the RFA process for funding neighborhood services activities, the Residential and Community Services Division (RCS) conducts a Pre-Application Conference, usually within the first two weeks of the application cycle. At the Conference, RCS staff members provide a walk-thru of the entire application process, and also answer any specific questions from prospective applicants. 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.

9. 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 week 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).

10. 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.

11. 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 P. Kelly, Department of Housing and Community Development, 1800 Martin Luther King Jr., Avenue, SE, Washington, DC 20020, to the attention of Johnette Powell at (202) 442-7232.

12. 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*.



Appendix F: Public Notice

DC DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT Community Needs Assessment Hearings Site Change Update

John E. Hall, Director of the 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 2013 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, February 15, 2012 ~ 1:00 pm

Focus: Special Needs Housing

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

Tuesday, February 21, 2012 ~ 6:30 pm

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

Wednesday, February 29, 2012 ~ 6:30 pm

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

Thursday, March 8, 2012 ~ 6:30 pm

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

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 202.442.4382 or 442-7251. 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, March 16, 2012. Mail written statements to: John E. Hall, 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.dhed.dc.gov

Appendix G: Summary of Public Comments

Below is a brief summary of citizen participation comments received at the Community Needs Hearings and during the public comment period from January through June, 2011. All hearings were properly noticed, including publication in *The DC Register* with at least two weeks' advance notice, and interpretation services were made available. Each hearing was held at a location accessible via public transportation.



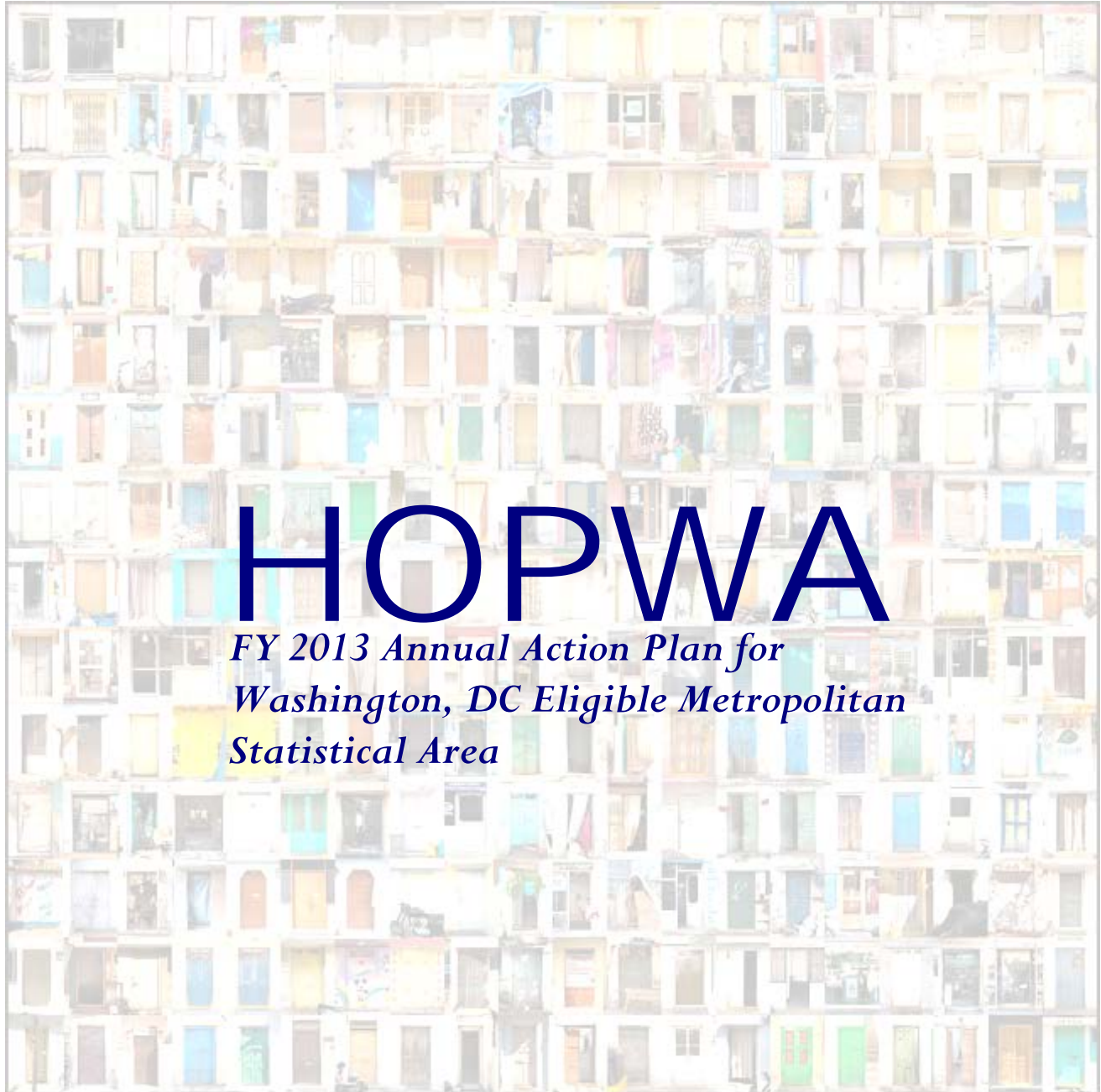
Appendix H: Pipeline of Projects to be Funded

Project	Category	Affordable Units	Funding Request
Deanwood & Anacostia Property Acquisitions	TOPA Acquisition w/ deadline NspII Acquisitions for affordable housing ownership	9	\$585,000
Buxton Condominiums	Affordable Housing Ownership	24	\$1,525,000
6925 & 6929 Georgia Avenue	New Affordable Rental Housing	27	\$1,302,316
Jubilee Re-entry Housing Initiative	Special Needs Rental - Rehab	204	\$2,692,535
Sierra Cooperative Rehab	-TOPA Rehab	20	\$1,502,000
Servna II	New Affordable Rental Housing	101	\$3,500,000
Some Scattered Sites	Special Needs Rental - Rehab	71	\$4,524,781
Trinity Plaza Retail Worker Housing Demonstration Initiative	Mixed Use – lease-purchase housing/community facility/retail – New Construction	28	\$2,720,000
The Gregory Apartments	Affordable Housing Rental Rehab	124	\$1,240,000
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
Monsenor Romero	-TOPA Rehab-LIHTC	63	\$997,302
Altamount Place SE	Special Needs Rehab	32	\$1,863,040
-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
City Market at O Street	New Senior Housing Affordable Rental	90	\$6,000,000
Tobias Henson Apartments	TOPA-Green Rehab	64	\$1,135,000
North Capitol Commons	Special Needs-New Construction	123	\$5,029,486

Appendix H: Pipeline of Projects to be Funded

Maplewood Apartments	Multi-Family Affordable Rental-Rehab	74	\$2,000,000
TOTAL		1,280	\$ 55,184,640

Appendix I: HOPWA FY2013 Action Plan



Housing Opportunities for Persons with AIDS

HOPWA

*Consolidated Housing Plan for the Washington, DC
Eligible Metropolitan Statistical Area*



GOVERNMENT OF THE DISTRICT OF COLUMBIA





Housing Opportunities for Persons with AIDS

HOPWA

*Consolidated Housing Plan for
Washington, DC Eligible Metropolitan
Statistical Area*

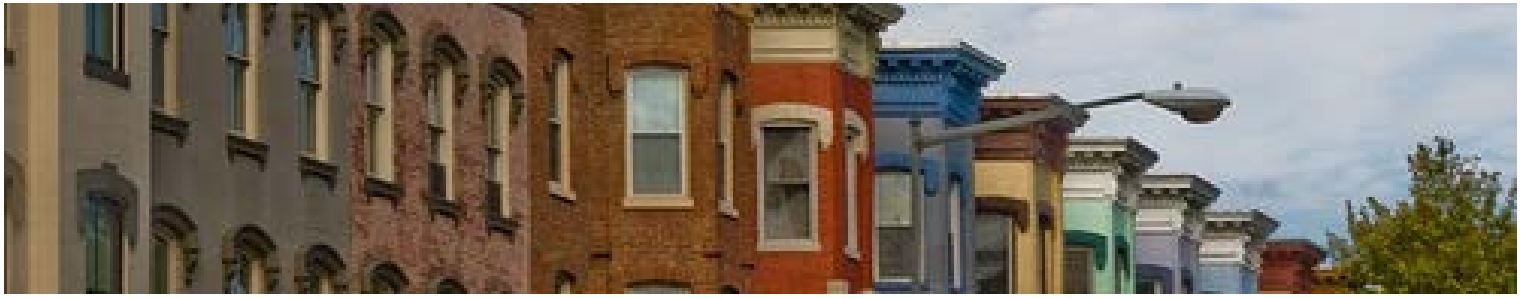




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Glossary of Acronyms

AMI:	Area Median Income
ANTS:	AIDS Network of the Tri-State Area
CAPER:	Consolidated Annual Performance and Evaluation Report
CHAS:	Comprehensive Housing Affordability Strategy
DCFPI:	DC Fiscal Policy Institute
DHCD:	District of Columbia Department of Housing and Community Development
DOES:	District of Columbia Department of Employment Services
EMSA:	Eligible Metropolitan Statistical Area
FBH:	Facility-Based Housing
FPL:	Federal Poverty Level
FMR:	Fair Market Rent
FY:	Fiscal Year
HAHSTA:	The District of Columbia HIV/AIDS, Hepatitis, STD & TB Administration
HOPWA:	Housing Opportunities for Persons with AIDS
HQS:	Housing Quality Standards
HUD:	US Department of Housing and Urban Development
MHAP:	Metropolitan Housing Access Program
NAHC:	National AIDS Housing Coalition
NVRC:	Northern Virginia Regional Commission
PLWA:	People living with AIDS
PLWH:	People living with HIV (not AIDS)
PLWHA:	People living with HIV/AIDS
SIB:	Strategic Information Bureau of the HAHSTA
STRMU:	Short-term rent, mortgage and utility assistance program
TBRA:	Tenant-based rental assistance program



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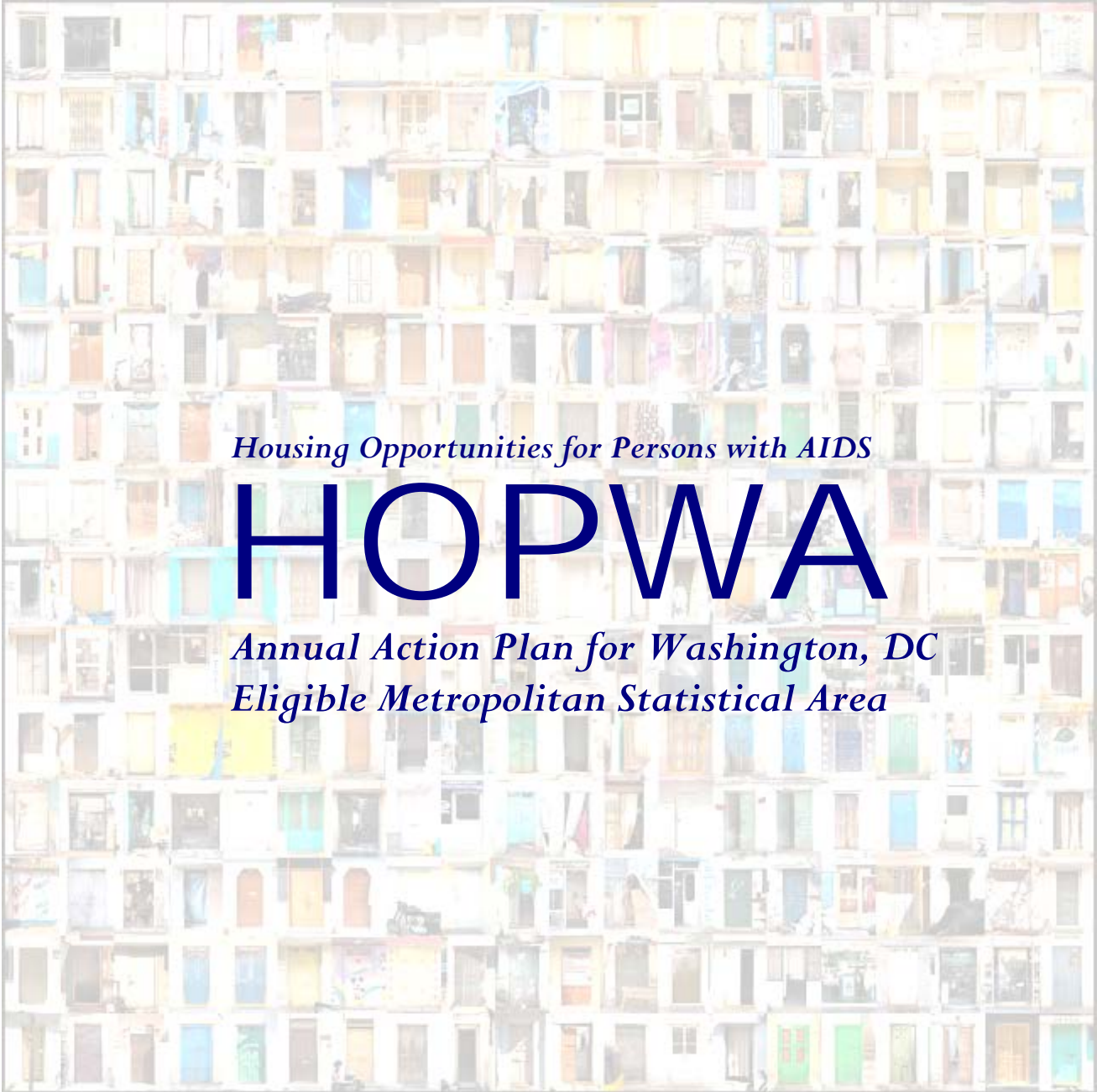
Housing Opportunities for Persons with AIDS

HOPWA

FY 2013 Annual Action Plan for

Washington, DC

Eligible Metropolitan Statistical Area



Housing Opportunities for Persons with AIDS

HOPWA

*Annual Action Plan for Washington, DC
Eligible Metropolitan Statistical Area*

Executive Summary

The Annual Action Plan for FY 2013 for the Washington DC eligible metropolitan statistical area (EMSA) describes the important role the Housing Opportunity for Persons with AIDS (HOPWA) grant plays in the lives of persons living with HIV/AIDS (PLWHA) in our region. PLWHA, Project Sponsors and grant administrators consistently cite lack of housing assistance funds as a critical gap in services for PLWHA. The Action Plan in conjunction with the Consolidated Housing Plan for 2010 through 2015 thoroughly examines the difficulties faced by low-income PLWHA, strengths and challenges in the delivery of services and the impact of the HOPWA grant in bettering the lives of PLWHA.

The Continuum of Care

The HOPWA grant supports the housing needs of 29,073 PLWHA across parts of four states, each with unique housing systems, political environments and disease profiles. The EMSA for the Washington DC Regional Metropolitan area includes the District of Columbia; portions of Virginia; three counties in Maryland; and Jefferson County, West Virginia.

The District of Columbia Department of Housing Community Development (DHCD) is the Formula Grantee for the HOPWA grant for the EMSA, and the HIV/AIDS, Hepatitis, STD & TB Administration (HAHSTA) of the District of Columbia Department of Health directly administers funding working with Administrative Agents and organizations in each of the jurisdictions to ensure services meet regional needs. Although services vary among jurisdictions, the EMSA supports the following HOPWA services:

- Tenant Based Rental Assistance (TBRA)
- Facility Based Housing (FBH)
- Short-Term, Rent, Mortgage, and Utility Assistance (STRMU)
- Housing Information and Referral Services: Intake, Assessment, and Linkage Services
- Support Services

Consolidated Housing Plan Development Process

The methodology for developing the Consolidated Housing Plan and the FY 2013 Action Plan was comprehensive and multifaceted. HAHSTA examined service utilization and epidemiologic data, facilitated in partnership with DHCD multiple roundtable discussions to ensure that the goals and priorities set for the EMSA included client and stakeholder feedback, surveyed Administrative Agents in each jurisdiction to ensure the inclusion of regional considerations, and studied current reports and research to ensure that the plan includes current evidence-based practices.

The steps in the development process included:

- *Review of existing needs assessment data*
- *Project Sponsor Roundtables*
- *Consumer Roundtables*
- *Project Sponsor Survey*
- *Administrative Agent Survey*
- *Review of Epidemiological Data*
- *Review of Current Research and Reports*

Successes of the System

Since the development of the 2006 – 2010 Consolidated Housing Plan, HAHSTA and the Administrative Agents achieved considerable success in improving the implementation of HOPWA in the EMSA.

Maximized fiscal capacity

HAHSTA and the Administrative Agents have worked diligently to improve fiscal oversight to maximize capacity. A key stratagem is to work towards full utilization of funds each year, while at the same time deploying strategically funds unspent from previous years.

This has been largely successful, with increased housing supports available in the EMSA. As unspent funds from previous years are expended, and funds from the current year remain relatively flat, the net effect is to contribute to the increasing gap between funds available and documented need for services.

Maximized access to housing services

HAHSTA and the Administrative Agents have streamlined service entry and delivery processes to improve access for PLWHA and to reduce administrative expenses. Providers surveyed as part of the Consolidated Housing Plan development process indicated these systemic changes reduced barriers to PLWHA participation by consolidating resources and ensuring that clients can access housing in one central location.

Optimized Use of Housing Information and Referral Services

Housing information and referral services are an integral part of the overall housing system for the EMSA. Housing information and referrals services includes a broad spectrum of programs that provide information exchange around housing and housing-related services; assessments for individual client needs; and referral and linkage to alternate support and housing services for clients both engaged in housing services and on the TBRA and FBH waiting list. Critical among these support services are those designed to improve the budgeting and other life-skills of the client, and to assist them to achieve maximum self-sufficiency.

Ensure quality housing options

Despite increased demand for all forms of HOPWA funded housing assistance over the last several years, HAHSTA and the Administrative Agents remain committed to ensuring that the assistance provided is of consistently high quality. This was achieved by strengthening the system to ensure housing quality standards inspections for program participants, improving access for those on the waiting lists, increasing the coordination between housing and support services funded through alternate funding sources, and ensuring technical assistance to staff and Project Sponsors.

Barriers to Care

In addition to system-wide successes, the EMSA also faces significant barriers to addressing the housing needs of PLWHA.

Inability of current funding to meet the needs of all HIV positive residents

Federal funding has not kept pace with the HIV epidemic in the Washington DC EMSA. HOPWA in the EMSA has experienced prolonged client usage in long-term programming, decreased client turnover, and a lack of capacity across other HUD funded programs to accommodate clients. This is especially impactful for the EMSA given the affordability gap between FMR rates and income, housing cost burden experienced by low-income PLWHA and lack of affordable housing stock for the region. The result has been increasingly long waiting lists for services and lack of capacity to accommodate new clients into the system.

Difficulty administering grants across jurisdictions

The Washington DC EMSA covers a large area and incorporates parts of four different states with four different housing continuums of care. Administering the program in this broad area causes multiple challenges for service delivery. The continuum of care in each jurisdiction is different and requires a different set of HOPWA services to address those needs. Each Administrative Agent has different capacity to implement and address those needs. For all of the Administrative Agents this often means coordinating multiple government entities within their portion of the EMSA in systems where HIV housing may not be a priority

Difficulty addressing the complexity of client needs

Clients in the EMSA face a number of barriers in achieving self-sufficiency including extreme poverty, lack of affordable housing options, language and cultural barriers, and systemic barriers such as poor credit. These issues often require the coordination of several systems including medical systems; employment rehabilitation services; support services such as substance abuse treatment and mental health services; and non-HOPWA funded housing programs such as the Housing Choice Voucher Program.

Priorities for Service Delivery 2011 – 2015

Based on input from all stakeholders, the EMSA has decided on the following priorities to try to improve access of quality, affordable housing for PLWHA.

1. Prioritize direct housing support

The lack of affordable housing support options, the affordability gap, and extreme cost burden faced by the PLWHA in the EMSA necessitate the prioritization of direct housing support in order to minimize the risk of homelessness. This means a mix of short-term and long-term program supports to address the multiple needs of the community. It also means that HAHSTA and the Administrative Agents will need to examine a variety of options to ensure that the funding is focused and targeted on those most in need and most at-risk for negative health outcomes.

2. Improve coordination

Improving coordination in the EMSA will help to achieve several goals: better access to exit strategies for clients on TBRA or in FBH, improved access to an array of support services by creating linkages with non-HOPWA programming, and strengthened oversight processes.

3. Focus on data collection and needs assessment

Collecting data collection across four different states has proved challenging to the EMSA. Over the last several years, HAHSTA and the Administrative Agents have taken multiple steps to improve data collection. Improvement focused on the mechanisms used to collect data and report service utilization and unmet housing needs. As the EMSA works toward examining the best strategies for prioritizing housing cost and better coordinating systems, better data around PLWHA utilization of services as well as needs assessment data will help HAHSTA and Administrative Agents to make data driven decisions.

4. Improve tools for communication and empowerment

A common theme among Project Sponsors, PLWHA and the Administrative Agents was a need to improve tools for both clients and for providers to navigate the continuum of housing services. The goal would be to increase knowledge, empower clients, and ensure consistency in messaging to Project Sponsors and PLWHA around policies and procedures

5. Capacity building through technical assistance and outreach

Another priority for the EMSA is to build system wide capacity through technical assistance and outreach. In this sense, capacity refers to a variety of opportunities for growth such as improving access to affordable housing stock, strengthening the infrastructure of Project Sponsors to deliver high quality housing and housing-related interventions with PLWHA, and increasing the ability of HAHSTA and the Administrative Agents to create systems that meet the needs of a complex community.

The goals and objectives of this plan serve as a common ground for the stakeholders to serve the residents of the Washington D.C. EMSA. The Grantee and Administrative Agents intend for the Consolidated Housing Plan to guide the delivery of housing services for PLWHA.

Chapter 1: Introduction

Chapter 1 provides an overview of the FY 2013 for the implementation of the Housing Opportunity for Persons with AIDS (HOPWA) grant starting with a review of the administrative structure for the implementation of the HOPWA, a socioeconomic profile of the Washington DC eligible metropolitan area (EMSA), and a review of the methodology utilized to develop the Consolidated Housing Plan.

Administrative Structure

The District of Columbia Department of Housing Community Development (DHCD) is the Formula Grantee for the HOPWA grant for the Washington, DC EMSA. The mission of DHCD is to create and preserve opportunities for affordable housing and economic development and to revitalize underserved communities in the District of Columbia. HOPWA is administered by the HIV/AIDS, Hepatitis, STD & TB Administration (HAHSTA) of the District of Columbia Department of Health. The mission of HAHSTA is to prevent HIV/AIDS, STDs, Tuberculosis and Hepatitis, reduce transmission of the diseases and provide care and treatment to persons with the diseases. The HOPWA program goals are to reduce homelessness, minimize the risk of homelessness, increase housing stability and promote the general health and well-being of residents with HIV and their families.

The EMSA for the Washington DC Regional Metropolitan area includes the District of Columbia; portions of Northern and Northwest Virginia; three counties in suburban Maryland; and Jefferson County, West Virginia, and represents a subset of the CARE Act Part A eligible metropolitan area, also administered by HAHSTA. This puts HAHSTA in the unique position of administering housing programs across four states each operating within unique local housing and medical continua of care.

HAHSTA directly administers funding and oversees services for residents of the District of Columbia, and supports housing programs in each of the neighbor jurisdictions through individual service agreements with a designated administrative agent. HAHSTA directly administers funding and oversees services for residents of the District of Columbia, and supports housing programs in each of the neighbor jurisdictions through individual service agreements with a designated administrative agent. The program contact information is

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Each of the three neighboring jurisdictions is administered in a different way.

- Northern and Northwest Virginia. A quasi-governmental organization, the Northern Virginia Regional Commission (NVRC), serves as the administrative agency for Northern and Northwest Virginia. The service area includes the counties of Arlington, Clarke, Fairfax, Fauquier, Loudoun, Prince William, Spotsylvania, Stafford, and Warren and the cities of Alexandria, Fairfax, Falls Church, Fredericksburg, Manassas, and Manassas Park.
- Suburban Maryland. The Prince George's County Housing Authority serves as the administrative agency for residents of Prince George's County, Calvert County and Charles County.
- Jefferson County, West Virginia. The Community Networks, Inc. (CNI) serves the dual role of administrative agency and housing service provider for this region. Though located in Berkeley County CNI oversees the use of HOPWA funds for Jefferson County.

Services supported among the four jurisdictions vary somewhat based upon client need and the availability of other sources of funding for housing and housing-related services. The administrative agent in each jurisdiction is responsible for working within their community in conjunction with HAHSTA to conduct planning activities and implement HOPWA funding to augment the regional housing continuum. Services for each jurisdiction in fiscal year 2012 were as follows:

The District of Columbia:

- Tenant Based Rental Assistance (TBRA)
- Facility Based Housing (Supportive Housing)
- Short-Term, Rent, Mortgage, and Utility Assistance (STRMU)
- Housing Information and Referral Services: Intake, assessment, and linkage services
- Support Services: Support services focus on those in FBH and include housing case management, nutritional services, and substance abuse counseling services.

Northern and Northwest Virginia:

- TBRA
- STRMU
- Facility Operations
- Housing Information and Referral Services: Internet housing resource database, intake, assessment and linkage services
- Support Services: Legal services, case management and transportation

Suburban Maryland:

- TBRA
- STRMU

Jefferson County, West Virginia

- TBRA
- STRMU
- Support Services: Housing case management and transportation services

Socio-Economic Description of the EMSA

District of Columbia

The District of Columbia comprises a relatively small geographic area at 61 square miles, but is densely urban with a diverse population. According to the U.S. Census, the estimated population for the District of Columbia in 2008 was 591,833 with 249,996 identified households. The median age is 34.9 years. The District of Columbia is a minority-majority state with 67% of the population identifying as a racial and/or ethnic minority. Of the total population 53% identified as African-American/Black. In the District, 13% were foreign born and 14% of the persons above the age of five years old reported that they spoke a language other than English at home. Of those residents identified as foreign born, 47% came from Latin America, 19% from Asia, 16.9% from Europe, and 14.8% from Africa. In addition, the District had the largest percentage of females (52.7%) of any other state in the nation.

The racial and ethnic diversity in the District by Ward is described in Table 1.1.

Table 1.1: Racial/Ethnic Diversity for All Wards, District of Columbia, 2007ⁱ

	Total Pop.	White	African American or Black	Asian or Pacific Islander	Hispanic (all races)	Mixed race
D.C.	572,059	30.8%	60.0%	2.7%	6.2%	0.3%
Ward 1	80,014	35.2%	43.2%	4.2%	23.4%	4.4%
Ward 2	82,845	56.2%	30.4%	7.2%	8.6%	2.7%
Ward 3	79,566	83.6%	6.3%	1.2%	6.5%	2.5%
Ward 4	71,393	10.3%	77.9%	1.1%	12.8%	3.1%
Ward 5	66,457	7.9%	88.2%	1.5%	2.5%	1.6%
Ward 6	65,457	27.2%	68.7%	0.4%	2.4%	1.6%
Ward 7	64,704	1.4%	96.9%	2.0%	0.9%	1.0%
Ward 8	61,532	5.8%	91.8%	0.3%	1.5%	1.1%

Although the median income in 2008 according to the US Census Bureau was \$57,936, 17% of the people qualified as living in poverty. In the District, 19 % reported received Social Security as the primary source of income. In 2008, the average income for individuals on Social Security was \$11,869. Additionally, nearly 9% of the total households in DC were single women with children under 18 years of age. This is well above the national average of 7.4%; and, nearly 35% of those households reported living below the poverty level.

Figure 1.1: District of Columbia Ward Map



Maryland

There are three counties in Maryland (Calvert, Charles, and Prince George’s Counties) included in the EMSA. These localities encompass 1,161 square miles of Maryland, or about 11.9% of the state’s land area. According to US Census Bureau 2008 data, 1,050,314 people live in these three counties, representing approximately 18.6% of the state’s population. The Maryland jurisdiction is very diverse both geographically and demographically. In Prince George’s County, the median age is 35.6, approximately 52% of the population is female, 65.6% of the population identifies as Black or African American, and 13.8% report as foreign born. Of those identifying as foreign born 52.2% come from Latin America, 27.1% come from Africa, 16.0% come from Asia, and 3.7% come from Europe. Prince George’s County is the most populace of the three counties included in the EMSA accounting for 78.2% of the overall population in Maryland jurisdiction of the EMSA. Prince George’s County is located adjacent to Washington D.C. has approximately 1,652 persons per square mile.

At the other end of the spectrum, the median age in Calvert County is 37.5, approximately 51% of the population is female, 82.3% of the population identifies as White and only 2.2% of the population report as foreign born. Calvert County is much less densely populated and more rural in nature with only 215 persons per square mile.

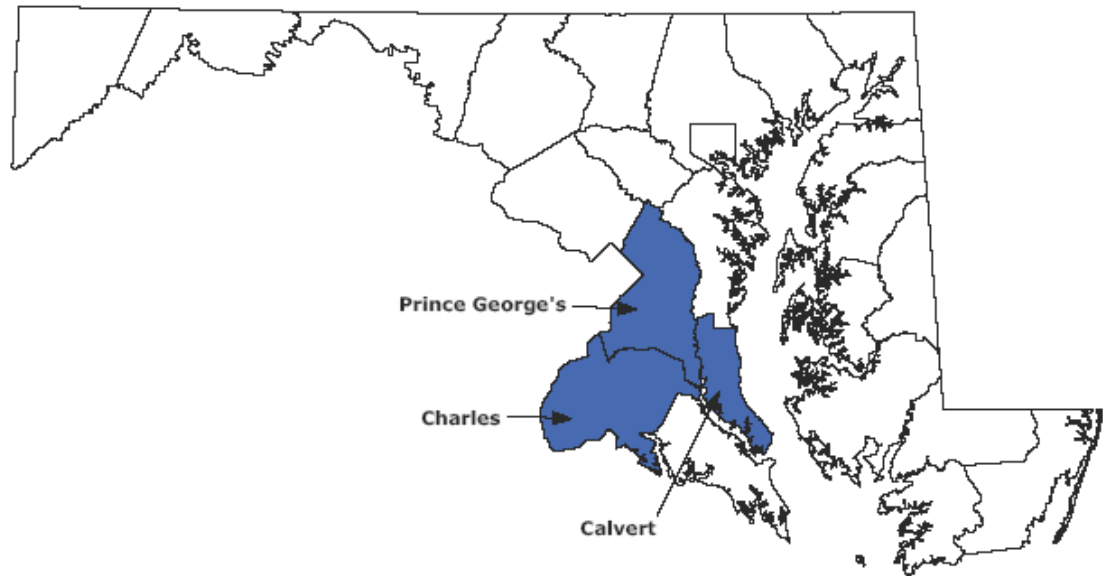
Table 1.2 provides an overview of the population of the Maryland jurisdiction by racial/ethnic subpopulations as reported by U.S. Census Bureau’s American Community Survey.

Table 1.2: Racial/Ethnic Diversity for Maryland, 2008ⁱⁱ

County	Total Pop.	White	African American or Black	Asian or Pacific Islander	Other	Hispanic (All races)
STATE OF MARYLAND TOTAL	5,618,250	61.2%	28.7%	5.3%	4.8%	6.4%
SUBURBAN MARYLAND TOTAL	1,050,314	72.8%	23.3%	2.2%	1.7%	4.6%
Calvert	88,698	82.3%	14.4%	1.7%	1.6%	2.5%
Charles	140,764	55.3%	39.0%	3.3%	2.4%	3.9%
Prince George's	820,852	28.1%	65.6%	4.5%	1.8%	17.6%

According to the 2008, U.S Census Bureau's American Community Survey, the total percent of the population living below poverty in the Suburban Maryland jurisdiction was lower than that of the District and accordingly, the income level was also higher. However, the three Suburban Maryland Counties varied in their income and poverty levels with Prince George's County more closely mirroring poverty trends in the District of Columbia. Between 5% and 6% of the population lived below poverty in Calvert County (5.1%) and Charles County (5.9%). Overall, 8.1% of the population in Prince George's County lived below poverty. Other economic markers indicate a similar disparity between Calvert and Charles Counties and Prince George's County. The median income in Calvert and Charles Counties was \$89,159 and \$81,545 respectively while the median income in Prince George's County was \$67,706. All three counties reported a high number of female head of household supporting children under the age of 18 years: 10.5% in Prince George's County, 11.8% in Charles County, and 7.5% in Calvert County. Figure 1.2 shows a map of the State of Maryland with the three counties in the EMSA highlighted.

Figure 1.2: Map of Maryland and the Three Counties in the EMSA



Virginia

Fifteen jurisdictions make up the Virginia area included in the HOPWA EMSA – the cities of Alexandria, Fairfax, Falls Church, Fredericksburg, Manassas, and Manassas Park; and the counties of Arlington, Clarke, Fairfax, Fauquier, Loudoun, Prince William, Spotsylvania, Stafford, and Warren. Covering over 3,600 square miles in land area, the Virginia cities and counties of the EMSA include urban and remotely rural areas. The population density (persons per square mile) in Arlington (7,323) and Alexandria (8,452) is comparable to the urban nature of the D.C. density (9,316 persons per square mile). However, the rural county of Clarke is home to only 71 persons per square mile. Although people living with HIV/AIDS (PLWHA) are distributed geographically throughout Virginia, PLWHAs are concentrated in urban areasⁱⁱⁱ.

This area of the EMSA has one of the country's fastest growing populations. Loudoun County nearly doubled its population in the last 10 years. In the State of Virginia 10% (784,015) of the residents were foreign born and 6% reported speaking a language other than English at home. The proportion of foreign-born in the Virginia portion of the EMSA (529,145 or 22%), is more than twice the proportion of foreign-born for the state as a whole. Of foreign-born residents in Northern Virginia, 41% are from Asia, 33.5% are from Latin America, 10.4% are from Africa. Nearly one in ten (9.5%) of foreign-born Northern Virginians reported speaking English less than "very well." Northern Virginia has the largest population of Ethiopian immigrants in the country. Table 1.3 provides an overview of the racial/ethnic composition of the Northern Virginia jurisdiction.

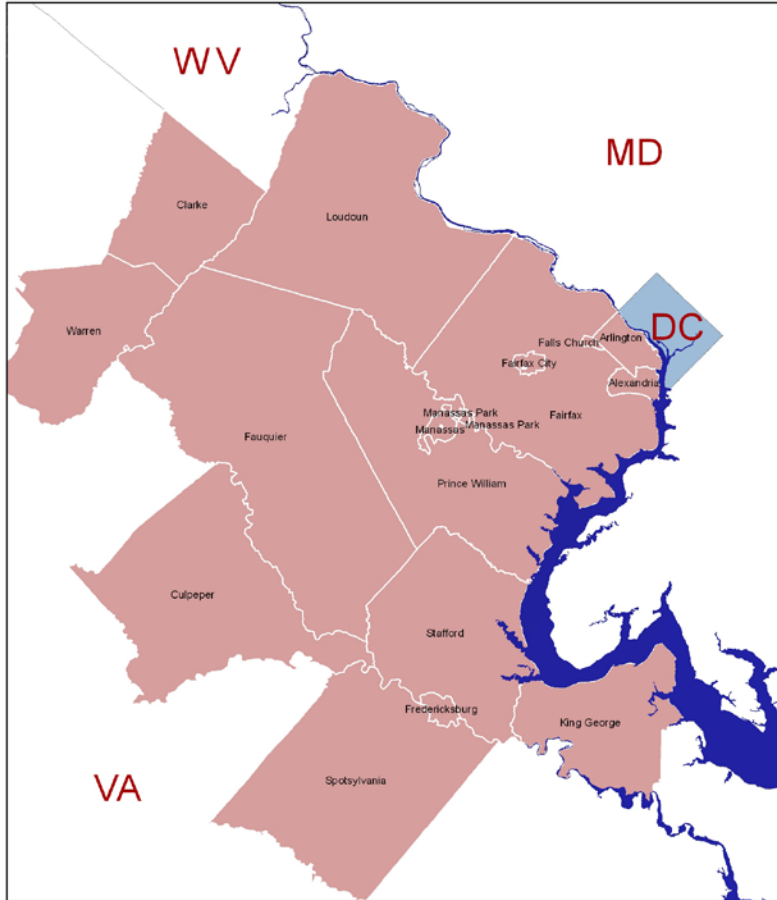
**Table 1.3: Racial/Ethnic Diversity for Selected Counties,
Commonwealth of Virginia, 2006-2008**

County / City	Total Pop.	White	African American or Black	Asian or Pacific Islander	Hispanic (All Races)
STATE OF VIRGINIA TOTAL	7,698,738	70.7%	19.5%	4.8%	6.6%
NORTHERN VIRGINIA TOTAL	2,410,361	68.7%	11.8%	10.7%	13.3%
Alexandria City	140,657	65.9%	20.6%	5.6%	13.1%
Arlington Co.	204,889	70.5%	8.1%	8.9%	15.9%
Clarke*	23,281	91.1%	7.1%	.01%	1.5%
Fairfax City	23,281	74.2%	5.4%	15.6%	13.2%
Fairfax County	1,005,980	67.0%	9.4%	15.8%	13.5%
Falls Church*	10,377	87.2%	3.8%	8.5%	8.4%
Fauquier	66,158	85.8%	8.9%	1.7%	5.7%
Fredericksburg	22,403	70.8%	20.8%	2.5%	7.4%
Loudoun	277,433	72.8%	7.8%	12.3%	10.1%
Manassas	35,533	62.9%	11.3%	3.8%	27.7%
Manassas Park*	10,290	75.7%	12.0%	6.0%	15.0%
Prince William	358,719	60.4%	19.1%	7.0%	19.0%
Spotsylvania	118,860	77.2%	15.1%	2.1%	6.4%
Stafford	120,219	73.0%	16.5%	2.7%	8.4%
Warren*	36,229	91.5%	5.6%	0.4%	3.0%

* Most recent US Census Bureau data from 2000 American Community Survey.

Figure 1.3: Map of Northern Virginia

The Northern Virginia Region



Map Courtesy of Northern Virginia Regional Commission

The Virginia portion of the EMSA reflects a diverse mix of jurisdictions, ranging from the largest urban county, Fairfax County, with just over 1 million residents to the smallest city, Manassas Park, with just over 10,000 residents located on 2 1/2 square miles entirely surrounded by the suburban county of Prince William.

Unlike the majority minority jurisdictions in the EMSA -- DC and Prince George's County, with 54.4% and 63.8% of their respective populations African-Americans comprise less than 10% of the population in six of the Virginia EMSA cities/counties. The Virginia jurisdiction with the highest proportion of African-American residents is the City of Fredericksburg (20.8%) followed closely by the City of Alexandria with 20.6%, and Prince William County with 19.1%. Asians comprise more than 15% of the population in two Virginia EMSA communities -- Fairfax County and the City of Fairfax.

In total, 320,460 Hispanic persons live in the Virginia portion of the EMSA, compared to 49,933 in the District of Columbia, 100,161 in Maryland jurisdictions, and 1,941 in West Virginia. The percentage of Hispanic residents in Northern Virginia (13.3%) is double the percentage for the entire State of Virginia (6.5%). Seven Virginia EMSA

communities have at least 10% of the population as Latinos/as, with the largest Latinos proportions in the City of Manassas (27.7%), Prince William County (19%) , and Arlington County (15.9%).

The diversity of Northern Virginia is largely a product of its foreign-born residents. Nearly 22% of Northern Virginia's population was born outside the United States, as compared to about 19% of Prince George's residents, or about one in eight DC residents. Within Northern Virginia foreign-born diversity is greatest in the inner suburbs, representing at least 20% of each jurisdiction's population; foreign-born residents comprise about 7% of the more rural Virginia counties furthest from DC.

According to the US Census Bureau's 2006-8 American Community Survey, the median household income in Virginia is \$61,044. This is about 17% higher than the national median income of \$52,175. As in Maryland, the Virginia suburban jurisdictions are wealthy compared to the rest of the state, with a median income of \$97,887 for those cities and counties with updated 2006-08 US Census Data. For those counties with only 2000 US Census Bureau data available, income statistics still show the median income in Northern Virginia (\$51,601) as significantly higher than the national median income (\$41,994). Within the Virginia jurisdictions, there is considerable variability among local median incomes. Warren County's median household income falls below the state median (\$57,881 vs. \$61,044.), while Loudoun County's median household income nearly doubles the state median (\$110,643 vs. \$61,044.)

The percentage of persons in poverty also reflects the wealth of the region. Statewide, 10% of Virginians lived below the federal poverty line, as compared to an average of only 5.2% in the Virginia portion of the EMSA. Although representing relatively small absolute numbers, the poverty rates in the region were highest in the cities of Manassas (12.5% or 3,888 individuals) and Fredericksburg (11.7% or 2,149 individuals). The poverty rate was lowest in Loudoun County at only 3.2% of the population.

West Virginia

Only one county in West Virginia, Jefferson, is included in the Washington D.C. EMSA. The county has a land area of 210 square miles and comprises approximately 2.7 % of the total population of the State of West Virginia (50,690 persons). The population of the County is remarkably different than the resident subpopulations in other parts of the EMSA. The median age of residents in Jefferson County is 38.0 years old, 89.1% of the County identifies as White, and only 3.1% of the residents report as foreign born. Approximately 54% of the Jefferson County are female, but only 4.2% of the population identify as female head of household supporting children under the age of 18. Fifty-nine percent of the County identified as married couples compared to the District where married couples only make up 22% of the households. Jefferson County is fairly rural with an approximately 201 persons per square mile. Table 1.4 provides an overview of the racial/ethnic composition of the Northern Virginia jurisdiction

Table 1.4: Racial/Ethnic Diversity for Jefferson County, State of West Virginia, 2008

County / City	Total Pop.	White	African American or Black	Asian or Pacific Islander	Other	Hispanic (All races)
STATE OF WEST VIRGINIA TOTAL	1,810,358	94.4%	3.9%	1.4%	0.3%	1.1%
Jefferson**	50,690	89.1%	7.2%	2.3%	1.4%	3.8%

According to the US Census Bureau’s 2008 American Community Survey, the median income for Jefferson County is \$61,219. This is 60% higher than the median income for the State of West Virginia (\$37,057). The percentage of residents in Jefferson County living below the poverty level is significantly lower at 8.3% than the rest of the State of West Virginia (17.1%). This is most likely due to the proximity of Jefferson County residents to Northern Virginia (\$108,610) and Washington DC (\$116,290) where average salary is significantly higher than in West Virginia (\$35,510)^{iv}.

Figure 1.4: Map of West Virginia and Jefferson County^v



Map courtesy of Wikimedia Commons at http://commons.wikimedia.org/wiki/Main_Page

Methodology

As the agency responsible for the administration of the HOPWA program in the Washington D.C. EMSA, HAHSTA spearheaded the completion of the portion of the Consolidated Plan that focuses the needs and strategic plans for persons living with HIV/AIDS. HAHSTA utilized a variety of resources and processes during both the needs assessment and

planning phases of development to ensure that the Consolidated Plan and the Annual Action Plan incorporated relevant data from across the EMSA. Because the jurisdictions include parts of four different states with four different socio-political environments, the needs assessment and planning phases required multi-level coordination and consideration.

Development Process

The needs assessment process utilized four separate steps to assess the HOPWA needs of the EMSA and determine strategic goals. This process was designed to assess the housing needs of PLWHA, the scope of the HOPWA program, and the role of HOPWA in the larger housing system of care. The assessment process includes stakeholder feedback including consumers, Project Sponsors, and the Administrative Agents in each jurisdiction in the EMSA. The processes were as follows:

- *Review of existing needs assessment data.* There is a tremendous wealth of current needs assessment data available for the EMSA. The first step in determining need was to review this data to determine common themes, data gaps, and areas to be addressed in the overall strategic plan.
- *Roundtables.* DHCD and HAHSTA conducted three roundtable discussions to get feedback from both providers and consumers about the overall system of housing care and the impact of HOPWA within the continuum.
- *Surveys.* HAHSTA conducted separate surveys with Project Sponsors and with the Administrative Agents. The goal of the survey was to develop a housing inventory that included feedback from stakeholders from all the jurisdictions within the EMSA, assess the overall system of HOPWA care, and to begin to develop strategic goals.
- *Review of Epidemiological Data.* The Strategic Information Bureau of HAHSTA compiled epidemiology data from each jurisdiction to develop an overall picture of PLWHA in the EMSA as well as to make projections about the overall needs of PLWHA in the EMSA over the next five years.

Data Sources

The data sources incorporated into the Consolidated Plan include existing planning reports; surveys of providers and administrative agents, roundtable discussions with providers and consumers; jurisdictional leadership interviews; and publicly available data on HIV/AIDS, homelessness and housing.

Existing Planning Reports

2006-2010 Consolidated Housing Plan

The 2006-2010 Consolidated Housing Plan was used as a starting point to determine successes and failures as well as continuing goals for the EMSA.

2009 Ryan White CARE Act Part A Needs Assessment

The Washington Metropolitan Regional Health Services Planning Council conducted its 2009 Client Needs Assessment in an effort to a) understand client needs; b) identify gaps in services; and c) enhance the continuum of care. The survey was administered in each of the four following jurisdictions: a) Washington, DC; b) Suburban Maryland, c) Northern Virginia; and d) West Virginia. This assessment covered a broad range of topics around health care and service needs. The importance of this study to the needs assessment process is that it clearly identified housing and housing-related services as a service gap; and therefore, served as a useful tool in examining the housing needs of the Washington DC EMSA.

Ryan White CARE Act Part A Comprehensive Plan

In 2008, the Washington DC Metropolitan Regional HIV Health Services Planning Council completed its three-year strategic plan. This plan included a broad examination of the demographic profile of the EMSA as well as barriers to care. This report was utilized not only to assess the overall characteristics of the EMSA but also to look at the intersect between health care systems and housing systems for persons living with HIV/AIDS.

City of Atlanta HOPWA Consolidated Planning Report

The City of Atlanta, considered by the US Department of Housing and Urban Development (HUD) as a model practices city, and the HUD-funded technical assistance provider, Collaborative Solutions, Inc., shared with the HAHSTA the 2010-2015 planning document for the Atlanta EMSA. HAHSTA utilized this document as a model for assessing need and for the writing of the Washington DC EMSA Consolidated Housing Plan.

HIV/AIDS Epidemiology Data

The HAHSTA Surveillance Information Bureau worked with the Epidemiological Units in Maryland, Virginia, and West Virginia to create an overall picture of HIV/AIDS across the EMSA. These numbers give a picture of the HIV/AIDS epidemic in the area by age, race, gender, and exposure categories. This data is current as of December 31, 2008. In addition, the Bureau utilized jurisdictional epidemiological data in conjunction with the 2011 CAPER data to estimate PLWHA infection rates and housing needs in the EMSA for the next five years.

Surveys

HAHSTA administered two different types of web-based surveys to ensure appropriate stakeholder feedback from across the jurisdictions.

Provider Survey

HAHSTA conducted a Provider Survey to ask questions related to service location, target population, the housing-system of care, and overall service capacity. This survey was utilized to develop a housing inventory, assess barriers and successes within the continuum of care, and create strategic goals for the EMSA. The survey was delivered to Project Sponsors in each of the jurisdictions on January 21, 2010. A copy of the survey can be found as Attachment 1.

Administrative Agent Survey

The Administrative Agent survey asked questions about the role of HOPWA in the overall housing continuum of care, service delivery systems, barriers to service delivery, unmet need in the jurisdictions, and jurisdictional strategic goals. HAHSTA utilized this data to generate a systems-level picture of service capacity and to set service targets for the next five years. These discussions provided a context for understanding the overall system of HOPWA care, barriers to services, and appropriate strategic goals to address the needs of stakeholders. The survey was delivered to the Administrative Agents in each jurisdiction on January 22, 2010. A copy of the survey can be found as Attachment 2.

Roundtable Discussions

HAHSTA and DHCD conducted roundtable discussions to elicit community feedback around the scope of services provided in the HOPWA continuum of care, to assess the strength of the overall HOPWA continuum of care, and to look at barriers that affect consumers and Project Sponsors. The roundtables were as follows.

- *Housing Provider Roundtable September 2009.* Project Sponsors met on September 13, 2009 as part of a regularly scheduled housing provider meeting. The meeting started with a short presentation from DHCD designed to give Project Sponsors an overview of the Consolidated Plan and to let them show them how feedback from prior Consolidated Plans was utilized to set housing priorities in the District. The presentation was followed by a discussion period. DHCD started the discussion period by asking Project Sponsors to identify housing needs unique to HIV positive individuals. The remainder of the discussion was facilitated by HAHSTA. The discussion focused primarily on barriers including extensive waiting lists for services and possible systemic improvements to housing and housing-related services.
- *Consumer Roundtable September 2009.* The first of two roundtable discussions with PLWHA took place on September 10, 2009. HAHSTA and DHCD organized the roundtable with the Consumer Access Committee of the Washington Metropolitan Regional Health Services Planning Council. This committee is entirely made up of PLWHA from the EMSA. In preparation for this meeting HAHSTA worked with the committee to create a flyer announcing the meeting. The flyer was sent to the entire membership roster of the Consumer Access Committee and to the Administrative Agents in the jurisdictions to distribute. Twenty-four consumers participated in the September roundtable meeting. The meeting started with a short presentation from DHCD designed to give participants an overview of the Consolidated Plan and to let them show them how feedback from prior Consolidated Plans was utilized to set housing priorities in the District. The presentation was followed by a discussion period facilitated by HAHSTA. The discussion focused primarily on barriers including extensive waiting lists for services and possible systemic improvements to housing and housing-related services.
- *Consumer Roundtable January 2010.* HAHSTA facilitated on January 14, 2010 a second roundtable discussion with PLWHA. This meeting was also advertised with flyers and through email notifications to the Consumer Access Committee of the Washington Metropolitan Regional Health Services Planning Council. This meeting focused on access to housing, systemic barriers for clients in services, and housing quality. The meeting started with a short presentation by HOPWA about the overall structure of housing services and the numbers of clients currently being served. Following the presentation the roundtable discussion was facilitated by the Chair of the Consumer Access Committee.

Publicly Available Data Sources

State of the Cities Data Systems: Comprehensive Housing Affordability Strategy (CHAS) Data

CHAS data are prepared by US Dept of Housing and Urban Development using data from the US Census Bureau from 2000 to assist HOME and CDBG grantees in the development of their Consolidated Housing Plan.

National Low Income Housing Coalition *Out of Reach*, 2009

The National Low Income Housing Coalition's (NLIHC) annual *Out of Reach* report, by Keith E. Wardrip, Danilo Pelletiere, and Sheila Crowley, provides data for every state, metropolitan area and county in the country showing how much a household must earn to afford a modest market-rate rental home. The report also provides local wage and income data for comparison purposes.^{vi}

American Community Survey

The American Community Survey (ACS) is a nationwide survey designed to provide communities a fresh look at how they are changing. It is a critical element in the Census Bureau's reengineered decennial census program. The ACS collects and produces population and housing information every year instead of every 10 years.^{vii} HAHSTA utilized this data to develop overall community demographic profiles.

2011 Count of Homeless Persons in Shelters and on the Streets in Metropolitan Washington

Created by the Metropolitan Washington Council of Governments, this report tracks the number of people found on the streets, in emergency shelters, in transitional and permanent supportive housing, or otherwise homeless and in need of a safe shelter. These data represent persons locally served by a Continuum of Care (CoC), as defined by the U. S. Department of Housing and Urban Development (HUD) under the McKinney-Vento Homeless Assistance Act, Continuum of Care Homeless Assistance Program. The enumeration is a one day point-in-time snap shot of persons served by the nine jurisdictions in the Washington, D.C. metropolitan region that have received funding through the HUD Continuum of Care Homeless Assistance Program. This report was used to examine the impact of homelessness on PLWHA in the EMSA.

DC Fiscal Policy Institute Report: NOWHERE TO GO: As DC Housing Costs Rise, Residents Are Left With Fewer Affordable Housing Options

Published on February 5, 2010, this study conducted by the DC Fiscal Policy Institute details recent changes to the housing stock and housing affordability index in the District of Columbia and the impact of these changes on low- to moderate- income families. The DC Fiscal Policy Institute conducts research and public education on budget and tax issues in the District of Columbia, with a particular emphasis on issues that affect low- and moderate-income residents. This study can be found at <http://dcfpi.org/>

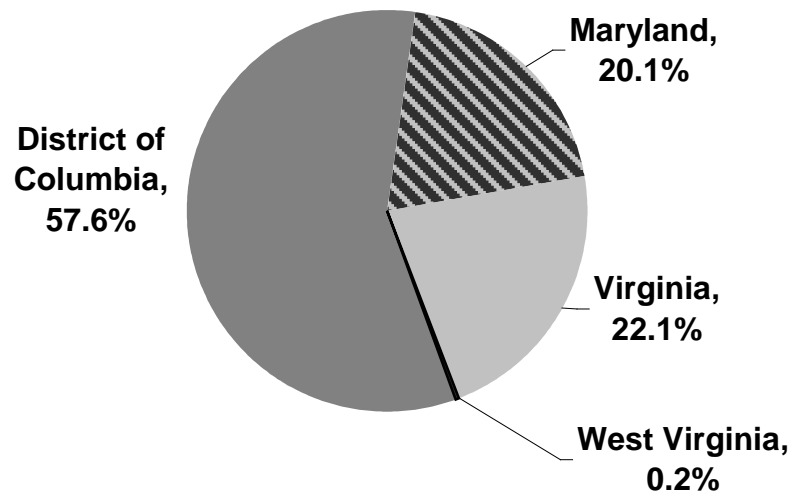
Chapter 2: HIV/AIDS in the Washington, D.C. EMSA

This section provides an overview of diagnosed and reported persons living with HIV/AIDS in the Washington DC eligible metropolitan statistical area (EMSA) as of December 31, 2008. The DC EMSA contains counties and cities in four states, including the entire District of Columbia. Data presented here describe the general characteristics living HIV/AIDS cases for the entire EMSA and by each jurisdiction of the EMSA. Additional statistics about PLWHA can be found in Attachment 3.

DC EMSA Jurisdictions

The Washington, DC EMSA is unique in that it covers parts of four states and includes urban, suburban, and rural areas. The District of Columbia contributed 16,759 persons living with HIV/AIDS (PLWHA) to the EMSA. The Maryland jurisdiction of the DC EMSA had 5,838 PLWHA and consists of Prince George's, Calvert, and Charles counties. There were 6,412 PLWHA in the Virginia jurisdiction which includes the counties of Arlington, Clarke, Fairfax, Fauquier, Loudoun, Prince William, Spotsylvania, Stafford, and Warren and the cities of Alexandria, Fairfax, Falls Church, Fredericksburg, Manassas, and Manassas Park. The West Virginia jurisdiction consists of Jefferson County and had 64 PLWHA. Each jurisdiction differs greatly in population characteristics and in the demographic characteristics of people living with HIV/AIDS. Figure 2.1 depicts the distribution of PLWHA by DC EMSA Jurisdiction. The majority of the 29,073 PLWHA in 2008 were residents of the District.

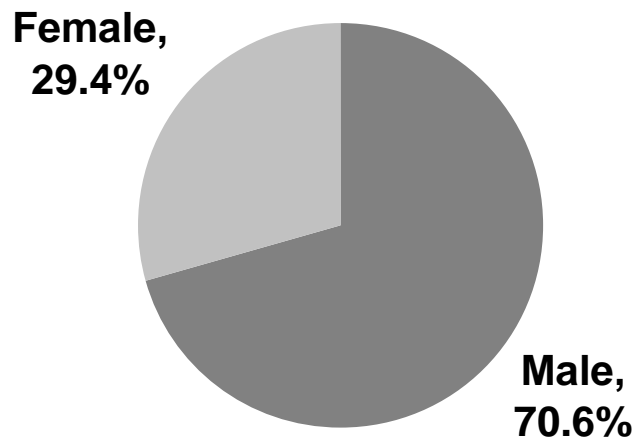
Figure 2.1: DC EMSA 2008, PLWHA by Jurisdiction, N = 29,073



People Living with HIV/AIDS in the EMSA

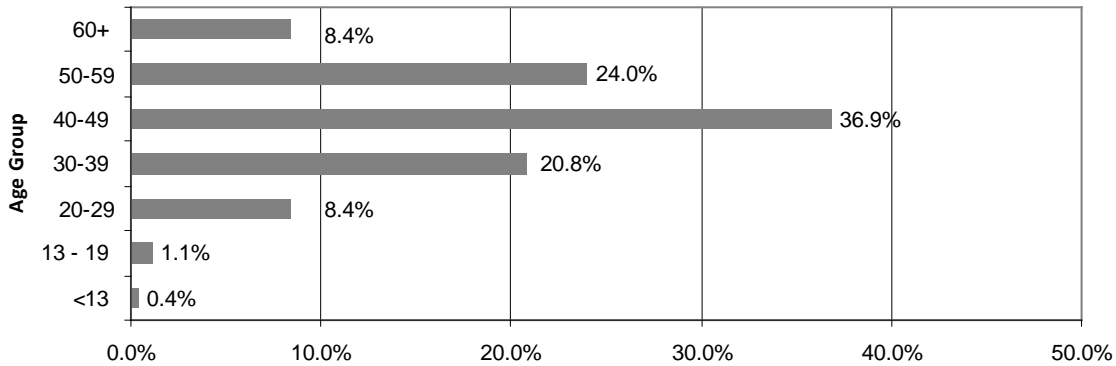
As of December 31, 2008, 29,073 persons were diagnosed and reported as living with HIV/AIDS in the Washington, DC EMSA. The majority of people were male (70.6%) and 29.4% were female. By jurisdiction, these proportions are similar for the DC and Virginia jurisdictions. In the Maryland jurisdiction, 62% of PLWHA were male and the remaining 38% were female. In the West Virginia jurisdiction 80% of PLWHA were male.

Figure 2.2: DC EMSA, Gender of PLWHA, 2008, N= 29,073



At the end of 2008, the largest proportion (58%) of PLWHA were between the ages of 30-49; while 30% were over the age of 50 and about 1% are under age 13. Upon comparison it is evident that within the DC EMSA many persons are living longer with HIV. While 26% of PLWHA were diagnosed when they were under age 30, only 9% were under age 30 as of December 31, 2008. This trend is consistent across EMSA jurisdictions. While increases in new HIV diagnoses have been seen among older adults according to the CDC, advancements in highly active anti-retroviral therapy have allowed many people to live longer, thereby increasing the number PLWHA in the older age groups.

Figure 2.3: DC EMSA, Age of PLWHA, 2008, N=29,073



Persons of color accounted for 82% of persons living with HIV/AIDS in the EMSA. Of persons living with HIV/AIDS, 72% are Black, about 7% Hispanic, and 3% other race/ethnicity (Figure 2.4). Race distribution varies greatly by EMSA jurisdiction. Nearly 90% of PLWHA in the Maryland jurisdiction are Black. In contrast, only 31% of PLWHA in the West Virginia jurisdiction are Black. This is consistent with the overall racial/ethnic demographics of the state. Table 5 presents racial/ethnic distribution by jurisdiction.

Figure 2.4: DC EMSA, 2008 Race/Ethnicity of PLWHA, N=29,073

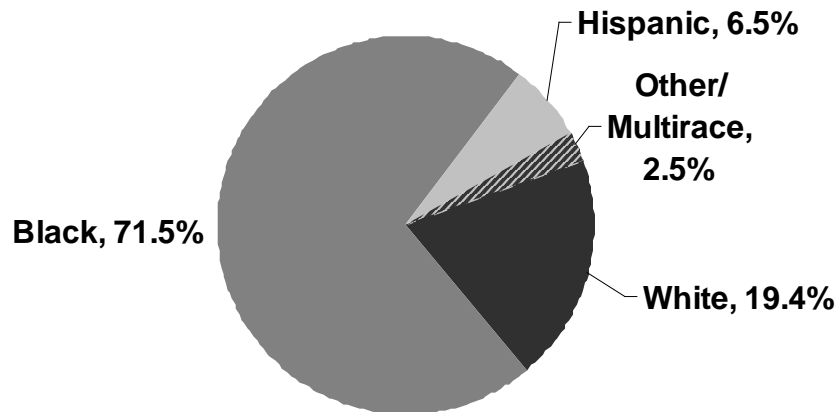


Table 2.1: Distribution of Living PLWHA by Race/Ethnicity and DC EMSA Jurisdiction, 2008

	DC		MD		VA		WV		EMSA	
	#	%	#	%	#	%	#	%	#	%
White	2,693	16%	460	8%	2,449	38%	42	66%	5,644	19%
African American or Black	12,723	76%	5,036	86%	3,021	47%	20	31%	20,800	72%
Latino/Hispanic	888	5%	266	5%	745	12%	2	3%	1,901	7%
Asian / Pacific Islander	93	1%	32	1%	139	2%	0	0%	264	1%
American Indian	13	0%	4	0%	3	0%	0	0%	20	0%
Other	349	2%	40	1%	55	1%	0	0%	444	2%
Total (Row %)	16,759	100%	5,838	100%	6,412	100%	64	100%	29,073	100%

The most common mode of transmission reported among PLWHA adults and adolescents PLWHA is men who have sex with men (37%), closely followed by heterosexual sex (26%) and injection drug use (14%).

People Living with HIV not-AIDS (PLWH)

As of December 31, 2008, there were 13,026 diagnosed and reported persons living with HIV (not AIDS) in the DC EMSA. Of these, 69% were male and 31% were female. People of color accounted for 79% of PLWH, with 69% identifying as Black, 7% as Hispanic, and 3% as other. Whites accounted for 21% of PLWH. In each EMSA jurisdiction, with the exception of West Virginia, people of color comprise the majority of PLWH. The largest portion, (59%) were between the ages of 30-49, while 25% were over the age of 50. By age at diagnosis, 83% were diagnosed between the ages of 20 and 49 and about 11% were age 50 and older at the time of diagnosis. The leading mode of transmission category for PLWH adult and adolescent was men who have sex with men accounting for 36% of cases, followed by heterosexual contact with 26%. About 9% of the cases identified injection drug use as the mode of transmission.

People Living With AIDS (PLWA)

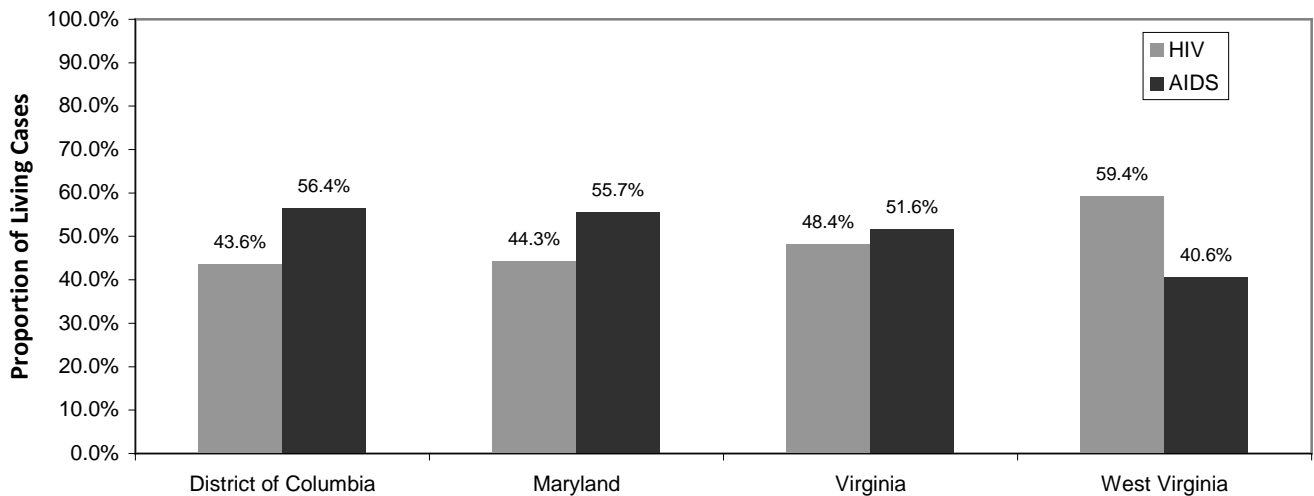
There were 16,047 diagnosed and reported persons in the EMSA living with AIDS as of December 31, 2008, accounting for 55% of PLWHA. More PLWA were male (73%) than female (27%). As with HIV, people of color are most severely impacted by AIDS, with 74% of AIDS cases among Blacks, 7% among Hispanics, and 1% among Asian/Pacific Islanders, with less than 1% other and the remaining 18% among whites. In the West Virginia jurisdiction, white PLWA accounted for 77% of AIDS cases. Whites in the Virginia jurisdiction accounted for 40% of PLWA. The largest mode of

transmission for adult and adolescent PLWA is men who have sex with men (38%) followed by heterosexual contact (26%) and injection drug use (22%). People living with AIDS tended to be older than people living with HIV (not AIDS), with 77% aged 40 and older in comparison to 60% of HIV (not AIDS) cases. Of all living AIDS cases, 54% are between the ages of 30-49 and 40% over the age of 50. About 1% of the living AIDS cases were pediatric cases at age of diagnosis and only 0.2% are currently under age 13.

Distribution of Persons Living with HIV and Persons Living with AIDS by Demographic Characteristic

By EMSA jurisdiction, reported PLWHA in the District and Maryland are more likely to be AIDS cases in comparison to Virginia where reported cases are about evenly distributed and West Virginia where cases are more like to be HIV only. These differences may be attributable to the relatively recent implementation of name-based HIV reporting in the District and Maryland. As these two HIV reporting systems mature, the completeness of HIV only case counts is expected to improve. Using CDC national estimates of persons living with HIV, HAHSTA estimates that there are approximately 19,424 PLWH in the District. This estimate includes persons who may not be aware of their HIV status. According to the CDC and the DC National HIV Behavioral Surveillance Study between 25-50% of PLWH living in the District do not know their status. As the District develops and implements programs to increase awareness of HIV status, the number of PLWH residents aware of their status and reported to the surveillance system is expected to rise.

Figure 2.5: Living and AIDS Cases Distribution by Jurisdiction, DC EMSA, 2008



Within each age group the likelihood of reported cases being AIDS defined increases with age as depicted in Figure 2.6.

Figure 2.6: Living and AIDS Case Distribution by Age Group, DC EMSA, 2008

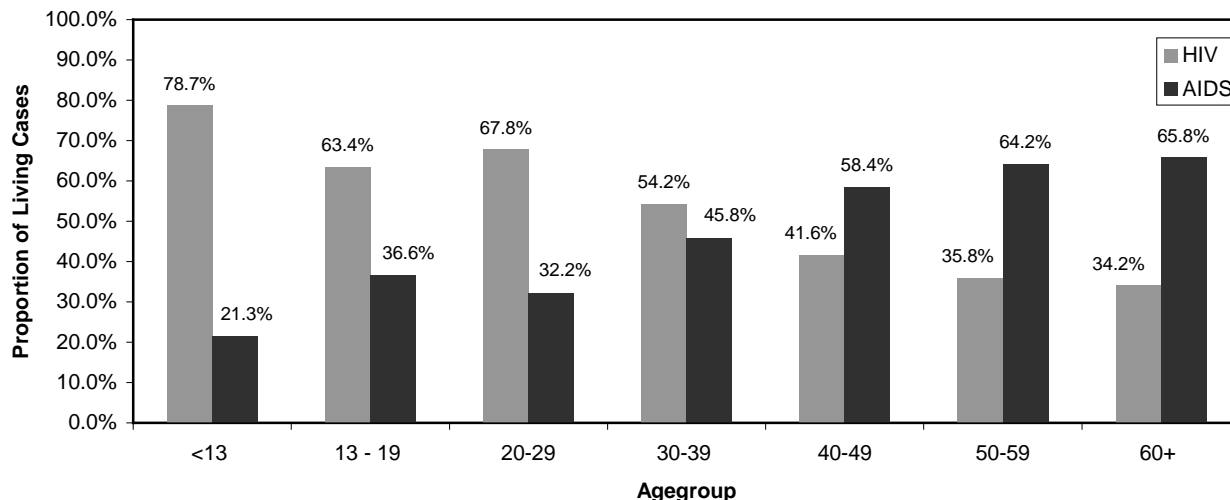
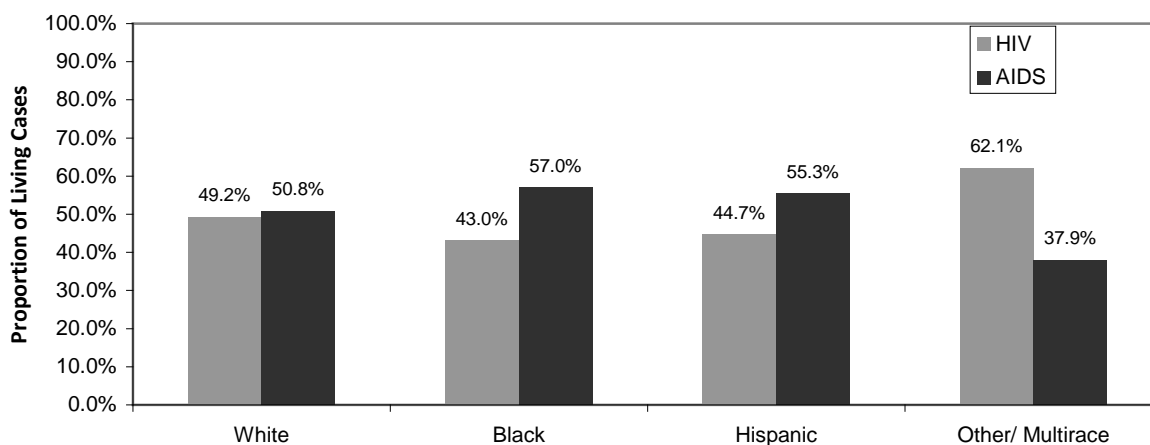


Figure 2.7 shows that by racial/ethnic group Black and Hispanic cases are more likely to be AIDS defined.

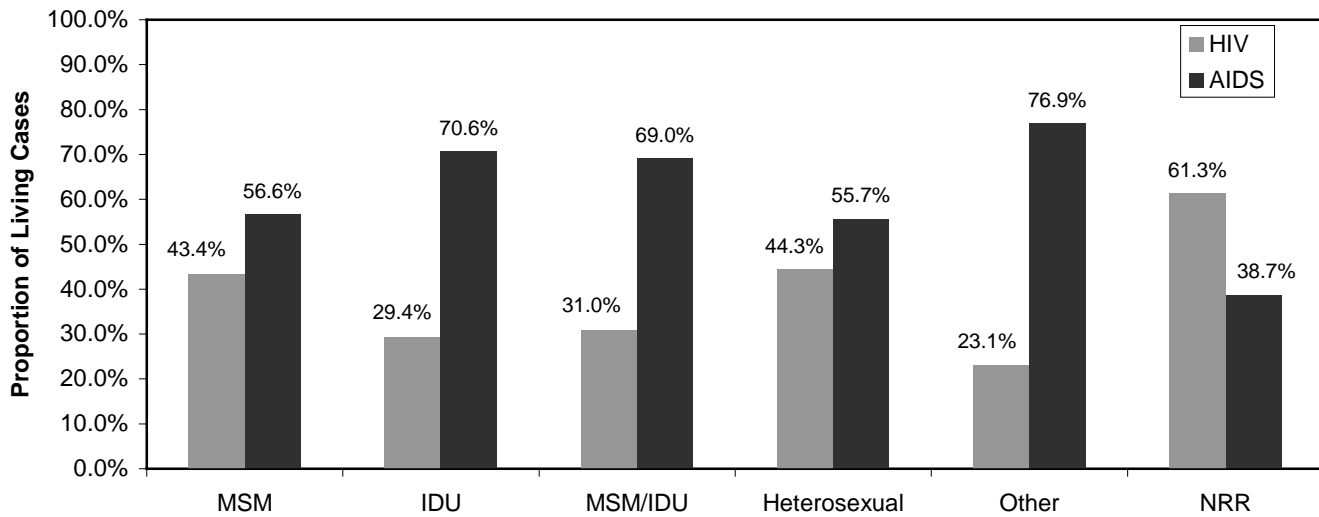
Figure 2.7: Living HIV and AIDS Case Distribution by Race/Ethnicity, DC EMSA, 2008



The proportion of PLWHA that have an AIDS diagnoses varies greatly by mode of transmission. Injection drug users (IDU) and men who have sex with men and inject drugs (MSM/IDU) were much more likely to be reported with an AIDS diagnosis with about 70% living with AIDS. Persons in the Other category are also more likely to have an AIDS diagnosis. These cases consist of persons infected by blood transfusions and/or blood products and have been living with HIV longer.

Persons in all mode of transmission were more likely to have an AIDS diagnosis with the exception of persons with no mode of transmission reported. Among that group 61% were PLWH.

Figure 2.8: Living and AIDS Case Distribution by Exposure Category, DC EMSA 2008

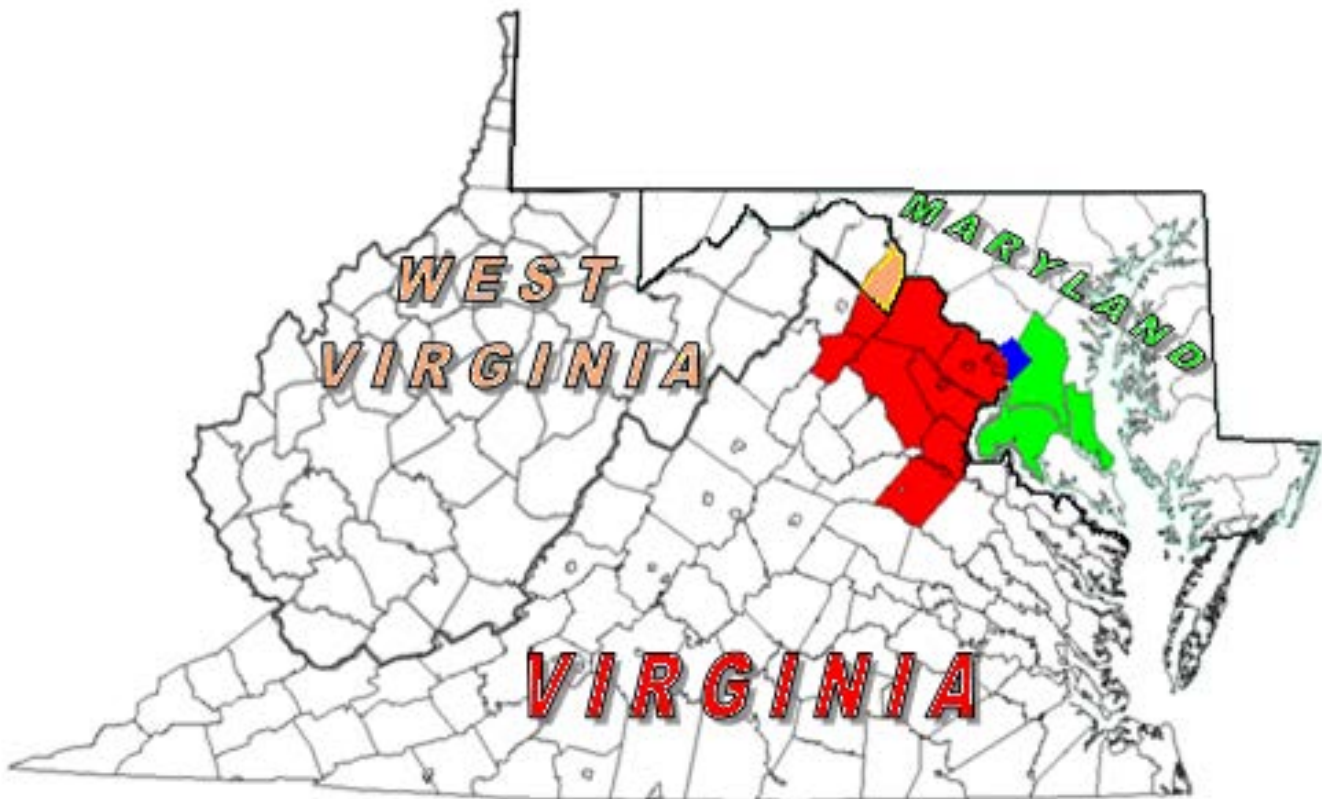


Chapter 3: System of HOPWA-Funded Housing and Housing Services

Chapter 3 describes the system of HOPWA funded housing and housing services in the EMSA including a review of the distribution of HOPWA in the EMSA, the role of the Grantee and the Administrative Agents, Project Sponsor profiles, and a EMSA housing inventory.

Services supported among the four jurisdictions vary somewhat based upon client need and the availability of other sources of funding for housing and housing-related services. The administrative agent in each jurisdiction is responsible for working within their community in conjunction with the HAHSTA to implement HOPWA funding to augment the regional housing continuum. Distribution of HOPWA across the Washington DC EMSA

Figure 3.1: HOPWA Washington D.C. Eligible Metropolitan Area



Grantee

DHCD is the Formula Grantee HOPWA for the Washington, DC EMSA. The mission of DHCD is to create and preserve opportunities for affordable housing and economic development and to revitalize underserved communities in the District of Columbia. HOPWA is administered by the HIV/AIDS, Hepatitis, STD & TB Administration (HAHSTA), formerly the HIV/AIDS Administration, of the District of Columbia Department of Health. The mission of HAHSTA is to prevent HIV/AIDS, STDs, Tuberculosis and Hepatitis, reduce transmission of the diseases and provide care and treatment to persons with the diseases. The HOPWA program goals are to reduce homelessness, minimize the risk of homelessness, increase housing stability and promote the general health and well-being of residents with HIV and their families.

The EMSA for the Washington DC Regional Metropolitan area includes the District of Columbia; portions of northern and northwest Virginia; three counties in suburban Maryland; and Jefferson County, West Virginia, and represents a subset of the CARE Act Part A eligible metropolitan area, also administered by HAHSTA. This puts HAHSTA in the unique position of administering housing programs across parts of four states each operating within unique local housing and medical continua of care. HAHSTA contracts out with administrative agents or sub-recipients in each of the Suburban Jurisdictions comprised in the EMSA. The administrative agents, in turn will sub-contract with local service providers based on the community needs and in conjunction with statewide housing Action Plans applicable to the region.

HAHSTA is responsible for distribution of HOPWA funds to the jurisdictions. HAHSTA distributes these funds to each jurisdiction based on cumulative AIDS case rates, the impact of distribution on overall housing stability within the EMSA; and each jurisdiction's ability to expend the allocation in previous years. In FY 2013, the distribution to each jurisdiction is as follows:

Table 3.1: Distribution of HOPWA Funds in Washington D.C. EMSA, (October 1, 2012 – September 30, 2013)

	Program Cost	Administrative Cost	Project Sponsor Administration	TOTAL	% of Overall Award
Washington DC	7,367,996	245,633	573,144	8,187,773	60.1%
Northern Virginia	2,292,849	76,428	178,333	2,547,610	18.7%
Suburban Maryland	2,476,768	82,559	192,637	2,751,964	20.2%
West Virginia	122,612	4,087	9536	136,235	1.0%
	12,261,224	366,406	854,946	13,623,582	100.00%

The basis for the administration of the HOPWA program is coordination of the five-year Consolidated Housing Plan, the Annual Action Plan, and the Consolidated Annual Performance and Evaluation Report (CAPER). HAHSTA provides overall leadership in the development and implementation of these planning tools. Working with the administrative agents, HAHSTA sets EMSA wide programmatic and fiscal goals; provides technical assistance to the administrative agents and Project Sponsors EMSA wide; ensures that the system of housing care EMSA wide meets legislative requirements; and collaborates with the US Housing and Urban Development (HUD). HAHSTA monitors the administrative agents for programmatic and fiscal compliance by reviewing quarterly programmatic reports, conducting annual site visits, facilitating monthly teleconferences, and providing technical assistance as needed.

In FY 2011, HUD awarded the EMSA \$13,795,546 in HOPWA funds for the implementation of HIV/AIDS housing programs. However in FY 2011, the Washington DC EMSA spent \$11,654,967 in support and housing services. The difference is attributable to the lack of affordable housing resources. Despite these efforts, the EMSA experienced an increase in clients in need but an increase in the FMR in the area has increased the difficulty in finding affordable space. This has resulted in long waiting lists for many HOPWA programs. HAHSTA expects that by the end of FY 2013 those unexpended dollars from prior years will have been fully spent and without an increase in federal funding will lead to an increase in the current wait list.

HAHSTA awards sub-grants to project sponsors in the District through a competitive Request for Application (RFA) process. In 2012, HAHSTA supported 13 agencies. These agencies provided the following services in the District of Columbia:

- Tenant Based Rental Assistance (TBRA)
- Project Based Rental Assistance (PBRA or Supportive Housing)
- Short-Term, Rent, Mortgage, and Utility Assistance (STRMU)
- Housing Information and Referral Services: Intake, Assessment, and linkage services
- Support Services: Housing case management, a job readiness program, and a day program

Administrative Agencies

HIV/AIDS, Hepatitis, STD & TB Administration (HAHSTA)

Based on cumulative AIDS cases, the District receives approximately 60.1% of the overall EMSA award for housing and housing-related services. HAHSTA oversees HOPWA programs both fiscally and programmatically to ensure coordination within the overall housing continuum of care, efficiency in service delivery, and compliance with federal and local regulations. HAHSTA awards sub-grants with community partners through a competitive process. Periodically, HAHSTA issues a RFA. Independent reviewers rank applications based on objective criteria. The Director of the Department of Health makes final decisions based on the ranking of each application, the history of programmatic performance, and the need for services within the continuum of care.

In addition, to ensure that HOPWA services are delivered high-quality services consistent with local and federal laws, HAHSTA provides oversight and technical assistance. Two project officers specializing in housing provide programmatic oversight for all of the HOPWA providers. The programmatic monitoring process includes review of monthly programmatic reports, annual site visits, and individualized technical assistance as needed. Grants management specialists provide fiscal oversight for the HOPWA providers. The fiscal oversight process includes monthly review of invoices and source documentation, annual site visits, and technical assistance as needed. The goal of monitoring is to ensure capacity to provide high quality services. Monitoring also includes technical assistance, remediation and/or corrective action if a provider fails to meet programmatic or fiscal targets.

Prince George County Department of Housing Authority (Suburban Maryland)

The HOPWA program in Suburban Maryland comprises services to Prince George's, Calvert, and Charles Counties. In FY 2011, Maryland sub-contracted out with two project sponsors to deliver the following services:

- TBRA
- STRMU

The Housing Authority distributes funds to Calvert and Charles Counties using cumulative AIDS case ratios as the basis for the award. The Housing Authority has chosen two vendors as Project Sponsors for the HOPWA program and implements contracts with those vendors. In addition to choosing and implementing contracts, the Housing Authority monitors the Project Sponsors fiscal and programmatic compliance. This includes review of monthly program reports, annual site visits, and examination of monthly invoices and source documentation.

HOPWA programs in Suburban Maryland are operated in collaboration with a broader continuum of care that helps clients to meet their daily needs for housing, mental health, substance abuse and other support services. The priorities and allocations of the Suburban Maryland region correlate with those of the Washington, D.C. Eligible Metropolitan Area.

Northern Virginia Regional Commission (NVRC)

NVRC is a state-chartered, council of local governments, which exists to help localities in Northern Virginia plan more effectively for their future. NVRC acts as a convener, neutral forum, technical assistant, staff support, and in the case of HOPWA, the fiduciary agent receiving funds on behalf of Virginia localities within Metro Washington EMSA. The Northern and Northwest Virginia portion of the EMSA serves the counties of Arlington, Clarke, Fairfax, Fauquier, Loudoun, Prince William, Spotsylvania, Stafford, and Warren and the cities of Alexandria, Fairfax, Falls Church, Fredericksburg, Manassas, and Manassas Park. NVRC directly operates the Housing Information and Referrals services program and funds 6 sub-grants to community-based organizations and local housing authorities to provide the following services:

- TBRA
- STRMU
- Facility Operations
- Housing Information and Referral Services: Internet housing resource database, intake, assessment and linkage services
- Support Services: legal services, benefits counseling, case management and transportation

In the Northern Virginia area there are a limited number of organizations with the capacity to provide HOPWA services. NVRC works continually throughout the year to build capacity with regional organizations. Each fiscal year, NVRC initiates contracts with Project Sponsors based on the overall need and jurisdictional HOPWA goals. NVRC monitors fiscal and programmatic compliance through reviews of monthly programmatic reports, annual site visits, and examination of monthly invoices and supporting documentation.

Besides being the sub-recipient for HOPWA services in the Virginia jurisdiction, NVRC is also the administrative agent for the distribution of Ryan White CARE Act Part A funding in the region. As a result, the NVRC is able to broadly assess the comprehensive needs of clients in the region and coordinate housing and medical services into a fuller continuum of care for residents of the region.

West Virginia AIDS Network of the Tri-State Area

The Community Networks, Inc (CNI) is sub-recipient for HOPWA services in Jefferson County, West Virginia. In FY 2009, ANTS delivered the following services:

- TBRA
- STRMU
- Support Services: Housing case management and transportation services

CNI acts as the administrative agent for the Ryan White CARE Act Part A as well as the sub-recipient for HOPWA funding for the West Virginia jurisdiction of the Washington DC EMSA. Unusually, CNI operates both as a sub-recipient and as a Project Sponsor providing administrative oversight for the region and direct services to clients. Currently Jefferson County, West Virginia is the only jurisdiction in the EMSA not experiencing waiting lists for TBRA and STRMU.

Entry into Housing Care and Linkages to Support Services

District of Columbia and Suburban Maryland

The District of Columbia and the Suburban Maryland HOPWA programs utilize a consolidated “single point of entry” program as the primary entry for all clients needing HOPWA assistance. This program is called the Metropolitan Housing Access Program (MHAP). MHAP services include:

- Eligibility assessment and data collection
- Linkages to other available housing programs and services
- Client intake and enrollment services
- Online access to HOPWA housing applications
- Links to the DHCD online housing search engine and other housing resources lists.
- Active engagement and contact for clients on the TBRA waiting list
- Resource linkage for those on the waiting list

Clients can submit applications for assistance either through a case management program or eligibility specialists located within the MHAP. The MHAP collaborates with case management systems primarily funded through the Ryan White CARE Act to ensure that applications are readily available and the documentation requirements clearly explained. As part of the application process, all clients are assessed for support services needs and appropriately linked to health and housing services as needed.

In the District, there is also another way clients may enter into the HOPWA system. Several providers operate emergency or transitional facility-based housing (FBH) programs. In order to best serve clients in immediate need many programs accept clients from a variety of referral sources including hospitals, substance abuse treatment facilities, homeless shelters, and HIV primary care providers among other providers. In these instances, the FBH Project Sponsor will assess for eligibility and submit an application and eligibility information to the MHAP within 30-days of accepting the client.

Northern Virginia

Clients may submit applications through the HIV Resource Project operated and maintained by NVRC. Clients may access The HIV Resource Project through an interactive web site (<http://www.novaregion.org/index.aspx?NID=377>) or by contacting a resource specialist by telephone. Services available through the HIV Resource Project include:

- Eligibility assessment and data collection
- Assessment for support services needs and linkages to other available housing programs and services
- Client intake and enrollment services
- Online access to HOPWA housing applications
- Links to electronic apartment searches.

- Active engagement and contact for clients on the TBRA waiting list
- Resource linkages for those on the waiting list

Clients may also access the program through one of the NVRC Project Sponsors who are contracted to provide HOPWA services or will refer the client to the Housing Information and Referral program for additional resources.

West Virginia

The Administrative Agent in West Virginia is also the primary support services provider in this rural community. As such, CNI has developed referral relationships with other non-profit organizations serving both HIV positive persons and/or homeless persons. Once a client is referred to CNI, the individual is assessed for eligibility and for medical and housing needs. The case manager develops an individualized treatment plan with the client that includes linkages to resources including non-HOPWA funded housing programs, a housing plan for stability, and applications for HOPWA programs. Currently, there is no waiting list for services in Jefferson County.

Successes in the System

Maximized fiscal capacity

Over the last five-years, HAHSTA and the Administrative Agents have worked diligently to improve upon its fiscal oversight in order to maximize capacity and ensure that annual dollar award is fully spent within the fiscal year. In prior years, the EMSA struggled to maximize systems in order to fully expend HOPWA dollars. The EMSA not only expanded programmatic and fiscal systems to fully expend all dollars awarded to the EMSA, but was able to address increasing client needs by utilizing dollars unspent in prior fiscal years. As a result, the EMSA has almost completely spent previous year's under-expenditures. Going forward there are no more unexpended dollars from previous years available to assist in meeting current housing needs. Because need outstrips funding, the only way for the EMSA to meet the housing needs of residents would be with additional dollars.

Current budgetary planning for EMSA ensures fiscal capacity will remain in place for FY 2011 and is targeting housing needs. HAHSTA examined the needs of clients requesting HOPWA services and based on increased waiting lists for all housing assistance programs decided to prioritize those services that primarily assist clients with housing costs and cannot be accessed with increased coordination within the continuum of care. In order to do this HAHSTA decided to leverage existing support services dollars and focus the annual HOPWA award toward housing costs.

Streamlined Single Point of Entry and Single Point of Payment for TBRA

Over the last several years, HAHSTA and the Administrative Agent in Maryland began the process of streamlining TBRA and STRMU delivery processes in the District and in Maryland. This included both a Single Point of Entry for clients requesting services and a Single Point of Payment for processing and payment of rent subsidies and payment checks. Over FY 2009, HAHSTA finished the implementation of these systemic changes. The new Single Point of Entry program is called the Metropolitan Housing Access Program (MHAP). Providers indicated in the Housing Inventory Survey completed as part of the Consolidated Plan that the MHAP program reduces barriers to client participation by consolidating resources, reducing administrative costs and ensuring that clients can access housing in one central location.

In addition to improving services through MHAP, HAHSTA and the Prince George's County Housing Authority successfully transferred all clients receiving a TBRA voucher and/or awarded STRMU assistance to a single point of

payment program. HAHSTA and the Housing Authority maximized the number of dollars going into direct client programming by decreasing the amount of dollars required to administer the program. The single point of payment system also ensures that clients always know where to turn for questions about their TBRA voucher. For TBRA, services at the single point of payment include:

- Monthly processing and payment of TBRA vouchers
- Program orientation, program enrollment and assistance with establishing a rental lease for clients newly enrolled in TBRA
- Coordination with certified housing inspectors for the implementation of annual Housing Quality Standards inspections to ensure the safety of all clients receiving a TBRA voucher
- Annual re-certifications to assess continued client eligibility of clients enrolled in the program

Maximized access to housing services

Over the last several years HAHSTA in collaboration with the Administrative Agents made a series of strategic programmatic changes to improve clients' ability to manage their own housing needs and to maximize their access to housing services.

HAHSTA worked with community partners to increase the flexibility of the application process for HOPWA assistance programs by eliminating the need to apply through case management systems and by providing universal access to applications through Internet links and expanded application assistance through the Metropolitan Housing Access Program (MHAP) for the District of Columbia and Maryland and through the HIV Resources Project in Northern Virginia.

HAHSTA also worked with MHAP to increase program support for clients in the District of Columbia to begin actively managing clients on TBRA and FBH waiting lists with the goal of expanding access to services beyond HOPWA funded programming and providing homeless prevention services for clients not currently able to access TBRA or FBH programs. This also included improving coordination for clients by linking the websites for the MHAP to the DHCD affordable housing search engine www.DCHousingsearch.org and encouraging both landlords and clients to use the system.

In Northern and Northwest Virginia, the NVRC similarly increased active support for clients on the TBRA waitlist through the HIV Resources Project (<http://www.novaregion.org/index.aspx?nid=684>), an Internet resources center that includes an affordable housing search engine and links to local housing and medical resources. The HIV Resources Project now includes staff to actively engage and support clients on the waiting list through increased contact, on-going needs assessment and resources linkage.

In addition, the EMSA eliminated the monthly case management home visit required for all TBRA clients and targeted case management services to those most in need. HAHSTA and the Administrative Agents worked to improve linkage for support services to non-HOPWA funded programs such as Ryan White Case Management and the District Department of Employment Services (DOES). In addition in the District of Columbia, the Ryan White Planning Council and HAHSTA tied housing need and assessment to the newly developed medical case management acuity scale. By incorporating housing into the medical case management acuity scale, HAHSTA ensures that clients needing housing support are adequately linked to medical services and that the scale incorporates each client's ability to access safe, affordable housing into the level of case management services received. The Administrative Agents in each jurisdiction are currently working with local planning bodies associated with the Planning Council to adopt similar tools that will ensure that housing assessments are routinely included in case management protocols.

Optimized Use of Housing Information and Referral Services

Housing Information and Referral services are an integral part of the overall housing system for the District, Maryland and for Northern Virginia. Housing information and referrals services includes a broad spectrum of programs that provide information exchange around housing and housing-related services; assessments for individual client needs; and referral and linkage to alternate support and housing services for clients both engaged in housing services and on the TBRA and FBH waiting list.

In the District of Columbia the focus shifted to include an active management process for clients on the waiting list. These services include increased provider contact to ensure clients remain engaged in services, to assess clients' current housing needs, and to facilitate resource linkages. In FY 2013, the EMSA plans to expand these services to clients on the Maryland waiting list for TBRA.

In addition, the District and Suburban Maryland increased client access to HOPWA programs as well as other leveraged housing services through the MHAP web site:<http://www.housingetc.org/gatekeep.htm>.

In Virginia, housing information services were expanded to include improved services to clients on the waitlist for TBRA, Supportive Housing and STRMU. Staff from the HIV Resource Project maintains monthly contact with clients on the waitlist to assess risk and provide linkage to non-HOPWA funded services within the continuum of care.

Ensure quality housing options

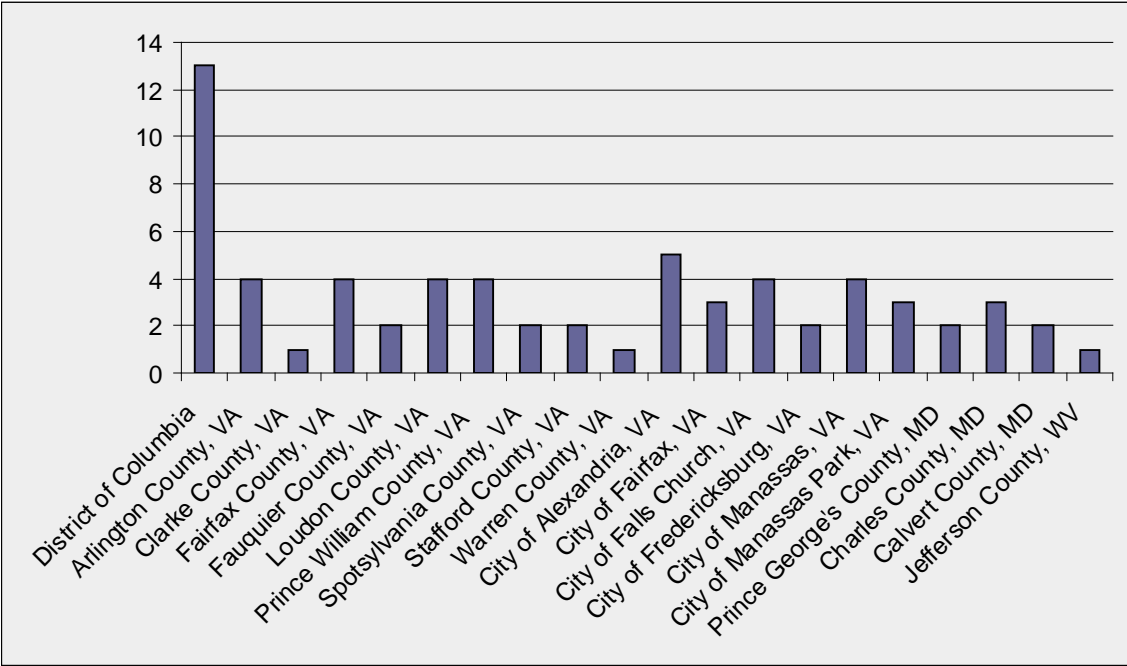
Despite increased demand for all forms of HOPWA funded housing assistance over the last several years, HAHSTA and the Administrative Agents were able to ensure quality housing options for those in HOPWA programs and to improve access for those on the waiting lists.

In FY 2013, the EMSA was able to maintain the level of FBH options to clients across all jurisdictions. Although the combination of increased need and decreased transitioning of clients into long-term, non-HOPWA funded permanent housing programs has led to an increase in waiting lists, the restructuring of support services completed in FY 2012 will ensure that in FY 2013 clients receiving a TBRA or Supportive Housing subsidy remain housed.

Provider Profiles

Throughout the EMSA, twenty (20) different Project Sponsors operate services using HOPWA funds. Below is a short description of each funded Project Sponsor by jurisdiction along with a table showing their HOPWA programmatic targets. If a program has targets specifically for individuals or families it is indicated in the table, otherwise the target listed under "total" is the total number of households to be served regardless of whether the household is an individual or a family. Attachment 4 includes a more detailed housing inventory that includes geographic service area, other funding sources and programs available to clients of the organization, and HOPWA program targets. Figure 3.2 shows the number of Project Sponsors by service area in the EMSA for FY 2012.

Figure 3.2: Number of Project Sponsors by Service Area in the EMSA, FY 2010



District of Columbia Provider Profiles

During FY 2012, the District of Columbia implemented sub-grants with thirteen (11) Project Sponsors. Services included Housing Information and referral services, TBRA, STRMU, Support Services, and FBH.

Community Family Life Services

Community Family Life Services (CFLS) operates support services within a Facility-Based Housing program. The CFLS mission is to provide clients with the tools they need to move themselves beyond poverty and homelessness into permanent self-sufficiency. CFLS has two primary goals: (1) to provide short-term crisis assistance, and (2) to empower families and individuals to change their lives over the long term. The CFLS focus is on addressing the needs of low-income and homeless families and individuals in the District, addressing the multiplicity of factors that contribute to poverty through accurate and thorough assessments at intake and through the provision of support services.

Community Family Life Services HOPWA Funded Units			
Program	Individual	Family	Total
Transitional FBH	10		17
Facility Based Support Services	10		10

Greater Washington Urban League

The League is a major nonpartisan, nonprofit social services and civil rights organization operating in the District metropolitan area. The League's mission is to increase the economic and political empowerment of blacks and other minorities and to help all Americans share equally in the responsibilities and rewards of full citizenship. In the District, the League is the single point of payment for TBRA services. The program is responsible for paying monthly TBRA subsidies for all enrolled clients in the District, annually re-assessing the client for eligibility, and arranging with a certified housing inspector for all clients to receive an annual Housing Quality Standards (HQS) inspection.

Greater Washington Urban League HOPWA Funded Units			
Program	Individual	Family	Total
TBRA			349
HQS Inspections			800

Homes for Hope, Inc

Homes For Hope is a non profit supportive housing agency offering comprehensive case management, mental health and substance abuse recovery services as well as job skills training to assist residents to move from homelessness and instability to stable housing and independence. Homes for Hope operates a facility based housing transitional housing program in the District.

Homes for Hope HOPWA Funded Units			
Program	Individual	Family	Total
Transitional FBH	8		8

Housing Counseling Services

Housing Counseling Services provides comprehensive housing counseling services in the District of Columbia. Housing counselors/trainers assist primarily low-income tenants and homeowners to address various housing related issues including landlord/tenant disputes, emergency rental assistance, and first time home buyer counseling. Housing Counseling Services' mission is to build the capacity of individuals and groups for the physical development of their homes as well as the economic and social development of their neighborhoods.

Housing Counseling Services HOPWA Funded Units			
Program	Individual	Family	Total
Housing Information and Referral Services			200

Support Services- Single Point of Entry			350
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Cornerstone Community, Inc

Cornerstone Community Inc. is a nonprofit supportive housing agency offering comprehensive case management services to formerly homeless men and women in metropolitan Washington DC and assist residents to move from homelessness and instability to stable housing and independence. Cornerstone community operates a facility based housing transitional housing program in the District.

Homes for Hope HOPWA Funded Units			
Program	Individual	Family	Total
Transitional FBH	8		8

Joseph's House

The mission of Joseph's House is to provide a home, nursing services, and community for formerly homeless men and women in metropolitan Washington DC who are terminally ill and in the last weeks or months of their illness. Joseph's House utilizes HOPWA funding to provide housing and compassionate care for men and women who are homeless with AIDS in the District and need support services and skilled end-of-life care.

Joseph's House HOPWA Funded Units			
Program	Individual	Family	Total
Long-term supportive FBH	28		28
Facility Based Support Services	28		28

Miriam's House

The mission of Miriam's House is to provide a dynamic residential community for women living with HIV disease that empowers recovery from homelessness, disease and addictions in an environment of compassion, integrity, and accountability. Miriam's House provides permanent supportive housing for homeless women living with HIV disease; most with other medical issues, addictions, and mental health challenges.

Miriam's House HOPWA Funded Units			
Program	Individual	Family	Total
Transitional FBH	22		22
Facility Based Support Services	22		22

Our Place DC

Our Place DC operates an emergency FBH program. The mission of Our Place is to support women who are or have been in the criminal justice system by providing the resources they need to maintain connections with the community, resettle after incarceration, and reconcile with their families. Our Place helps women remain drug and alcohol free, obtain decent housing and jobs, gain access to education, secure resources for their children, and maintain physical and emotional health. The goal is to close an existing gap in resources for women who have been incarcerated in order to decrease recidivism.

Our Place, DC HOPWA Funded Units			
Program	Individual	Family	Total
Emergency FBH	24		24
Facility Based Support Services	24		24

Regional Addiction Prevention, Inc.

Regional Addiction Prevention, Inc.'s mission is to empower individuals to choose a productive life over addiction; to teach the behavioral skills, attitudes and values necessary to prosper physically, emotionally and spiritually; and to reconnect clients to love ones and to their community with a new appreciation of self and social responsibilities. Regional Addiction Prevention, Inc. operates the Galiber House, a facility based housing program with both emergency and transitional beds. Through leveraged funding, clients at the Galiber House also have access to medical care, mental health counseling, support services, and substance abuse treatment services.

Regional Addiction Prevention HOPWA Funded Units			
Program	Individual	Family	Total

Emergency FBH	40		40
Transitional FBH	53		53
Facility Based Support Services	93		93

Transgender Health Empowerment, Inc

The mission of Transgender Health Empowerment Inc. is to enhance the quality of life for diverse transgender populations through advocacy and through direct service provision including health and social services. In fulfilling this mission, Transgender Health Empowerment seeks to unify and empower the transgender, lesbian, gay, and bisexual communities. Trained and dedicated staff work with each client to assess his or her individual needs, and develop mutually agreed on client-focused plans and services designed to address these needs. Transgender Health Empowerment operates a facility based housing program with both emergency and transitional beds. Clients of the HOPWA program also receive case management and job readiness training. .

Transgender Health Empowerment HOPWA Funded Units			
Program	Individual	Family	Total
Emergency FBH	12		12
Transitional FBH	10		10
Facility Based Support Services	22		22

Suburban Maryland Provider Profiles

During FY 2012, Suburban Maryland contracts with two providers to deliver services in the jurisdiction.

Greater Washington Urban League

The League overall mission is the same for Suburban Maryland as for the District of Columbia. In Maryland, the League is the single point of payment for TBRA and for STRMU services. The program is responsible for paying month TBRA subsidies for all enrolled clients in the Maryland, annually re-assessing the client for eligibility, and arranging with a certified housing inspector for all clients to receive an annual Housing Quality Standards (HQS) inspection. In addition the League manages a monthly budget for STRMU services in suburban Maryland as well as writing and distributing checks to the creditors of approved clients.

Greater Washington Urban League HOPWA Funded Units

Program	Individual	Family	Total
TBRA			172
STRMU			87

Southern Maryland Tri-County Community Action Committee, Inc

The Southern Maryland Tri-County Community Action Committee is a private non-profit organization committed to combating poverty in Southern Maryland. The Southern Maryland Tri-County Community Action Committee strives to provide a variety of self-sufficiency services to the residents of Calvert, Charles, and St. Mary's Counties. The mission of the Committee is to provide services for eligible citizens that alleviate the causes and conditions of poverty, promote upward mobility, and enrich the quality of life.

Southern Maryland Tri-County Community Action Committee, Inc. HOPWA Funded Units			
Program	Individual	Family	Total
TBRA			10

Northern Virginia Provider Profiles

Legal Services of Northern Virginia

The mission of Legal Services of Northern Virginia is to help promote a more just community by providing free, high-quality legal services to low-income residents of Northern Virginia who, without legal assistance, face the loss or deprivation of a critical human need such as food, shelter, medical care, income, education, family stability, or personal safety. Legal Services of Northern Virginia seeks to achieve equal access to justice and to provide hope and empowerment. Legal Services of Northern Virginia serves all of the cities and counties incorporated within the Northern Virginia jurisdiction with the exception of Clarke County.

Legal Services of Northern Virginia HOPWA Funded Units			
Program	Individual	Family	Total
Legal Services			100
Benefits Assessment			120

Northern Virginia AIDS Ministry

Northern Virginia AIDS Ministry provides HIV prevention education, with focus upon youth ages 14-14, throughout Northern Virginia through a variety of targeted programs. The agency also provides services to youth living with HIV/AIDS, low income families with children living with HIV/AIDS, and assisted transportation to low income, uninsured persons with HIV/AIDS of all ages. The Northern Virginia AIDS Ministry serves 10 of 15 cities and/or counties that comprise the Northern Virginia portion of the EMSA.

Northern Virginia AIDS Ministry HOPWA Funded Units			
Program	Individual	Family	Total
Support Services-Transportation	400		400
Support Services-Case Management		14	25

Northern Virginia Family Services

The mission of the Northern Virginia Family Services is to empower individuals and families to improve their quality of life and to promote community cooperation and support in responding to family needs. Through an array of targeted programs and services, Northern Virginia Family Services advocates for, encourages, teaches and empowers vulnerable individuals and families to become healthy, self-sufficient, contributing members of the community in which they live. Northern Virginia Family Services offers through leveraged funding Healthy Families and Early Head Start/Head Start programs, foster care, counseling, multicultural human services, housing support services, health access, job training, financial services, and more. Through HOPWA, Northern Virginia Family Services operates STRMU and TBRA programs that serve the entire Northern Virginia jurisdiction.

Northern Virginia Family Services HOPWA Funded Units			
Program	Individual	Family	Total
STRMU			63
TBRA			53

Prince William County (PWC) Office of Housing and Community Development's The mission of the Prince William County Office of Housing and Community Development is to develop affordable housing opportunities and neighborhood resources for low and moderate income area residents by implementing appropriate policies and programs. The Prince William County Office of Housing and Community Development is a local housing authority offering an array of housing counseling and support programs including HOPWA funded TBRA for residents of Prince William County, Virginia.

**Prince William County Office of Housing and
Community Development**

HOPWA Funded Units			
Program	Individual	Family	Total
TBRA			22

Wesley Housing Development Corporation

Wesley Housing Development Corporation's mission is to develop, own, operate, preserve, and maintain affordable housing and sustain quality communities for low- and moderate- income persons in Northern Virginia. Wesley Housing goes beyond providing affordable housing by offering a range of support services for the children, adults, seniors, and disabled individuals served by the organization. The goal is to provide those individuals and families with highest needs, onsite resident services designed to enable tenants to move up and out of poverty, to live independently with disabilities, and to age in place.

Wesley Housing Development Corporation HOPWA Funded Units			
Program	Individual	Family	Total
Long-Term FBH			12

West Virginia Provider Profiles

Community Network, Inc.

The mission statement of CNI is: "Your Community resource for STD/HIV/AIDS prevention education and client services, assistance, education and support." The CNI is the Washington DC EMA jurisdictional agent and service provider for HOPWA in West Virginia. Its goals are to provide medical services and support services to HIV-infected persons living in the Eastern Panhandle of West Virginia. By providing these services, CNI has the goal of keeping those persons in medical care and maintaining a healthy productive life.

AIDS Network of the Tri-State Area HOPWA Funded Units			
Program	Individual	Family	Total
Support Services			18
STRMU			6
Permanent Housing Placement			1
TBRA			6

Housing Services Inventory

In order to examine the overall system of care and to determine gaps in services, HAHSTA developed a housing inventory utilizing surveys completed by the Project Sponsors and the Administrative agents. Based on the services funded in the EMSA, the continuum was analyzed in terms of long-term housing options, short-term emergency or transitional housing, and STRMU programs.

Long Term Rental Subsidy Programs

Long term housing was the primary funded service throughout the EMSA. All jurisdictions funded TBRA assistance for a total capacity of 613 clients. Funding has not kept pace with the HIV rates in the Washington DC EMSA. HOPWA in the Washington DC EMSA has experienced prolonged client usage in long-term programming, decreased client turnover, and a lack of capacity across other locally or federally funded programs to accommodate clients. During FY 2012, the waiting list for TBRA services, for example, reached 1001 people in the District of Columbia, 208 in northern and northwest Virginia, and 145 in Suburban Maryland. As a result of the TBRA waitlist, all other HOPWA programs experienced increased use and a lack of options for moving people into long-term support programs. In the District of Columbia in FY 2011 only 5 clients transitioned from the waiting list into TBRA, only 28 clients moved off the waiting list into TBRA in Northern and Northwest Virginia, and no new clients were enrolled into TBRA in Suburban Maryland. Transitional and emergency housing programs had trouble moving clients into more permanent programming; and, the STRMU allocation in the District of Columbia was fully expended three months before the end of FY 2011. HOPWA funding to assist clients in the Washington EMSA has not increased proportionately for HAHSTA to meet the needs of the residents of the EMSA. Table 3.2 shows the Housing Inventory for Tenant Based Rental Assistance for the EMSA.

Table 3.2: Tenant-Based Rental Assistance

Project Sponsor	Program	Funding				Housing Type			Jurisdiction Served				Number of Units
		Other Federal	State	Local	Other	Facility	Single Family	Other	DC	VA	MD	WV	Total
Greater Washington Urban League	TBRA							X	X				350
Greater Washington Urban League	TBRA							X			X		172
Southern Maryland Tri-County Community Action Committee, Inc	TBRA	X	X	X				X			X		10
Community Network Inc.	TBRA	X						X				X	6
Prince William County Office of Housing and Community Development	TBRA	X	X		X			X		X			22
Northern Virginia Family Services	TBRA	X	X	X				X		X			53
Total												613	

The District of Columbia and Northern Virginia also funded facility operation costs and/or rental subsidies for a limited number of FBH programs that provide long-term supportive housing. In the District these programs focused on the needs of clients needing end-of-life care. In Virginia, HOPWA worked in conjunction with other housing funding to support the long term needs of individuals and families. Table 3.3 shows the housing inventory for long-term FBH programs.

Table 3.3: Facility Based Housing- Long-Term Supportive

Project Sponsor	Program	Funding				Housing Type			Jurisdiction Served				Number of Units		
		Other Federal	State	Local	Other	Facility	Single Family	Other	DC	VA	MD	WV	Individual	Family	Total
Joseph's House	Joseph's House	X			X	X			X				28		28
Wesley Housing Development Corporation	Agape House	X	X		X		X			X			8	4	12
Total												36	4	40	

Transitional and Emergency Housing

The next largest category of support was short-term FBH programs comprised of emergency programs (no more than 60-day stay) and transitional programs (no more than 2 years stay). These programs focused primarily on clients and/or families with special needs or circumstances.

Transitional and emergency housing programs have had trouble moving clients into more permanent programming due to the lack of TBRA and other long-term housing options in the EMSA. HOPWA funding to assist clients in the Washington EMSA has not increased proportionately for HAHSTA to meet the needs of the residents of the EMSA. Table 3.4 below shows the FBH short-term emergency and transitional housing inventory.

Table 3.4: Facility Based Housing- Transitional and Emergency.....

Project Sponsor	Program	Funding				Housing Type			Jurisdiction Served				Number of Units		
		Other Federal	State	Local	Other	Facility	Single	Other	DC	VA	MD	WV	Individual	Family	Total
Homes for Hope	Women's Transitional Housing Program	X		X		X			X				8		8
Extended Care	Transitional Housing Program					X			X					12	12
Damien Ministries	Damien House-Emergency	X				X			X				18		18
Transgender Health Empowerment, Inc	THE Emergency Program	X		X		X			X				12		12
Transgender Health Empowerment, Inc	THE Transitional Program	X		X		X			X				10		10
Regional Addiction Prevention, Inc	Galiber House-Emergency Beds	X	X	X	X	X			X				30		30
Regional Addiction Prevention, Inc	Laurel Facility Transitional Beds	X	X	X	X	X			X				21		21
Miracle Hands	Emergency House					X			X				60		60
Our Place DC	Camille's Place			X	X	X			X				24		24
Community Family Life Services	Transitional Housing	X	X			X			X				10		17
Miriam's House	Miriam's House	X			X	X			X				22		22
Total												211	12	234	

Short Term Rent, Mortgage and Utility Assistance

All of the jurisdictions funds STRMU programs. Currently the EMSA has capacity to serve 216 individuals. Because of the lack of availability in more permanent housing programs, renters with high cost burdens often find themselves in untenable situations without any good long-term housing options. As a result the number of requests for STRMU currently exceeds the EMSA capacity. In FY 2011, for example, the District of Columbia fully expended funds three months before the end of the fiscal year. Table 3.5 shows the STRMU inventory for the EMSA.

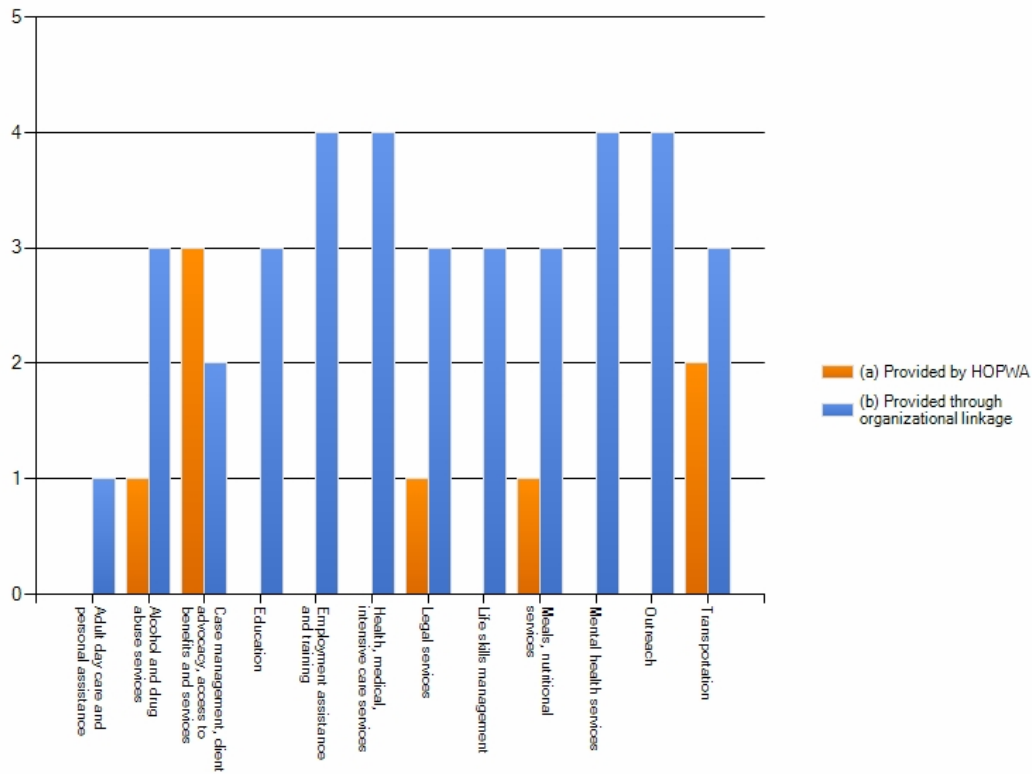
Table 3.5: Short-Term Rent, Mortgage, and Utility Assistance

Project Sponsor	Program	Funding				Housing Type			Jurisdiction Served				Number of Households
		Other Federal	State	Local	Other	Facility	Single Family	Other	DC	VA	MD	WV	
Greater Washington Urban League	STRMU							X			X		87
DC Care Consortium	STRMU	X		X				X	X				60
AIDS Network of the Tri-State Area	STRMU	X						X				X	6
Northern Virginia Family Services	STRMU	X	X	X				X		X			63
Total												216	

Housing Support Services Inventory

The current continuum of care in the Washington DC EMA provides a broad spectrum of support services either through direct service provision or through an organizational linkage with another service provider that includes all of the HOPWA-eligible support activities. The figure below shows the availability of support services offered to HOPWA clients in the EMSA.

Figure 3.3: Continuum of Support Services Available in the Four Jurisdictions in the EMSA, 2012*



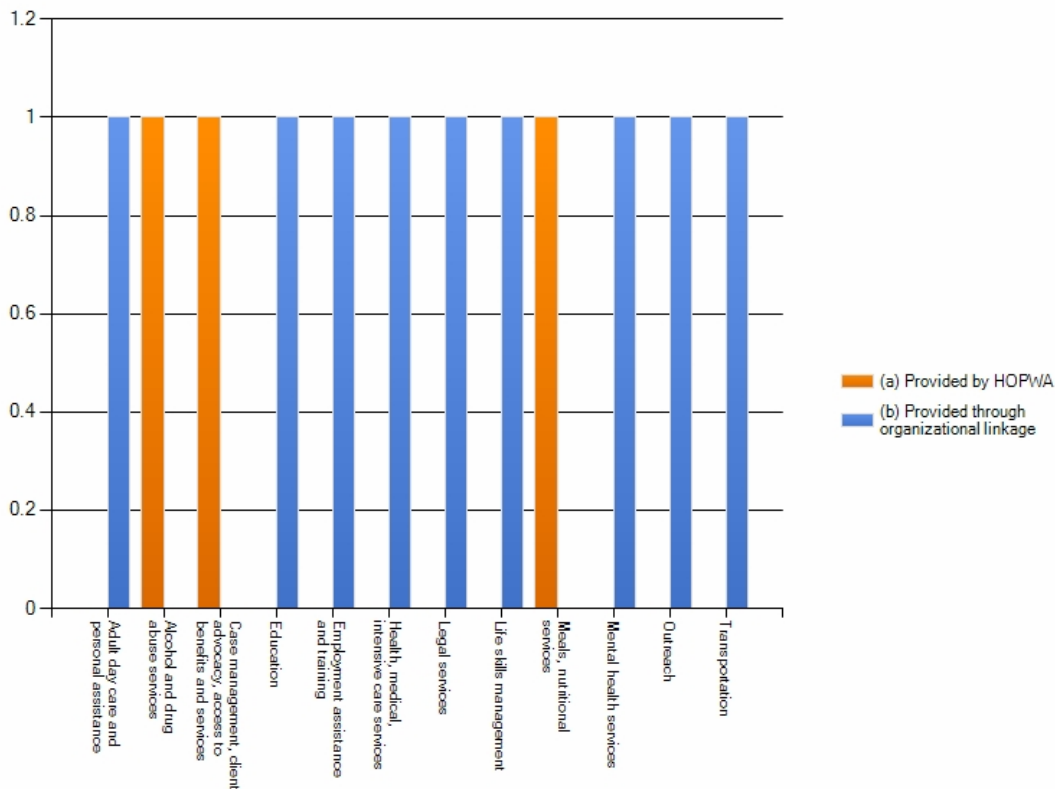
*Legend:
 Horizontal axis is the list of services provided either through direct HOPWA funding or through an organizational linkage.
 Vertical axis is the number of jurisdictions

HOPWA funding for support services varies throughout the jurisdictions. Each Administrative Agent funds support services directly with area Project Sponsors based on community need and the availability of support services through other funded sources.

Support Services in the District of Columbia

In the District, HAHSTA only funds support services for Project Sponsors operating FBH programs as those programs target individuals most at risk of chronic homelessness. Funded services include case management, nutritional services, substance abuse services, housing plan development assistance, and mental health counseling. Figure 3.4 shows the support services available in the District of Columbia either through HAHSTA or through an organizational linkage.

Figure 3.4: Continuum of Support Services Available in the District of Columbia, FY 2012



In the District a dramatic increase in requests for direct housing support necessitated a decrease in HOPWA funded support services and a corresponding increase in coordination and leveraging with other support services systems. According to a recent study completed by the DC Fiscal Policy Institute, 62% of households with incomes less than 30% of the Area Median Income (AMI) spent more than half of their income on housing in 2007.^{viii} In the Washington DC EMSA, nearly 95% of the HOPWA clients served in 2009 fell at or below 30% of the AMI^{ix}. As a result of these factors, a vast majority of PLWHA in the District require some sort of housing support in order to remain self-sufficient. In FY 2009, HAHSTA decided to address this dramatic increase in housing need by focusing the bulk of the allocation to the District on direct housing costs and by leveraging support services through other sources.

Over the course of FY 2011, HAHSTA engaged leadership at a variety of agencies across the city to assess at the availability of support services through other sources that could be leveraged and coordinated for clients utilizing HOPWA programming. Primary coordination took place through meetings with the Executive Office of the Mayor. Leadership at the Executive Office assisted HAHSTA in gaining a better understanding of the network of support services funded throughout the District. With their support, HAHSTA has engaged support services through:

- *Ryan White CARE Act Health Services.* Ryan White CARE Act support medical case management throughout the EMSA. By participating in stakeholder meetings in the District, Maryland, and Virginia, HAHSTA was able to include housing assessment as part of the medical case management acuity scale currently being implemented

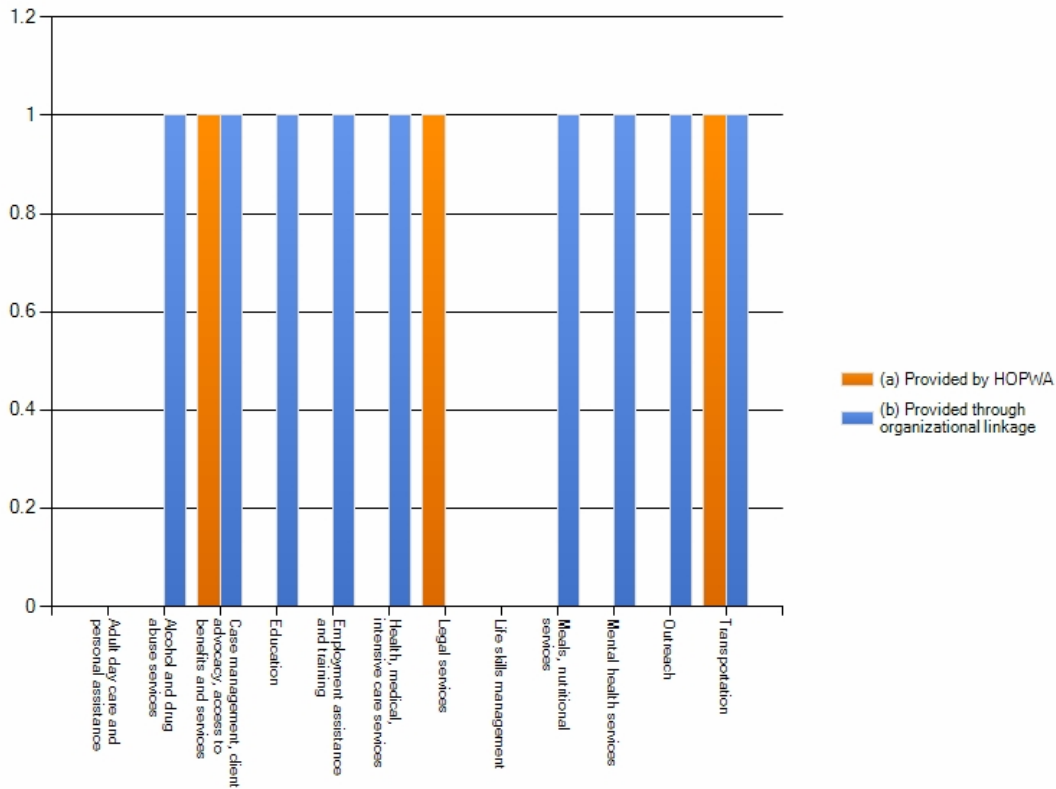
throughout the EMSA. In addition, HAHSTA is working to ensure that Medical Case Managers are able to sufficiently link clients to the MHAP program and other housing related programs and supports.

- *Department of Employment Services (DOES)*. The mission of DOES is to assist residents in the District of Columbia to plan, develop and administer employment-related services. In FY 2009, HAHSTA began coordination efforts by providing information within the continuum of care to ensure that eligible clients received appropriate referrals to DOES services.
- *Department of Mental Health (DMH)*. DMH focuses primarily on rehabilitative services for individuals with persistent and chronic mental illness. Programming for individuals who qualify includes case management and support. HAHSTA is working with DMH to ensure clients who need this level of support are linked.
- *Addiction Prevention and Recovery Administration (APRA)*. APRA focuses primarily on substance abuse prevention and treatment. Across the EMSA, substance abuse plays a large role in the lives of people living with HIV/AIDS. In the District of Columbia, for example, IDU accounted for 18.2% of living HIV/AIDS cases and 18.1 % of newly reported AIDS cases in 2007 (HAHSTA, *DC HIV/AIDS Epidemiology Update 2008*, www.doh.dc.gov/hiv). During FY 2009 APRA reorganized its services and shifted focus. HAHSTA began communication with APRA to improve access for clients seeking substance abuse treatment services.
- *Department of Human Services (DHS)*. DHS funds several housing programs designed to provide single adults, victims of domestic violence and families with emergency and transitional shelter. Some of the supportive housing programs funded through DHS offer community support and case management. Although these programs also have waitlists, HAHSTA is working with DHS to ensure clients eligible for these services are enrolled.

Support Services in the Northern Virginia

In Northern Virginia, NVRC is the Administrative Agent for both HOPWA and for Ryan White CARE Act services. NVRC is able to examine the support services across the jurisdiction and use HOPWA to fund gaps in services. In this way, NVRC funds two Project Sponsors to provide support services including legal services, case management and transportation. Other services are available through organizational linkages. Figure 3.5 shows the support services continuum available to HOPWA clients in Northern Virginia.

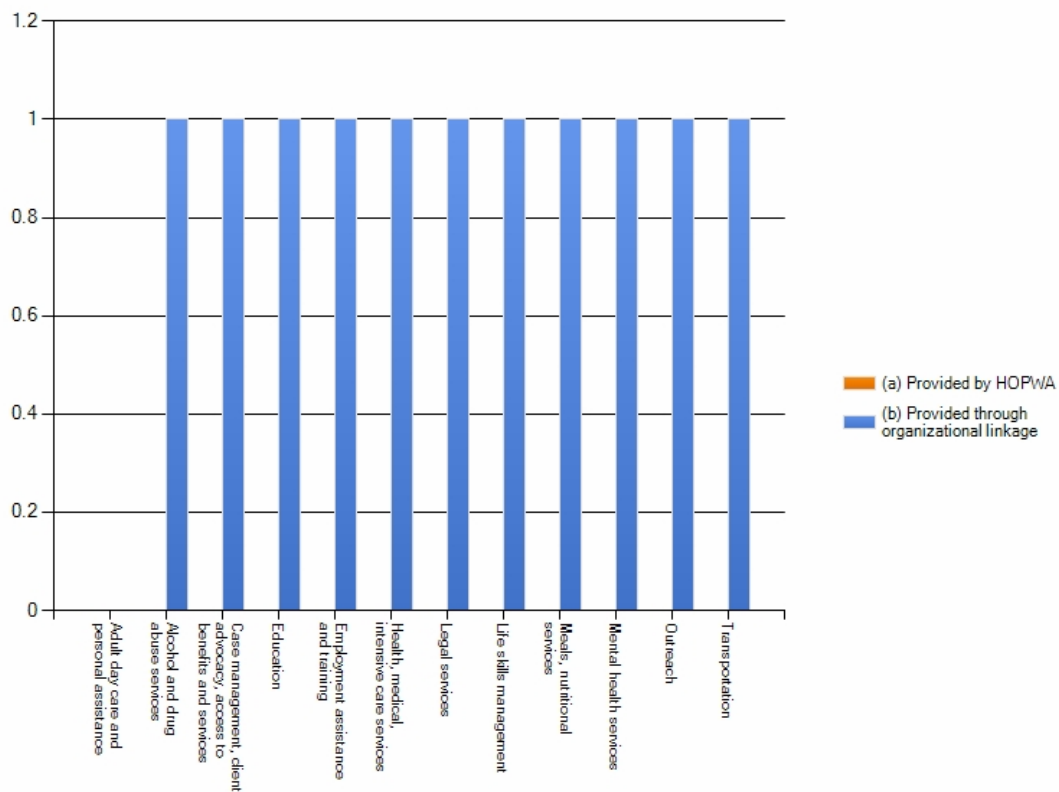
Figure 3.5: Continuum of Support Services Available in Northern Virginia, FY 2012



Support Services in the Suburban Maryland

Because of the overwhelming need for affordable housing support in the jurisdiction, Suburban Maryland does not use HOPWA dollars to fund support services. Instead, clients can access necessary support services through a vast continuum of care funded by the Ryan White CARE Act and the State of Maryland. Clients are assessed for linkage to support services at entry into the program. The support services continuum in Maryland is as follows can be seen in Figure 3.6:

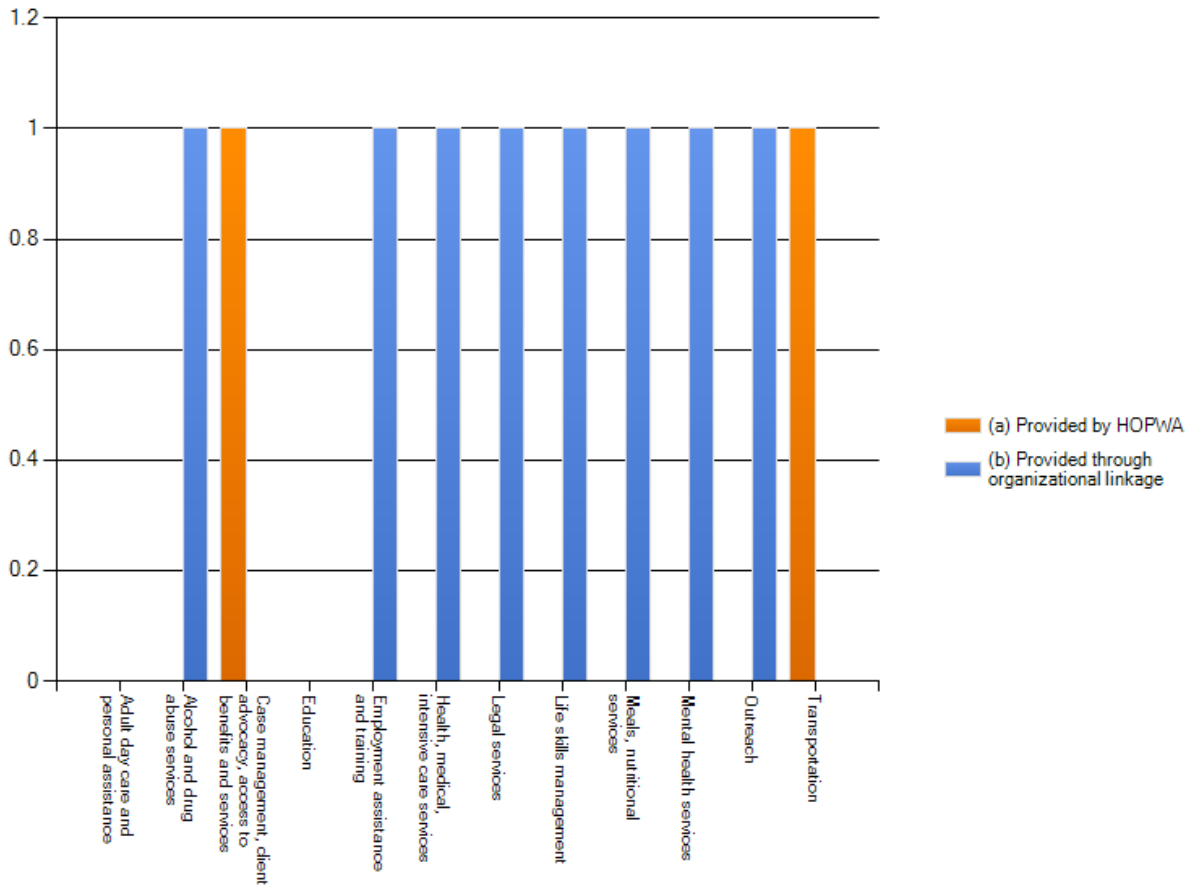
Figure 3.6: Continuum of Support Services Available in Suburban Maryland, FY 2012



Support Services in West Virginia

In West Virginia, CNI is both a direct service provider and the administrative agent for the area. HOPWA funds case management and transportation services. Clients receiving HOPWA services in Jefferson County also receive immediate access to support services funded through the CARE Act. Figure 3.7 shows the continuum of support services available in West Virginia.

Figure 3.7: Continuum of Support Services Available in West Virginia, FY 2012



Chapter 4: Housing Needs in the Washington, DC EMSA

The following chapter describes the overall housing needs of PLWHA in the Washington DC EMSA. This includes a projected estimate of housing need in the EMSA, the results of needs assessments studies conducted in the EMSA, and barriers to care identified by stakeholders including PLWHA, Project Sponsors, Administrative Agents, and the Grantee.

Projection of Housing Need in the EMSA

Using EMSA wide epidemiology data reports from 2008 and research on the estimates of PLWHA affected by poverty and housing instability, HAHSTA projected the number of residents in need of housing assistance over the next five years. The results of these calculations are listed in Table 4.1.

For 2008, there were 29,073 PLWHA in the Washington DC EMSA. The first step in determining PLWHA with potential housing needs was to estimate the projected number of PLWHA residing in the EMSA over the next five years. By calculating the average PLWHA growth rates for each jurisdiction and then applying them to the actual PLWHA counts for 2008, HAHSTA estimates that by 2015 there will be 46,189 PLWHA residing in the EMSA.

Using data from the District of Columbia, HAHSTA estimated that 46.13% of PLWHA would earn incomes at or below 30% of the Area Median Income (AMI). PLWHA at or below 30% of the AMI represent those experiencing the highest cost burden and are most at-risk for homelessness. Using this formula, HAHSTA projects there will be 21,307 PLWHA earning incomes at or below 30% of the AMI in 2015. According to the US Census Bureau, the District of Columbia for the years 2006-2008 had the second highest percent in the country of persons living below the poverty threshold at 17.6% (national average 12.7%)^x, therefore, HAHSTA considers these low-income estimates to be conservative.

The final step in projecting housing need was to estimate the number of low-income PLWHA with a need for housing assistance. Data indicate that housing need among PLWHA is very high. The National AIDS Housing Coalition (NAHC) estimates that 72% of all PLWHA will need some form of assistance. Research by Aidala and Colleagues (2007)^{xi} supports this estimate. Aidala found that 70% of PLWHA in New York City needed some form of housing or housing-related assistance over an 8-year period from 1994 – 2006. Bennett and colleagues (2007) found that over 85% of PLWHA in the Tampa EMSA were unstably housed^{xii}. Based on this research, HAHSTA estimated that 72% of low-income PLWHA over the next five years would request some form of housing assistance. This may in fact be a conservative estimate of need for the region because of the affordability gap in the EMSA (see Table 4.6).^{xiii} Using this calculation, HAHSTA estimates that by 2015 the number of PLWHA living at or below 30% of the AMI who need assistance in order to remain stably housed will be 15,341.

Table 4.1: Projection of PLWHA Housing Needs 2009 -2015*

Projections of Low-Income PLWHA with a Housing Need									
	Average Annual Rate	Actual PLWHA Count 2008	Projection						
			2009	2010	2011	2012	2013	2014	2015
District of Columbia	0.068367	16,759	17,905	19,129	20,437	21,834	23,327	24,921	26,625
Maryland	0.104761	5,838	6,237	6,664	7,119	7,606	8,126	8,681	9,275
Virginia	0.123823	6,412	6,850	7,319	7,819	8,354	8,925	9,535	10,187
West Virginia	0.116536	64	68	73	78	83	89	95	102
EMSA PLWHA		29,073	31,061	33,184	35,453	37,877	40,466	43,233	46,189
Estimation of Low-income PLWHA (46.13%)		13,411	14,328	15,308	16,354	17,473	18,667	19,943	21,307
Estimation of Low-Income with a Housing Need (72%)		9,656	10,316	11,022	11,775	12,580	13,440	14,359	15,341

*These estimates are based on reported case counts for PLWHA

Profile of PLWHA Currently Receiving Housing Assistance

Using CAPER data, the following section describes characteristics of those who received housing assistance in 2009.

Age, Gender, Race and Ethnicity

Based on the 2011 CAPER data, 2,181 persons and family members were served in the EMSA. This includes individuals served in TBRA, STRMU, FBH, and HOPWA funded support services. Table 4.2 shows the demographic profile of persons served and benefitting from HOPWA assistance compared to the demographic profile of all PLWHA living in the EMSA.

Table 4.2: Demographic Profile of Persons Receiving HOPWA Assistance Compared to Overall PLWHA in the EMSA, FY 2011

AGE**	HOPWA*		PLWHA	
	N	%	N	%
0-18 years	596	27.33%	436	1.50%
18-30 years	341	15.64%	2,442	8.40%
31-50 years	894	40.99%	16,775	57.70%
51 years and older	350	16.04%	9,420	32.40%
GENDER	N	%	N	%
Female	945	43.33%	8,547	29.40%
Male	1236	56.67%	20,526	70.6%
Race and Ethnicity***	N	%	N	%
Black or African American	1915	87.80%	5,644	19.41%
White	192	8.80%	20,800	71.54%
Asian/Pacific Islander/	9	.41%	264	.91%
American Indian/Native Hawaiian	3	.14%	20	.07%
Hispanic of all races	103	4.72%	1,901	6.54%
Other	62	2.84%	444	1.53%

*These numbers include benefitting family members in the household.

**PLWHA age categories vary slightly from those reported to HOPWA. PLWHA age categories are 0-19 years, 20-29 years, 30-49 years, and 50 and older.

*** HOPWA reporting requires that all individuals identified as Hispanic also be counted in a racial category. Since the 103 persons identified as Hispanic would therefore be counted in a racial category the 103 are excluded from the numerical total of 2,181 persons served by HOPWA. This was done to prevent those individuals from being counted twice. The PLWHA numbers capture Hispanic persons as a separate race/ethnicity category so that the 1,901 identified as Hispanic are included in the numerical totals of 29,073.

Income

The AMI in the Washington DC EMSA has been relatively high but has lowered and is still comparatively high for the nation. For 2012, the AMI for a family of 4 50% below is \$71,400. Nearly 95% of the PLWHA served by HOPWA fell at or below 30% of the AMI (\$15,000 for 1 person and \$21,400 for a family of 4 persons) making them extremely low-income. Table 4.3 shows the income distribution of PLWHA who received services from HOPWA in 2009.

Table 4.3: Area Median Income of Households served by HOPWA in FY 2012 *

Percentage of Area Median Income		Households Served with Housing Assistance
1.	0-30% of area median income (extremely low)	1098
2.	31-50% of area median income (very low)	93
3.	51-60% of area median income (low)	10
4.	61-80% of area median income (low)	1

* There is some variance between the number of households reported in Income, Demographic Profile, and Total served.

Prior Living Situation

Of the households served by HOPWA in 2011 the vast majority (49.4%) were living in rented rooms and apartments. An additional 24% were staying with family or friends but lacked permanent, independent housing placement. This should be expected based the low income and high rental cost burden experienced by most of the PLWHA in Washington DC EMSA. Most of these households require access to more affordable permanent housing options and programming in order to maintain housing stability. Table 4.4 shows the prior living situation of those served in 2011 as well as the type of assistance needed to support those individuals into more stable living situations.

According to the table 57.0% of those served needed access to permanent, affordable housing, 38.7% need access to transitional housing, and 4.3% needed access to emergency housing options. This is consistent with the lack of options to affordable housing below the FMR, the affordability gap, and the high cost burden faced by many low-income PLWHA. Although individuals who were staying or living in someone else’s room, apartment, or house prior to entry into HOPWA are generally considered as needing transitional housing, many of these clients could be stabilized with long-term rental subsidies to bridge the affordability gap.

Table 4.4: Prior Living Situation of Households served by HOPWA in FY 2011*

Prior Living Situation	N	Type of Housing Need
Place not meant for human habitation	4	Emergency
Emergency shelter	36	Transitional
Transitional housing for homeless persons	17	Permanent Housing
Permanent housing for formerly homeless persons	0	Permanent Housing
Psychiatric hospital or other psychiatric facility	1	Transitional
Substance abuse treatment facility or detox center	32	Transitional
Hospital	34	Transitional
Foster care home or foster care group home	0	Transitional
Jail, prison or juvenile detention facility	7	Transitional
Rented room, apartment, or house	345	Permanent
House you own	39	Permanent
Staying or living in someone else's room, apartment, or house	52	Emergency/Transitional
Hotel or motel paid for without emergency shelter voucher	2	Permanent Housing

*27 Households that reported prior living situation as Other or Unknown were not included in this count.

* There is some variance between the number of households reported in Income, Demographic Profile, and Total served. This is due to reporting confusion and error by providers in the EMSA. The total number served is the most accurate.

Housing Assistance Received and Wait Lists

In FY2012, Project Sponsors provided housing assistance to 1,202 households. The District of Columbia, Suburban Maryland and Northern Virginia continued to experience long waitlists for permanent housing. This can be attributed to both the lack of permanent, affordable housing options and the extremely low incomes of people served by HOPWA. A complete housing inventory for each provider can be found as Attachment 4. Table 4.5 shows the numbers of people served by HOPWA in each jurisdiction in 2011 and the waiting list for services as of January 31, 2012.

Table 4.5: Households Receiving HOPWA Assistance and Wait Lists, FY 2011

	District of Columbia		Northern Virginia		Suburban Maryland		Jefferson County, West Virginia		Totals by Eligible Activity	
	Served	Unmet Need	Served	Unmet Need	Served	Unmet Need	Served	Unmet Need	Served	Unmet Need
Tenant-Based Rental Assistance*	353	1001	101	235	152	79	6	--	612	1315
Short-Term Rent, Mortgage and Utility Assistance**	282	24	74	--	50	--	6	--	412	26
Facility Based Housing *	190	12	15	--	--	--	--	--	205	13
Totals by Jurisdiction	825	1037	190	235	202	79	12	0	1229	1354

*Unmet need is defined as current wait list for services in each jurisdiction as of October 2009.

** Unmet Need is defined as applications in queue for payment that could not be served once the service category had been expended for FY 2011.

Housing Affordability and Cost Burden

Affordability Gap

In April 2009, the National Low-Income Housing Coalition published *Out of Reach 2009* by Keith E. Wardrip, Danilo Pelletiere, and Sheila Crowley.^{xiv} *Out of Reach 2009* provides data by EMSA, state and county concerning the affordability of rental units. Specifically, the data shows how much a family/individual must earn in wages to afford a rental unit at the Fair Market Rent (FMR) as set annually by HUD. Affordable housing is defined as any unit where the cost does not exceed 30% of the household income.

In the EMA the 2009 FMR for a two-bedroom unit was \$1,288. According to *Out of Reach 2009* for the Washington DC EMSA, a household must earn \$4,293 monthly or \$51,520 annually to afford a two-bedroom unit at the 2009 FMR of \$1,288 per month. Assuming a 40-hour work week, 52 weeks per year, this level of income translates into a Housing Wage of \$24.77 per hour or 3.3 times the minimum wage for the District of Columbia (\$7.55 per hour).

In addition, the monthly Supplemental Security Income (SSI) payment for an individual was \$674 in District of Columbia in 2009. If SSI represents an individual's sole source of income, \$202 in monthly rent is affordable, while the FMR for a one-bedroom for 2009 was \$1,131. Table 4.6 shows the affordability gap for the Washington DC EMSA for 2009.

Table 4.6: Affordability Gap in the Washington DC EMSA for 2009

	Household Income 30% of AMI*	Household Income 50% of AMI
Annual Income	\$30,800	\$51,350
Monthly Income	\$2,568	\$4,279
30% for Housing Costs	\$770	\$1284
Fair Market Rent 1-Bedroom Unit	\$1,131	\$1,131
Affordability Gap	(\$361)	\$153
Fair Market Rent 2-Bedroom Unit	\$1,288	\$1,288
Affordability Gap	(\$518)	(\$4)

*Based on a family of 4 persons.

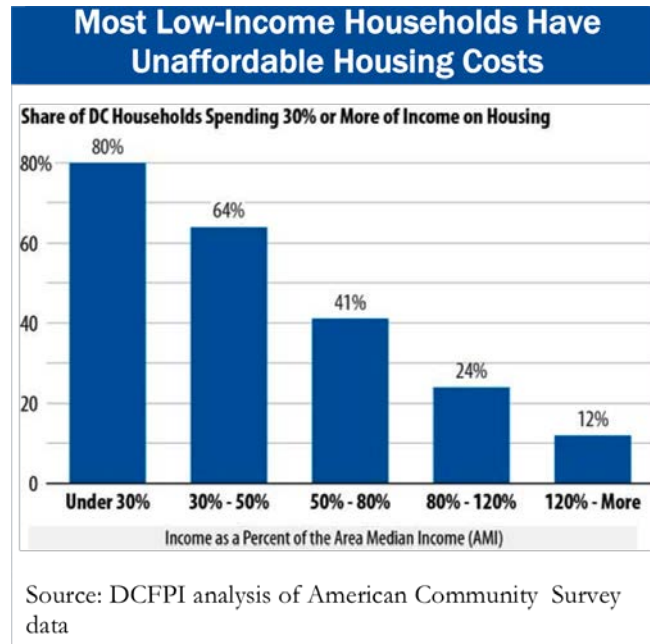
Cost Burden

HUD defines cost burden as any household paying more than 30% of their income on housing costs. Severity of cost burden may vary and can be defined as follows:

- *Moderate cost burden:* Household spends between 30% and 50% of income on housing costs.
- *Extreme cost burden:* Household spends more than 50% of income on housing costs.

According to a recent study by the DC Fiscal Policy Institute (DCFPI), nearly 80% of all households that earned less than 30% of AMI in the District of Columbia in 2007 spent more than 30% of their income on housing costs. According to the National Alliance to End Homelessness this cost burden was above the national average of 74% for 2007^{xv}. Additionally early 64% of households earning less than 30% AMI qualified as having extreme cost burden.^{xvi} Figure 4.1 from the DC Fiscal Policy Institute shows this share of DC households spending more experiencing cost burdens.

Figure 4.1: Share of DC Households Spending 30% or More of Income on Housing, 2007



The data indicate that there has been a significant increase in cost burden for low-income households since the development of the CHAS data. For example, there were 20,000 more households experiencing moderate cost burden in 2007 than in 2000 and 36,000 more facing extreme cost burden in 2007. These numbers were captured before the decline in the local economy in 2008 and 2009. In 2009 the unemployment rate in the District of Columbia rose from 7.1% in October 2008 to 11.4% in September 2009 (DC Dept. of Employment Services, Oct. 21, 2009, <http://newsroom.dc.gov/show.aspx/agency/does/section/2/release/18391>). The increase in HOPWA requests experienced during this time suggests that the downturn in the economy may be increasing the cost burden for PLWHA.

During the needs assessment process, the PLWHA committee, Project Sponsors and Administrative Agents indicated that the cost burden to residents in the jurisdiction is similar to those experienced in the District. The jurisdictions in the EMSA function essentially as suburbs of the District of Columbia. CHAS data supports that cost burden in the EMSA remains fairly consistent throughout the region.

HOPWA utilization data for the region indicates that nearly 95% of the consumers had incomes below 30% of AMI.

Table 4.7: Estimates of Cost Burden for PLWHA needing housing assistance*, N=22,775

	Household Income ≤30% of AMI N=21,614	Household Income >30% to ≤50% of AMI N=1,161
Cost Burden	17,291 (80%)	1,032 (64%)
Cost Burden 30%-50%	3,890 (18%)	661 (57%)
Cost Burden Greater than 50%	13,401 (62%)	371 (23%)

*Based on PLWHA estimate for 2009

Another way to measure cost burden for each jurisdiction is using Comprehensive Housing Affordability Strategy (CHAS) Data compiled by HUD using information gathered during the 2000 US Census. This data was not used in the calculation for cost burden because the more recent DCFPI report indicates that the situation has become significantly more difficult for low-income residents over the last 10 years.

Limited Affordable Housing Stock

Across the EMSA there is limited availability of affordable housing options outside of those supported by housing subsidy programs like HOPWA and the Housing Choice Voucher Program. In the District of Columbia according to the DCFPI report, the number of rental units considered affordable for families living at or below 30% of the AMI (\$750 per month) has decreased from 69,000 in 2000 to 45,000 in 2007. Additionally, the number of number of homes valued at below \$250,000 fell from 58,000 in 2000 to 27,000 in 2007.

This is applicable as well to the jurisdictions. According to *Housing in the Nation's Capital 2009*, these trends are applicable to the entire EMSA. Several counties within the EMSA, for example, had foreclosure rates surpassing the national average of 2.7%: Prince George's County 5.2%, Charles County 3.9% and Prince William 3.7%.^{xvii} In West Virginia, Jefferson County has three rental complexes that offer their own subsidized housing and accept Housing Choice Vouchers. But these complexes have a long waiting list.

Needs Assessment Studies

The section below provides the results of several needs assessment studies conducted in the Washington DC EMSA.

Washington Metropolitan Regional Health Services Planning Council Needs Assessment

In 2009, the Washington Metropolitan Regional Health Services Planning Council conducted a needs assessment survey of clients in an effort to understand needs; identify gaps in services; and enhance the continuum of care. This survey is the most complete assessment of PLWHA needs in the EMSA and is therefore utilized to support the Consolidated Housing Plan. Although this survey did not specifically focus on specific types of housing needs, clients across demographic and geographic groups identified housing and housing-related services in general as a service gap. Of particular note:

- More residents of the District of Columbia identified housing and housing-related services as a service gap than residents in Maryland, Virginia or West Virginia.
- More individuals with HIV, but not diagnosed as having AIDS identified housing and housing-related services as a primary service gap. Because the formula for distribution of HOPWA monies is based on cumulative AIDS cases rather than on the basis of HIV status and need, the award amount to the EMSA has not kept pace with the need of HIV positive individuals not diagnosed with AIDS.
- Persons of Color identified housing and housing-related services as a greater service gap than White PLWHA. This is of particular note as 87% of the clients served by HOPWA in 2009 identified as African American. All three of the gaps identified by African American respondents affect housing stability.

2009 Count of Homeless Persons in Shelters and On the Streets in Metropolitan Washington

Each year, the Metropolitan Washington Council of Governments conducts point-in-time homeless enumeration census report. This report includes many of the cities and counties incorporated in the HOPWA EMSA. The report includes counts of people residing in transitional facilities, living in emergency shelters, visibly homeless on the street, and formerly homeless individuals living in permanent supportive housing. According to the report, 12,035 individuals and persons in families were homeless in 2009.

The following table shows numbers of homeless individuals and families over the last five years.

Table 4.8: 5-year Summary of Homeless Enumeration Data for the Regional Washington DC Area^{xviii}

Single Adults and Families Who Are Homeless			
Year	Single Adults	Families	Total
2005	6,321	5,098	11,419
2006	7,137	4,948	12,085
2007	6,911	4,851	11,762
2008	7,186	4,851	11,752
2009	6,742	5,293	12,035

According to the report in 2009 there were 522 individuals and 45 adults in families living with HIV/AIDS who were counted as homeless^{xix}. This accounts for 7.7% of the total homeless individuals counted and 0.85% of the homeless adults in families counted as homeless. Information gathered based on utilization rates for the Ryan White CARE Act Part A application for the regional Washington DC area indicated that 13.6% of PLWHA were either homeless during 2008 or had a history of homelessness. This is well above national estimates of HIV in homeless populations. According to the

National Alliance to End Homelessness, approximately 3.4% of the homeless population is estimated to be HIV positive.^{xx} There are a number of factors that may contribute to the high rate of homelessness in the EMSA, including lack of affordable housing stock, insufficient long-term supportive housing options, high rates of substance abuse (18% exposed to HIV through intravenous drug use^{xxi}), and/or the need for more coordinated support services systems for HIV positive and homeless individuals.

Barriers to Housing Care

Utilizing the Project Sponsor surveys, Administrative Agent surveys and information gathered at the PLWHA and provider roundtable discussions, HAHSTA identified three broad categories of service gaps.

Inability of current funding to meet the needs of all HIV positive residents

Federal funding has not kept pace with the HIV epidemic in the Washington DC EMSA. HOPWA in the Washington DC EMSA has experienced prolonged client usage in long-term programming, decreased client turnover, and a lack of capacity across other HUD funded programs to accommodate clients. This is especially impactful for the EMSA given the affordability gap, cost burden and lack of housing stock for the region. This was by far the biggest barrier to care cited by PLWHA, Administrative Agents, and Project Sponsors. The reasons behind this are twofold. The lack of affordable housing options below the FMR for low-income PLWHA means that many individuals cannot sustain housing without long-term subsidy support. Additionally, other programs funded by local or federal dollars such as the Housing Choice Voucher program experienced long wait lists with little capacity for new clients. So few PLWHA are able to move from TBRA to more permanent housing programs.

As a result in October 2009, the waiting list for TBRA services, held 546 people in the District, 208 in Virginia, and 79 in Maryland. The TBRA wait list grew in January 2010 to 635 people in the District, 240 people in Virginia, and 99 people in Maryland. In the District in FY 2009 only 11 clients transitioned from the waiting list into TBRA, only 28 clients moved off the waiting list into TBRA in Virginia, and no clients transitioned off the waiting list into TBRA in Suburban Maryland.

As a result of the TBRA waitlist, all other HOPWA programs experienced increased use and a lack of options for moving people into long-term support programs. Transitional and emergency housing programs had trouble moving clients into more permanent programming; and, in FY 2009, the STRMU allocation in the District of Columbia was fully expended nine months into a twelve month grant cycle. The waitlist for FBH in the District of Columbia as of January 2010 was 44 people. HOPWA funding to assist clients in the Washington EMSA has not increased proportionately for HAHSTA to meet the needs of the residents of the EMSA.

Because of increased housing costs in the District, it is increasingly difficult for clients to find affordable housing and maintain self-sufficiency. This is reflected in the increase to the FY 2010 FMR for housing for the EMSA. Although this increased FMR more accurately reflects the costs of available housing for many clients in the EMSA, it also means that same housing dollars in FY 2010 will not be able to serve as many individuals as in prior years. In 2010, for example the FMR for a one bedroom unit increased from \$1,131 to \$1,318. This could mean a \$798,852 increase in annual TBRA program costs to maintain the current TBRA client caseload.

The HUD calculation for Formula Grantees (cumulative AIDS cases) does not accurately depict the funding needs of a metropolitan area with a modern epidemic. Utilizing cumulative AIDS cases as the method for distributing the HOPWA formula grant does not take into account the increasing number of HIV positive individuals needing assistance as well;

those HIV positive clients currently being supported by the HOPWA program; or the relatively recent and dramatic increase in HIV experienced throughout the Washington DC metropolitan region.

Table 4.9 shows a summary of stakeholder responses citing funding as a barrier to services in the EMSA.

Table 4.9: Funding Barriers Identified in Needs Assessment Forums

	Provider Survey	Administrative Agent Survey	Provider Roundtable	PLWHA roundtable
Demand for housing support greater than available funding	✓	✓	✓	✓
FMR not realistic for low-income PLWHA and forces people to live in low-quality or unsafe housing		✓	✓	✓
Lack of affordable housing stock based on affordability gap and extreme cost burden	✓	✓	✓	✓
Not enough permanent housing options	✓	✓	✓	✓
Insufficient funding for STRMU and for security deposits	✓	✓	✓	✓
Insufficient funding for support services	✓	✓	✓	✓
Insufficient funding for transitional programs to address special needs populations		✓		
Prioritize funding to help those most at risk	✓		✓	✓
Impose term limits on programming so that more people can be helped	✓		✓	✓
HOPWA funding formula should include HIV positive not just cumulative AIDS cases		✓		✓
Implementing the full mix of HUD housing programs is confusing		✓		

Difficulty administering grants across jurisdictions

The Washington DC EMSA covers a large area and incorporates parts of four different states with four different housing continua of care. Administering the program in this broad area causes multiple challenges for service delivery. First, the continuum of care in each jurisdiction is different and requires a different set of HOPWA services to address those needs. Additionally, each Administrative Agent has different capacity to implement and address those needs. For all of the Administrative Agents this often means coordinating multiple government entities within their portion of the EMSA in systems where HIV housing may not be a priority. HAHSTA has been working both with the service providers in the District and the Administrative Agents in the jurisdictions to improve the service delivery system. In addition, the complicated data collection mechanisms required to meet HOPWA guidelines becomes much more challenging to administer across jurisdictions. This requires an increased level of coordination for both HAHSTA and the Administrative Agents in the jurisdictions and can be confusing for Project Sponsors. This high level of coordination becomes even more challenging when operating on the limited administration support budget that HOPWA allows. And finally, ensuring that programming in this environment meets high quality standards across every jurisdiction is difficult without a set of HUD defined uniform set of quality indicators.

West Virginia faces an additional challenge with the jurisdictional format. The EMSA for HOPWA does not cover the same counties as the eligible service area for health services funded by Ryan White CARE Act dollars. The HOPWA EMSA includes only Jefferson County while the Ryan White CARE act service area covers Jefferson and Berkeley Counties. Most of the health care and support services are centered in the more populous Berkeley County, which receives HOPWA funding from the state of West Virginia. As a result clients who move into Jefferson County in order to gain access to HOPWA services from the Washington DC EMSA move farther away from health services. In order to bridge this gap, the Administrative Agent in Jefferson County, West Virginia uses support services dollars to connect HOPWA clients to medical services. In addition, the Administrative Agent has an organizational linkage with the HOPWA project sponsor in Berkeley County.

Table 4.10 shows the barriers cited by stakeholders during the needs assessment process that indicate a need for a focus on coordination in the administration of the HOPWA grant.

Table 4.10: Coordination Barriers Identified in Needs Assessment Forums

	Provider Survey	Administrative Agent Survey	Provider Roundtable	PLWHA roundtable
Need for capacity building in all jurisdictions to increase number of eligible Project Sponsors as well as access to scattered site housing options	✓	✓	✓	✓
Need to coordinate better links to support and medical services	✓	✓	✓	✓
TBRA vouchers should be portable across state lines	✓		✓	✓
Coordination needed to improve exit strategies to non-HOPWA funded permanent programs such as Housing Choice Voucher Program (including set aside vouchers for PLWHA)	✓	✓	✓	✓
Need for tools and trainings to help clients and providers better navigate government systems.		✓	✓	✓
Need for improved coordination among providers to help maximize resources and improve knowledge of systems	✓	✓		
Need for better reporting mechanisms	✓	✓		
Need for improved government coordination and planning among and within the jurisdictions	✓	✓		

Difficulty addressing the complexity of client needs

Clients in the EMSA face a number of barriers in achieving self-sufficiency including extreme poverty, lack of affordable housing options, language and cultural barriers, and systemic barriers such as poor credit. These issues often require the coordination of several systems including medical systems; employment rehabilitation services; support services such as substance abuse treatment and mental health services; and non-HOPWA funded housing programs such as the Housing Choice Voucher Program. Without the coordination of these systems, clients are at risk for cycling in-and-out of homelessness and continual dependence on governmental systems for stability. This is due not only to lack of funding to create more dynamic systems but also to the level of technical knowledge providers and administrators must possess to adequately address needs and support clients.

Currently the EMSA has a wide array of transitional and emergency housing programs through HOPWA, Shelter Plus Care, and Emergency Shelter Grants. However, the length of time allotted for clients in short-term programming and the lack of long-term supportive programming cause clients to cycle in and out of homelessness. The lack of exit strategies available for clients into long-term supportive housing often mean that clients leaving transitional housing programs also face an upheaval to their support structures.

Table 4.11 shows the barriers identified by stakeholders concerning complex client issues and the lack of sufficient supports to stabilize clients.

Table 4.11: Barriers to Addressing Complex Client Issues

	Provider Survey	Administrative Agent Survey	Provider Roundtable	PLWHA roundtable
Need for increased technical assistance for providers to ensure efficiency and improve knowledge			✓	✓
Time limits for short-term FBH not enough to stabilize clients	✓			
Cultural and language barriers make it difficult to serve some subpopulations	✓	✓		
Limited programs to help clients with no income	✓	✓		
Lack of job training resources and income support for those impacted by high unemployment rate.	✓			
Lack of transportation in rural areas	✓			
Lack of an acuity scale makes it difficult to prioritize client with the most complex needs	✓			
Lack of life management skills training such as mediation and negotiation skills.		✓	✓	✓

Chapter Five: HOPWA Strategic Plan

This section of the Consolidated Plan details the strategic plan for implementing HOPWA over the next five years. The plan includes overall goals for HOPWA across jurisdictions in the EMSA as well as jurisdictional specific goals. The Administrative Agents in each jurisdiction assisted in the development of these plans utilizing the Administrative Agent survey and through on-going communication with HAHSTA.

Program Vision and Priorities

The HOPWA program goals are to reduce homelessness, minimize the risk of homelessness, increase housing stability and promote the general health and well-being of residents with HIV and their families. The EMSA faces a critical need for PLWHA. Because of the large number of low-income PLWHA, the affordability gap, and the extreme cost burden faced by low-income PLWHA, there is an inability of current federal funding to meet the needs of all HIV positive residents.

The focus over the next five years will be to improve the ability of HOPWA to function within the overall housing continuum of care and to support those families most at-risk of homelessness and poor health outcomes. In order to achieve this vision, the EMSA has set the following priorities for the delivery of services.

Priorities

After reviewing all of the needs assessment data and stakeholder feedback several priorities emerged.

Prioritize direct housing support

The lack of affordable housing support options, the affordability gap, and extreme cost burden faced by the PLWHA in the EMSA necessitate the prioritization of direct housing support in order to minimize the risk of homelessness. This means a mix of TBRA, STRMU and FBH to address the multiple needs of the community.

The HAHSTA and the Administrative Agents will also need to examine a variety of options to ensure that the funding is focused and targeted on those most in need and most at-risk for negative health outcomes. For example, several providers suggested in the Provider Survey that TBRA institute time limits to ensure that TBRA serves as a mechanism to promoting self-sufficiency. This was also suggested during the Consumer roundtables. This may be exceedingly difficult for the region to implement due to the lack of affordable housing options for those in the lowest income brackets, but should be researched as an option for stretching the impact of HOPWA services. Other suggestions made by community stakeholders included prioritizing PLWHA with Social Security Disability Insurance or Supplemental Security Income as a sole source of income or those with those lowest CD4 counts.

Improve coordination

Improving coordination in the EMSA will help the EMSA to achieve several goals: identify the broadest possible range of exit strategies for clients on TBRA or in FBH, improve access to an array of support services by creating linkages with non-HOPWA programs, and strengthen oversight processes.

Although the EMSA has mechanisms in place already to coordinate a variety of stakeholders including monthly Housing Provider meetings and monthly teleconferences with the Administrative Agents, the highly complex nature of the EMSA system requires the strengthening of existing structures as well as the creation of new mechanisms in order to better enhance the continuum of care. This may include creating forums for providers to share best practices and resources,

creating mechanisms for PLWHA to better access existing non-HOPWA programs such as the Housing Choice Voucher Program, and exploring ways to improve the relationship between HOPWA and other funding structures in the jurisdictions.

Improved coordination came up consistently as part of the roundtables and surveys conducted by HAHSTA. Providers requested ways to improve Project Sponsor level collaboration in an effort to help share ideas in dealing with increasingly complex PLWHA populations and to help locate limited resources. Additionally, both Project Sponsors and Consumers requested that EMSA focus on improving consistency in the implementation of HOPWA programs across jurisdictions. This may prove challenging in the EMSA due to the different socio-political factors affecting each region of the EMSA. This variability impacts both service capacity in the jurisdictions and the ability of the HASTA and the Administrative Agents to effectively and equitably address housing gaps for PWLHA. As the EMSA moves forward, part of the priority over the five years will be to explore what coordination mechanisms can be implemented to the benefit of all stakeholders.

Focus on data collection and needs assessment

Collecting data across four different states has proved challenging to the EMSA. Over the last several years, HAHSTA and the Administrative Agents have taken multiple steps to improve data collection. Improvement focused on the mechanisms used to collect data and report service utilization and unmet housing needs. In FY 2009 HAHSTA both participated in and implemented technical assistance trainings on data collection and reporting. HAHSTA also implemented more consistent reporting deadlines for project sponsors and sub-recipients. This allowed HAHSTA to target technical assistance toward Project Sponsors and jurisdictions with the greatest reporting challenges. However, Providers and Administrative Agents still report some confusion with the data collection tools.

In addition, Providers and Administrative Agents expressed the need for better data around the needs of fragile or at-risk sub-populations. As the EMSA works toward examining the best strategies for prioritizing housing cost and better coordinating systems, this type of needs assessment data will help the HAHSTA and Administrative Agents to make data driven decisions.

Improve tools for communication and empowerment

A common theme among Project Sponsors, PLWHA and the Administrative Agents was a need to improve tools for both clients and for providers to navigate the continuum of housing services. The goal would be to increase knowledge, empower clients, and ensure consistency in messaging to Project Sponsors and PLWHA around policies and procedures

Over the last several years, HAHSTA and the Prince George's Housing Authority have worked with community partners to increase the flexibility of the application process for HOPWA assistance programs by eliminating the need to apply through case managers systems and by providing universal access to applications through Internet links and expanded application assistance through the MHAP.

HAHSTA also worked with MHAP to increase program support for clients in the District of Columbia to begin actively managing clients on TBRA and FBH waiting lists with the goal of expanding access to services beyond HOPWA funded programming and providing homeless prevention services for clients not currently able to access TBRA or FBH. Northern Virginia has instituted a similar system through its HIV Resources Project for checking in with PLWHA waiting for housing.

Currently HAHSTA is working on several tools such as an improved website to help inform both Project Sponsors and PLWHA of resources, HOPWA programming, meetings, and policy changes. Northern Virginia has also made this a priority and is continually working to improve the link between their HIV Resource Project website and a variety of

regional resources. Over the next year, the EMSA expects to be able to take these tools and create mechanisms to empower both providers and consumers to better access both HOPWA and non-HOPWA funded resources.

Capacity building through technical assistance and outreach

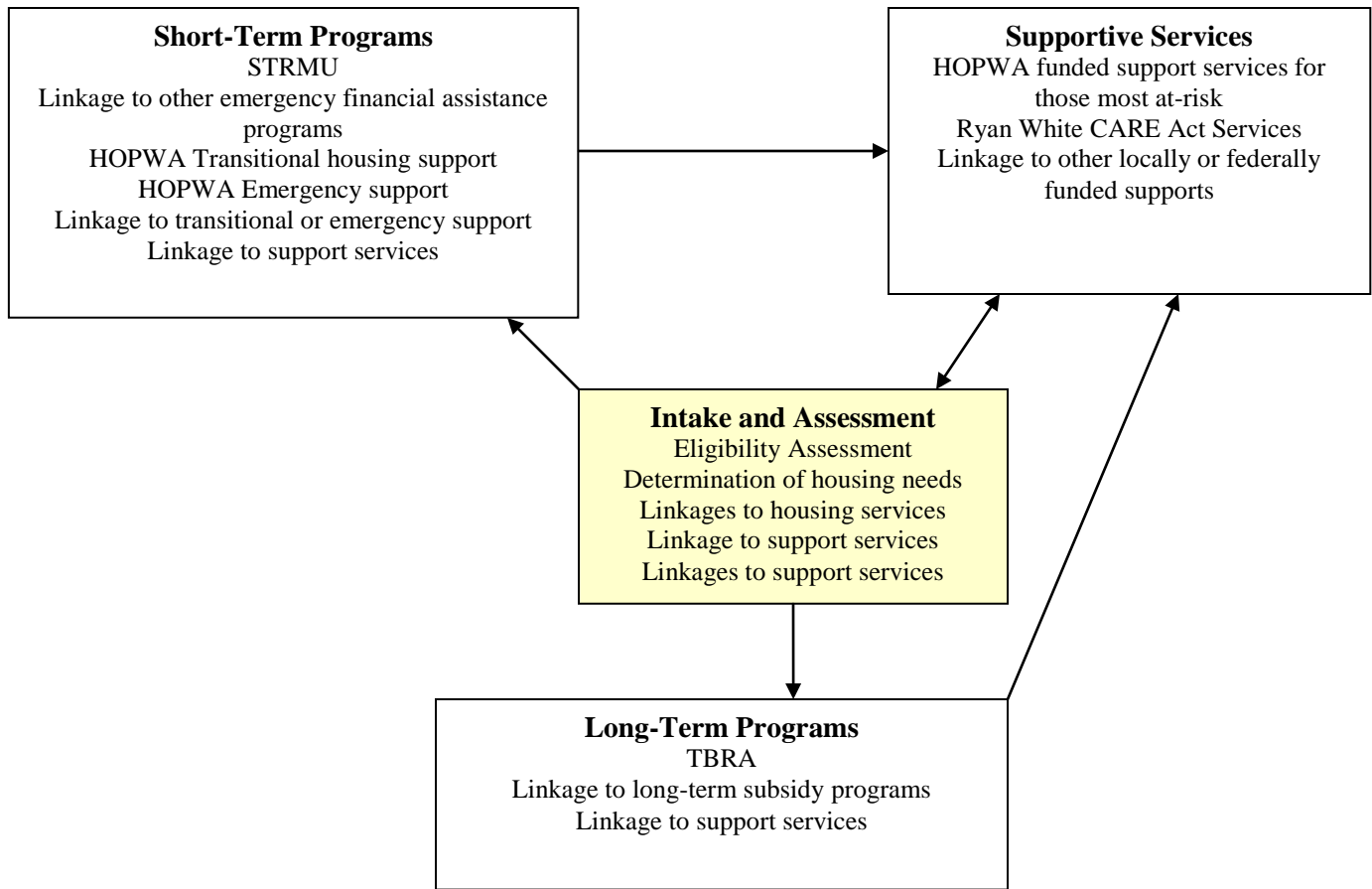
Another priority for the EMSA is to build system wide capacity through technical assistance and outreach. In this sense, capacity refers to a variety of opportunities for growth such as improving access to affordable housing stock, strengthening the infrastructure of Project Sponsors to deliver high quality housing and housing-related interventions with PLWHA, and increasing the ability of HAHSTA and the Administrative Agents to create systems that meet the needs of a complex community.

HAHSTA is working with HUD to create a technical assistance program for the EMSA focusing on regulatory compliance, quality improvement in housing, data collection, and Project Sponsor infrastructure report.

HOPWA and the Proposed Continuum of Care

Over the next five years, the priorities and vision will help to shape the overall system of HOPWA care in the EMSA. HAHSTA and the Administrative Agents envision a coordinated HOPWA system of care that includes at every stage either HOPWA-funded services or sustainable linkages to non-HOPWA funded services. Figure 5.1 shows the goal for HOPWA as it relates to the overall continuum of care.

Figure 5.1: HOPWA Continuum of Care



Strategic Goals

In order to set strategic goals in the EMSA, HAHSTA took a multifaceted approach that both estimates the actual housing needs of PLWHA and realistically examines the strategic utilization of HOPWA to best address gaps for PLWHA in the overall housing continuum. Although HAHSTA is predicting a steady increase in need for housing assistance from PLWHA, without a substantial increase in the federal allocation to the EMSA the ability of the Grantee in the EMSA to address the totality of the need is limited. The goals take into account the scope of services funded by HOPWA, opportunities for increased coordination and leveraging with other funding sources, and the potential for growth in the gap in services for PLWHA.

Determining Housing Need by Type

As indicated in Chapter 4, HAHSTA estimates that by 2015, 15,341 PLWHA will need some form of housing assistance. In determining the types of housing needed to stabilize those PLWHA over the next five years, HAHSTA utilized the cost burden data, HOPWA utilization data as detailed in Chapter 4, and feedback gathered from Project Sponsors, Administrative Agents, and PLWHA during the needs assessment process. Table 5.1 shows the mix of HOPWA housing by type needed to address low-income PLWHA projected to have housing needs.

Using CAPER data from 2009, HAHSTA determined that approximately 20% of PLWHA reported prior living situations such as recent homelessness, hospitalization or incarceration that might require transitional or emergency FBH to address. Although FBH programs succeeded in stabilizing many clients, needs assessment data indicate that a number of individual at or below 30% of the AMI who utilized FBH support continue to be at-risk of episodic homelessness due to lack of affordable housing options and extreme cost burdens. For those PLWHA, self-sufficiency would best be achieved by more permanent housing options such as TBRA, long-term FBH or other federally funded programs such as the Housing Choice Voucher program. Table 5.1 shows the needs estimate for FBH to be 19.7% or 3,022 PLWHA by 2015.

Cost burden data indicate that for individuals at 31-50% of the AMI, 18% experience cost burdens that may require STRMU to prevent homelessness. A portion of those individuals may be stabilized with other resources such as credit counseling or budget training. Therefore, it is estimated that 11% or 1,688 low-income PLWHA who have a housing need will need STRMU by 2015. The biggest need in the EMSA is for permanent housing support to offset the extreme cost burden, decrease in affordable housing stock and high affordability gap experienced by low-income PLWHA. In 2009, 57.0% of PLWHA served by HOPWA reported prior living situations that required permanent housing options to promote stability. In addition, the unemployment rate in the District of Columbia in 2009 rose from 7.1% in October 2008 to 11.4% in September 2009 (DC Dept. of Employment Services, Oct. 21, 2009, <http://newsroom.dc.gov/show.aspx/agency/does/section/2/release/18391>). Cost burden analysis from DCFPI indicates that 60% of low-income PLWHA will experience extreme cost burdens creating a high risk for housing instability. HAHSTA estimates that by 2015 63.0% or 9,665 low-income PLWHA with a housing need will require long-term support.

Cost burden analysis also indicated that 20.0% of individuals living at or below 30% of the AMI and 36.0% of individuals living between 30-50% of the AMI do not experience any cost burdens. HAHSTA estimates that 11.0% of low income PLWHA with a housing need might be stabilized through HOPWA funded support services and/or linkages to other support services including Ryan White CARE Act funded medical case management.

Table 5.1: Estimate of Housing Needs in the EMSA

	Households							Notes
	2010	2011	2012	2013	2014	2015	Estimate Of Need	
LOW-INCOME PLWHA WITH HOUSING NEED	11,022	11,775	12,580	13,440	14,359	15,341	--	Based on projection of those with a housing need for 2009
Estimates by Housing Type								
SHORT-TERM HOUSING								
EMERGENCY FBH	474	506	541	578	617	660	4.3%	CAPER data indicate 4.3% were living in a place not meant for human habitation. A portion of those staying in someone else's residence may need emergency FBH to stabilize
TRANSITIONAL FBH	1,697	1,813	1,937	2,070	2,211	2,363	15.4%	CAPER data indicate 15.4% were either formally homeless or entered care from another institutional facility such as substance abuse treatment
TOTAL EMERGENCY AND TRANSITIONAL	2,171	2,320	2,478	2,648	2,829	3,022		
PERMANENT HOUSING OPTIONS								
TENANT-BASED RENTAL ASSISTANCE	6,723	7,183	7,674	8,198	8,759	9,358	61.0%	Estimated PLWHA living in housing with an extreme cost burden is 60.4% across HOPWA income brackets
LONG-TERM FBH	220	236	252	269	287	307	2.0%	Currently about 2% of PLWHA are in need of respite care that requires long-term housing.
TOTAL PERMANENT HOUSING OPTIONS	6,944	7,418	7,925	8,467	9,046	9,665		
HOMELESS PREVENTION								
SHORT-TERM RENT, MORTGAGE, & UTILITY ASSISTANCE	689	736	786	840	897	959	6.3%	Estimated PLWHA living with a cost burden of 30 – 50% is 18.0%; CAPER
Total Homeless Prevention	689	736	786	840	897	959		
NEEDING HOUSING REFERRAL OR SUPPORT SERVICES	1,212	1,295	1,384	1,478	1,579	1,688	11.0%	Based on DCPGI study 20% of PLWHA will need linkage to support services, housing referral, or single point of entry services in order to maintain housing stability

Current HOPWA Continuum

In order to determine the scope of future HOPWA funding, the next step is to re-examine the current continuum of services offered by HOPWA. Table 5.2 below summarizes the housing inventory developed in Chapter 3.

Table 5.2: Current HOPWA Client Capacity

Current HOPWA Client Capacity	
	Current Client Capacity
Short-Term Housing Options	
Emergency FBH	168
Transitional FBH	37
Total Short-Term Housing	205
Permanent Housing Options	
Tenant-Based Rental Assistance	612
Long-Term FBH	0
Total Permanent Housing Options	612
Homeless Prevention	
Short-term Rent, Mortgage and Utility Assistance	412
Total Homeless Prevention	412
Housing-Related Services	
Housing Information Referral	16,620
Support Services	1002
Total Housing-Related Services	17,622

Setting Goals

In order to determine the strategic goals for 2013, HAHSTA compared the gap between the needs and the current continuum of care. For FY 2011 the EMSA received an award of \$14,118,841. This is a \$1,905,323 increase from FY 2010. Table 5.3 shows the distribution of the award among the different jurisdictions within the EMSA.

Table 5.3: HOPWA Award for FY 2013

Projected Distribution FY 2013

Fiscal Year 2013 13,623,582
 Administrative Costs

(3%) 408,707
 Program Costs (90%) 12,261,224
 Project Sponsor Admin
 (7%) 953,651
Total 13,623,582

TOTAL

	Program Cost	Administrative Cost	Project Sponsor Administration	TOTAL	% of Overall Award
Washington DC	7,367,996	245,633	573,144	8,187,773	60.1%
Northern Virginia	2,292,849	76,428	178,333	2,547,610	18.7%
Suburban Maryland	2,476,768	82,559	192,637	2,751,964	20.2%
West Virginia	122,612	4,087	9536	136,235	1.0%
	12,261,224	366,406	854,946	13,623,582	100.00%

By applying this average to the annual award for the current fiscal year, the EMSA can estimate the overall award for the next four years. Table 5.4 shows the predicted HOPWA award for the next four years.

Housing Goals

In order to determine precisely the goals for housing support, HAHSTA compared the actual expenditures and clients served in FY 2010 to the projected expenditures and clients served for 2011. The projections are based on current sub-grant commitments for October 1, 2011 through September 30, 2012 and were calculated to include projected inflation and the substantial increase to the FMR for 2012.

Table 5.4: Percentage of HOPWA Award Allocated by Housing Type and PLWHA Served.
Expenditures by Housing Type

	Distribution of Expenditures (October 2008 - September 2009)	Clients Served (October 2008 - September 2009)	Projected Expenditures (October 2009 - September 2010)	Projected Clients (October 2009 - 2010)
ESTIMATES BY HOUSING TYPE				
Short-Term Housing				
Emergency/Transitional	14.7%	276	13.6%	234
Permanent Housing Options				
Tenant-Based Rental Assistance	48.3%	698	55.3%	613
Long-Term FBH	2.2%		2.0%	40
Homeless Prevention				
Short-term Rent, Mortgage and Utility Assistance	5.8%	256	6.2%	216

Despite the increase in expenditures in TBRA, HAHSTA expects to see a decrease in the overall number of clients served. For the EMSA this means ensuring housing stability for the current TBRA caseload but expecting to limit new client enrollment. There are several reasons for the expected decrease in PLWHA served.

The FMR for FY 2010 compared to FY 2009 increased by approximately \$200 per household. Although all needs assessment data indicates that the increase in the FMR accurately reflects housing costs in the EMSA, the increase to the FMR was not accompanied by an increase in income by PLWHA or commensurate increase in the federal HOPWA allocations. As a result the annual TBRA dollar amount needed to keep the current PLWHA caseload supported could increase by as much as \$798,852 this year.

FY 2009, HAHSTA and the Administrative Agents continued to improve upon its fiscal oversight in order to maximize capacity and ensure that annual dollar award was fully spent within the fiscal year. To offset increasing housing needs, HAHSTA and Administrative Agents utilized unspent dollars from prior fiscal years. As a result, HAHSTA has almost completely spent under-expenditure from previous years and can have available funds from the current year only

HOPWA budget to support TBRA. Going forward there are no more unexpended dollars from previous years available to assist in meeting current housing needs.

Finally, long-term, federally funded programs such as the Housing Choice Voucher Program (formerly Section 8) designed to provide more permanent housing support options for low-income individuals also experienced increased demand resulting in long waitlists. The lack of exit strategies into these more permanent housing programs for clients on TBRA and in FBH programs led to stagnancy in HOPWA programs. In 2009 in the District only 11 new clients moved off of the waiting list to receive a TBRA voucher, 28 clients were enrolled in Northern Virginia, and no clients were moved from the waiting list into TBRA in Suburban Maryland.

HAHSTA expects based on the estimates of need by housing type (Table 5.1), the expenditure trends as indicated in Table 5.4 above and the stated need by PLWHA for long term support for the majority of the HOPWA award to be expended in TBRA; however, HAHSTA expects long-term permanent housing to remain a significant need in the EMSA.

The Washington DC EMSA will continue to provide direct housing subsidies for PLWHA with a focus on long-term subsidies and short-term emergency and transitional FBH. The EMSA will focus on increasing access to housing subsidies and short-term facilities by strategically focusing HOPWA expenditures and by leveraging with non-HOPWA supported programming. Although leveraging may offset some of the gap in services, the demand for services far outstrips the availability of housing in non-HOPWA funded programs as well. Additionally the EMSA will focus on increasing access to affordable housing and ensuring quality housing. Table 5.6 details output and fiscal housing goals for the EMSA by 2015.

The numbers on this table utilize the estimated HOPWA award amounts from Table 5.4 as a starting point to determining this distribution by housing type. Because HAHSTA had been utilizing unspent dollars to support additional TBRA slots for PLWHA and because those unexpended dollars are now spent, it will take an increasing fiscal commitment to the TBRA to keep the current households stable. For the fiscal year starting October 1, 2009 and ending September 30, 2010, the EMSA plans to spend 55% of the overall predicted HOPWA expenditures to TBRA. With the unexpended dollars from prior years allocated to TBRA for this year, \$8,016,240 is committed to TBRA. This averages \$1,089 per month for each PLWHA household on the program. Based on the client estimates discussed in Table 5.1, the EMSA predicts that 61% of the total low-income PLWHA with housing needs will require TBRA assistance in order to remain stably housed. HAHSTA estimates that in the first year of the Consolidated Plan (FY 2011), \$8,431,842 or 60% of the award will support PLWHA in TBRA. Assuming that the average spent per client remains at \$1,089 per month from FY 2010 to FY 2011, HAHSTA estimates that the number of clients served will decrease by 140 households. Without significant increases to the HOPWA award amount the housing needs gap for PLWHA will continue to grow particularly in TBRA.

A small number of TBRA clients will need permanent housing placement services in order secure a rental unit. Project Sponsors associated with TBRA are awarded permanent housing placement dollars to pay for security deposit amounts for clients moving into new units. The need for this service based on utilization is 1.0% of PLWHA or 83 low-income PLWHA by 2015.

Table 5.5: HOPWA Housing Needs and Output Goals

		TBRA	STRMU	FBH	Permanent Housing Placement	Total
Needs		6,723	1,323	1,534	106	9,686
Current		613	216	258	79	1166
Gap		6,110	1,107	1,276	27	8,520
Outputs and Funding		TBRA	STRMU	FBH	Permanent Housing Placement	Total
Year 1	Goal: HOPWA Assistance	621	326	216	69	1232
	Goal: Non-HOPWA Assistance	50	50	42	10	152
	HOPWA Budget	\$8,431,842	\$892,075	\$1,944,127	\$147,671	\$11,415,715
Year 2	Goal: HOPWA Assistance	653	343	227	73	1295
	Goal: Non-HOPWA Assistance	85	55	42	6	188
	HOPWA Budget	\$8,859,899	\$937,363	\$2,042,824	\$155,168	\$11,995,254
Year 3	Goal: HOPWA Assistance	684	359	238	76	1357
	Goal: Non-HOPWA Assistance	87	60	42	7	196
	HOPWA Budget	\$9,287,957	\$982,651	\$2,141,521	\$162,665	\$12,574,793
Year 4	Goal: HOPWA Assistance	716	376	249	80	1420
	Goal: Non-HOPWA Assistance	89	65	42	8	204
	HOPWA Budget	\$9,716,014	\$1,027,938	\$2,240,218	\$170,161	\$13,154,332
Year 5	Goal: HOPWA Assistance	747	392	260	83	1482
	Goal: Non-HOPWA Assistance	91	70	42	9	212
	HOPWA Budget	\$10,144,072	\$1,073,226	\$2,338,915	\$177,658	\$13,733,871

Housing Goals

Subject to the availability of HOPWA resources, the EMSA will

1. Endeavor to support 7471 households on TBRA by 2015. Additionally, HAHSTA will endeavor to prevent a gap between the current TBRA capacity and the expected TBRA capacity through leveraged dollars.
2. Endeavor to support 83 households on TBRA with security deposit assistance through Permanent Housing Placement by 2015.
3. Endeavor to increase the number of households served with STRMU to 392 households by 2015.
4. Endeavor to support 260 PLWHA in FBH by 2015. Additionally, HAHSTA will endeavor to prevent a gap between current FBH capacity and the expected FBH capacity through leveraged dollars.

Housing –Related Services Goals

In order to determine precisely the goals for housing-related services, HAHSTA compared the actual expenditures and clients served in FY 2009 to the projected expenditures and clients served for 2010. The projections are based on current

sub-grant commitments for October 1, 2009 through September 30, 2010 and were calculated to include projected inflation and shifts in programmatic priorities.

Table 5.6: Percentage of HOPWA Award Allocated by Housing Related Service and PLWHA Served.

Expenditures by Housing-Related Service				
	Distribution of Expenditures (October 2008 - September 2009)	Clients Served (October 2008 - September 2009)	Projected Expenditures (October 2009 - September 2010)	Projected Clients (October 2009 - 2010)
Housing Related Services				
Housing Information Referral	4.2%	11,400	3.4%	10,019
Support Services	15.1%	2,488	8.8%	516

HAHSTA estimates that 11% of the low-income PLWHA with housing needs will require housing-related services in order to remain stably housed. HAHSTA applied this percentage to the estimated HOPWA award detailed in Table 5.4. HAHSTA estimated that 4.0% will be needed to fund housing information and referral services and 7.0% will be needed to fund support services for clients on the waiting lists and clients with special needs.

As previously discussed, HAHSTA has prioritized expenditures that result in direct housing support for PLWHA. HAHSTA had been utilizing unspent dollars to support housing-related services for PLWHA. Because those unexpended dollars are now spent, HAHSTA expects to fund fewer support services in the EMSA. As a result the percentage of the award committed to support services has decreased. The focus for support services has shifted to those PLWHA with special needs residing in FBH programs and to those PLWHA on wait lists.

Although the EMSA is prioritizing direct housing costs, housing-related services are an important step in ensuring that clients have both access to supportive housing and the means to remain stabilized in housing. Housing-related services include support services, permanent housing placement and housing information and referral services. In order to ensure that majority of HOPWA funding creates housing opportunities for PLWHA, the EMSA will focus support services on those that cannot be leveraged from non-HAHSTA funded sources and are essential to ensure that the most vulnerable PLWHA remain stably housed including clients on wait lists for TBRA and FBH. Housing information and referral services will be utilized to ensure that the application process for HOPWA services remains accessible for all PLWHA, to help those with housing needs develop realistic housing plans and to ensure all PLWHA receive appropriate referrals to other housing services. Table 5.8 details the output and fiscal housing-related goals for the EMSA by 2015.

Table 5.7: HOPWA Housing-Related Services Needs and Output Goals

		Housing Information and Referral	Support Services	Total
Needs		11,022	1212	12,234
Current		10,019	516	10,535
Gap		1,003	696	1,699
		Housing Information and Referral	Support Services	Total
Outputs and Funding				
Year 1	Goal: HOPWA Assistance	10,140	341	10,481
	Goal: Non-HOPWA Assistance	500	100	600
	HOPWA Budget	\$476,373	\$814,867	\$1,291,240
Year 2	Goal: HOPWA Assistance	10,655	359	11,013
	Goal: Non-HOPWA Assistance	525	115	640
	HOPWA Budget	\$500,557	\$856,235	\$1,356,792
Year 3	Goal: HOPWA Assistance	11,170	376	11,545
	Goal: Non-HOPWA Assistance	550	130	680
	HOPWA Budget	\$524,741	\$897,603	\$1,422,344
Year 4	Goal: HOPWA Assistance	11,684	393	12,077
	Goal: Non-HOPWA Assistance	575	145	720
	HOPWA Budget	\$548,925	\$938,972	\$1,487,896
Year 5	Goal: HOPWA Assistance	12,199	410	12,610
	Goal: Non-HOPWA Assistance	600	160	760
	HOPWA Budget	\$573,109	\$980,340	\$1,553,448

Housing-Related Goals

Subject to the availability of HOPWA resources, the EMSA will

1. Endeavor to provide housing information and referral services to 12,199 PLWHA by 2015. This will include intake and assessment services as well as linkages to other housing and housing-related services.
2. Endeavor to provide support services to 410 PLWHA. Additionally, HAHSTA will endeavor to prevent a gap between the current support services capacity and the expected support service capacity through leveraged dollars.

ⁱ Department of Health, District of Columbia HIV/AIDS Epidemiology Annual Report, 2007

ⁱⁱ U.S. Census Bureau, American Community Survey. http://factfinder.census.gov/home/saff/main.html?_lang=en. Downloaded Nov. 20, 2008.

ⁱⁱⁱ The Washington AIDS Partnership, The Northern Virginia HIV Services and Financing System: Assessing Resources to Address an Era of Constrained Funding, January 2006

^{iv} US Dept of Labor, Bureau of Labor Statistics for May 2008, downloaded February 4, 2010, http://www.bls.gov/oes/2008/may/oes_wv.htm

^v From newhomes.org. Downloaded December 24, 2008, www.newhomesguide.com/forms/maps/nhg_map_k.pdf

^{vi} <http://www.nlihc.org/oor/oor2009/>, February 6, 2010.

^{vii} <http://www.census.gov/acs/www/SBasics/>, February 6, 2010.

^{viii} DC Fiscal Policy Institute, “Nowhere to Go: As DC Housing Costs Rise, Residents Are Left With Fewer Affordable Housing Options.” Feb. 5, 2010.

<http://dcfpi.org/?p=1486>. Downloaded Feb 8, 2010.

^{ix} 2009 Consolidated Annual Performance and Evaluation Report for the Washington DC EMSA.

^x *Percentage of People in Poverty by State Using 2- and 3-year averages: 2005-2006 and 2007-2008*. American Community Survey, U.S. Census Bureau.

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- ^{xvii} Pettit, K., Hende, L., Kingsley, G, et. al. *Housing in the Nation's Capital 2009* The Urban Institute. Washington D.C. Downloaded Feb. 19, 2010. <http://www.nvaha.org/pdfs/housingnationscapital09.pdf>
- ^{xviii} *The 2009 Count of Homeless Persons in Shelters and On the Streets in Metropolitan Washington*, The Metropolitan Washington Council of Governments. May 13, 2009.
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