

CITY OF HOUSTON

Annise D. Parker, Mayor

HOUSING AND COMMUNITY
DEVELOPMENT DEPARTMENT

Neal Rackleff, Interim Director

2012 Draft Annual
Action Plan



DRAFT





DRAFT 2012 ANNUAL ACTION PLAN



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ANNISE D. PARKER, MAYOR

HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT

NEAL RACKLEFF, INTERIM DIRECTOR

MAYOR

Annise D. Parker
CITY OF HOUSTON

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Third Program Year Action Plan

The CPMP Third Annual Action Plan includes the SF424 and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

EXECUTIVE SUMMARY

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year 3 Action Plan Executive Summary:

Overview. The 2012 Annual Action Plan (Plan) represents year three for the 2010-2014 Consolidated Plan approved by the U. S. Department of Housing and Urban Development (HUD) on July 13, 2010. This Plan is the City of Houston (City) Housing and Community Development Department's (HCDD) official application for HUD entitlement grants and proposes programs and services to be funded during the City's Fiscal Year (FY) 2013/ HCDD's Program Year (PY) 2012 (July 1, 2012 – June 30, 2013). There are four sources of federal program funds in this application:

- Community Development Block Grant (CDBG);
- HOME Investment Partnerships Program (HOME);
- Housing Opportunities for Persons with AIDS (HOPWA); and
- Emergency Solutions Grant (ESG).

HCDD's primary objectives are to increase the availability, accessibility, and affordability of decent housing, of suitable living environments, and of economic opportunity for low- and moderate-income Houstonians. The goals established during the 2010-2014 Consolidated Planning period are:

- Develop and maintain an adequate supply of safe, decent housing that is affordable and accessible to residents with a range of income levels and household needs;
- Expand sustainable homeownership opportunities for low-, moderate-, and middle-income families;

Figure 1: REVIEW OF 2010-2014 PLAN PRIORITIES

2010-2014 Consolidated Plan funding priorities are divided into four categories designed to benefit low- and moderate-income Houstonians:

- Affordable Housing
- Supportive Services
- Public Improvements & Infrastructure, and
- Economic Development.

Analysis and public input from the five- year plan determined that:

- The highest demand for affordable rental housing is among the growing elderly population and minority families with children,
- More affordable supportive housing is needed for special needs populations,
- The demand for public neighborhood spaces far surpasses the supply of funding available, and
- Low wages are the greatest impediment to securing affordable housing.

HCDD seeks new partnerships and more innovative and cost effective approaches to address the needs of the community. HCDD continuously explores and implements strategies to achieve the greatest impact with its limited resources.

- Reduce chronic and family homelessness by providing gap financing to supportive housing projects;
- Ensure that city residents with long-term support needs have access to appropriate services and accessible community housing options;
- Ensure full and fair access to housing for all residents; and
- Enhance the economic well-being of the City while ensuring that economic growth is compatible with the community.

Annual Objectives. The Plan identifies programs and activities that will be used toward meeting HCDD's goals. As required by HUD, each activity is linked to one of three federal program objectives: **decent housing, suitable living environment, and economic development** matched with one of three outcomes: **availability/accessibility, affordability, and sustainability**. The resulting outcome(s) for HCDD's 2012 Annual Action Plan, described below, fall into one of three outcomes and objectives. The following annual activities that will enable HCDD to achieve these outcomes and objectives in PY 2012 are listed below:

Decent Housing.

2012 Annual Action Plan activities, which facilitate making decent housing more available, affordable, accessible, and sustainable, include:

- Acquisition, rehabilitation, and new construction of multifamily properties,
- Downpayment and closing cost assistance to increase low- and moderate-income persons' access to homeownership,
- Single family home repair to preserve existing housing stock, and

Suitable Living Environment.

2012 Annual Action Plan activities, which help make suitable living environments more available, affordable, accessible, and sustainable for low- and moderate-income residents, will include:

- Building/rehabilitating neighborhood facilities,
- Lead-based paint testing and abatement activities,
- Juvenile and youth programs,
- Homelessness prevention,
- Supportive and transitional housing,
- Support services for special needs populations (e.g. elderly, disabled),
- Services to HIV/AIDS populations, and
- Health care education and services.

Economic Development/Opportunity.

2012 Annual Action Plan activities, which help increase access to economic opportunity for low- and moderate-income communities, will include:

- Small business development services and
- Job training for special needs populations.

Past Performance. Since 2010, HCDD has made a concerted effort to streamline operations, implement best practice policies and procedures, and improve strategies to meet goals and objectives. A recently formed partnership will assist HCDD to elevate these efforts. In November 2011, Houston Mayor Annise Parker and U.S. Department of Housing and Urban Development

(HUD) Assistant Secretary Mercedes Márquez announced a collaborative partnership to enhance the City's housing and community development activities. This partnership is part of the One CPD initiative of HUD's Office of Community Planning and Development. During PY 2011 and PY 2012, HUD will work with HCDD to provide technical assistance and capacity-building that will meet the specific needs of City staff and stakeholders. The One CPD consultants anticipates working with the City and local and national non-profits to build the management systems and capacity necessary to successfully carry out comprehensive sustainable development and revitalization strategies that target Houston's specific needs.

In addition, several changes have occurred in PY 2011 that will influence HCDD's future direction. First, HUD announced sweeping cuts to communities receiving entitlement funds. In PY 2012, it is anticipated that CDBG funding will be cut by 11% and HOME funding will be cut by 37% from the prior year's allocation amounts. With a drastic decrease in funding, HCDD will reevaluate strategies and performance measures within the remaining years of the current Consolidated Plan. HCDD continues to implement the framework required to meet the continuing challenges of doing more with less, while still providing responsive and timely service to Houston communities. Second, HCDD's Director resigned and an Interim Director was named in January of 2012. The City of Houston will be conducting a national search before appointing the new HCDD Director.

The goals and objectives for the past year, PY 2011, correlate to the priority needs identified in the 2010-2014 Consolidated Plan. The 2010-2014 Consolidated Plan recognized strategic areas of activity and investment within the HUD priority need categories.

During PY 2011, expenditures were made in the following program areas:

- Multifamily Development
- Homebuyer Assistance
- Single Family Home Repair
- Public Services funding to agencies that provide a variety of programs assisting individuals and families
- Public Facilities
- Long- range planning to address homelessness
- Economic Development - Small Business Loans/Job Training

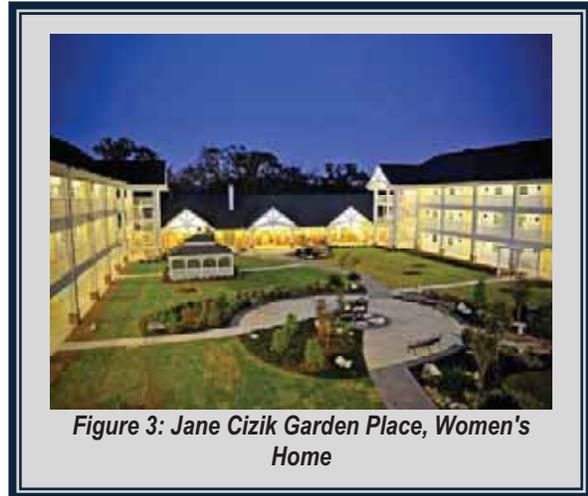
Some of the projects completed or anticipated to be completed in the PY 2011:

Multifamily Affordable Housing

- Chelsea Senior Community Center - Senior, New Construction (150 total units/ 16 restricted)
- Floral Garden – Senior, New Construction (100 total units/ 6 restricted)
- Hometown at Wayside – Senior, New Construction (128 total units/ 27 restricted)



- Avenue Terrace (Irvington Court) – Multifamily, New Construction (144 total units/ 27 restricted)
- Jane Cizik Garden Place (Women’s Home) – Women, New Construction, (88 total units/ 55 restricted)
- Northline Apartment Homes – Multifamily, New Construction (172 total units/ 9 restricted)
- Orchard at Garden Oaks (Orchard at Oak Forest) – Senior, New Construction (118 total units/ 30 restricted)
- South Acres Ranch II – Multifamily, New Construction (49 total units/ 5 restricted)
- Sterling Court Senior Residences – Senior, New Construction (140 total units/ 20 restricted)
- W. Leo Daniels – Senior, New Construction (100 total units/ 51 restricted)



Neighborhood Facilities – SPARK Parks

- Hollibrook Elementary School
- McReynolds Middle School
- Kettleson Elementary School
- Moreno Elementary School
- Eastwood Academy



Neighborhood Facilities

- Fondren Police Station – Construction of a new police station in a LMI area, 8605 Westplace Drive
- The Center – Renovation and expansion of a 40-year old building that provides supportive services to adults with developmental and intellectual disabilities, 3550 West Dallas
- Community Family Center – Construction of a new gymnasium in an LMI area, 7524 Avenue E
- Vietnamese Community Center – Renovation of existing building exterior and interior, 7100 Clarewood Drive
- Korean School – Acquisition of a facility for a non-profit serving low- and moderate-income individuals in the Spring Branch area of Houston, 1809 Hollister Road

Homebuyer Assistance Program

In June 2011 HCDD held a *Meet, Greet, and Learn* for Houston Area realtors, HCDD Downpayment Assistance Department Approved Homebuyer Education Counselors, LARA approved builders, and Authorized Lenders and their staff members to foster a renewed team effort toward providing homeownership for low- and moderate-income (LMI) homebuyers. An overview

of the homebuyer assistance grants and training on how to submit a file for grant assistance was provided. Almost monthly, HCDD staff members participate in events to educate stakeholders and homebuyers of the availability and advantages of homebuyer assistance grants.

In early 2012, HCDD instituted new Affordable Lenders Policies and Procedures (ALPP). ALPP will allow HCDD to add more authorized lenders several times a year instead of once annually and pre-schedule and publish upcoming authorized lenders application dates to prospective lenders. HCDD posts the ALPP and Authorized Lender Application on HCDD's website. By increasing the number of Authorized Lenders, more potential homebuyers will be aware of the Program and its requirements.



Figure 5: HCDD Meet, Greet and Learn Event Homebuyer Assistance Program

Public Services

- The Mobile Library increased access to services in high-need neighborhoods by providing literacy programs, workforce development training, computer training, and access to technology.
- Healthcare for the Homeless Project Access responded to the needs of the homeless by providing transportation services to homeless individuals seeking services.
- Bering Omega Community Services provided eligible HIV/AIDS individuals and their family members with supportive services such as financial budgeting, adult day care, first month rent, and deposit assistance.
- Capital Investing in Development and Employment of Adults, Inc. (Capital IDEA Houston) administered a Workforce Development Program that seeks to lift people out of poverty by providing case management services to place graduates of community college education into professional fields with an opportunity for advancement.

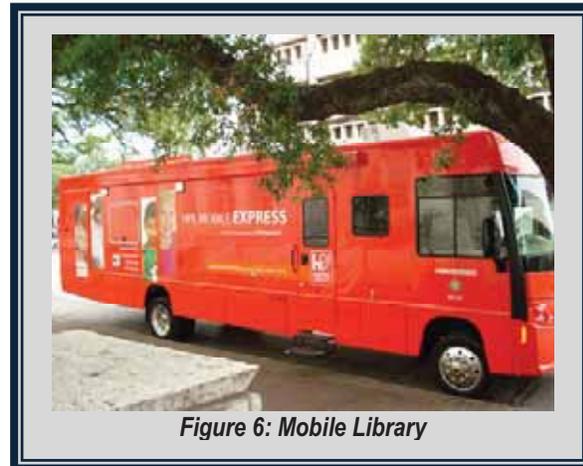


Figure 6: Mobile Library

While numerous projects/programs were funded and the collective impact of these activities resulted in substantial improvements to the lives and neighborhoods of the low- and moderate-income residents of Houston, HCDD has not achieved complete success in all of its goals. The following obstacles have impacted HCDD's ability to fully realize its goals:

- Uncertain market conditions along with the continued restrictive credit requirements have made it particularly difficult for low- and moderate-income homebuyers to secure mortgages to transition into homeownership. This has had a significant impact in our ability to meet goals set in the 2010-2014 Consolidated Plan.
- Federal Entitlement Grants have been substantially cut in PY 2011 and PY 2012. This will result in a reduction of scope and total goals achieved in funded programs.
- Since 2008, HCDD has been awarded approximately \$300,000,000 in special grant funding to address housing and community development needs in addition to entitlement funding received. These grants have quickly increased the need for greater staff capacity, as well as the need for greater funding for administration and monitoring for long-term compliance. HCDD continuously is adjusting to working with multiple funding sources and program guidelines simultaneously.

While there have been some specific challenges over the past year, overall, HCDD believes it will meet the corrected five-year goals as updated in the 2010 CAPER and this Plan. A full evaluation of the performance standards will be completed in the fall of 2012 as part of the Comprehensive Annual Performance Evaluation Report (CAPER) for PY 2011.

ANNUAL OBJECTIVES AND BUDGET SUMMARY

The following tables illustrate the proposed annual objectives and summary of grant funding allocations HCDD will carry out in PY 2012. These allocations reflect estimates and are subject to change pending final notification from the Office of Management and Budget.

Figure 7: 2012 Annual Action Plan Budget Summary	
2012 Annual Action Plan Summary (PY 2012 / Houston FY2013)	
Community Development Block Grant	\$24,227,493
CDBG Projected Program Income	\$466,878
HOME Investment Partnerships Program	\$7,855,880
HOME Projected Program Income	\$163,379
Housing Opportunities for Persons with AIDS Grant	\$7,572,952
Emergency Solutions Grant	\$2,367,794
TOTAL	\$42,654,375

Goals and objectives to be carried out during the action plan period are indicated by check marks.

Figure 8: HUD Objectives Summary					
<input checked="" type="checkbox"/>	Objective Category: Decent Housing	<input checked="" type="checkbox"/>	Objective Category: Suitable Living Environment	<input checked="" type="checkbox"/>	Objective Category: Expanded Economic Opportunities
	Which includes:		Which includes:		Which includes:
<input checked="" type="checkbox"/>	assisting homeless persons obtain affordable housing	<input checked="" type="checkbox"/>	improving the safety and livability of neighborhoods	<input type="checkbox"/>	job creation and retention
<input checked="" type="checkbox"/>	assisting persons at risk of becoming homeless	<input checked="" type="checkbox"/>	eliminating blighting influences and the deterioration of property and facilities	<input type="checkbox"/>	establishment, stabilization and expansion of small business (including micro-businesses)
<input checked="" type="checkbox"/>	retaining the affordable housing stock	<input checked="" type="checkbox"/>	increasing the access to quality public and private facilities	<input checked="" type="checkbox"/>	the provision of public services concerned with employment
<input checked="" type="checkbox"/>	increasing the availability of affordable permanent housing in standard condition to low-income and moderate-income families, particularly to members of disadvantaged minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status, or disability	<input checked="" type="checkbox"/>	reducing the isolation of income groups within areas through spatial deconcentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods	<input type="checkbox"/>	the provision of jobs to low-income persons living in areas affected by those programs and activities under programs covered by the plan
<input checked="" type="checkbox"/>	increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence	<input type="checkbox"/>	restoring and preserving properties of special historic, architectural, or aesthetic value	<input type="checkbox"/>	availability of mortgage financing for low income persons at reasonable rates using non-discriminatory lending practices
<input checked="" type="checkbox"/>	providing affordable housing that is accessible to job opportunities	<input type="checkbox"/>	conserving energy resources and use of renewable energy sources	<input checked="" type="checkbox"/>	access to capital and credit for development activities that promote the long-term economic social viability of the community

Figure 9: 2012 Action Plan Budget Summary - CDBG	
CDBG Funds	Estimated Allocation (FY2012)
Sources	
Projected CDBG Award	24,694,371
Projected CDBG Grant Award	24,227,493
Projected Program Income	466,878
Uses	
Total - CDBG Activities	24,694,371
Program Administration (up to 20% of Estimated Grant Amount & Program Income)*	4,938,874
Legal Department (Transfer for Administration Costs)	475,000
Coalition for the Homeless of Houston/Harris County (HMIS)	133,415
Affirmatively Furthering Fair Housing Activity	150,000
CDBG Program Administration to HCDD	4,180,459
Programs & Program Delivery Costs	19,755,497
Public Services (16.77 % of Estimated Grant Amount)*	4,141,246
<i>Public Services Activities</i>	3,556,124
<i>Public Services - ESG Match (38/62 split with contractor)</i>	585,122
Neighborhood Facilities (Public/Private)	2,758,415
Retrofitting for Accessibility	1,000,000
Single Family Home Repair Program	4,221,353
Program Delivery Single Family Home Repair Program	1,000,000
Relocation for Single Family Home Repair Program	300,000
Lead-Based Paint Testing (Project Delivery for SFHR Program) -- transfer to Health Dept.	100,000
Lead-Based Paint Matching Grant - transfer to Health Dept.	975,000
Economic Development Assistance Programs	2,000,000
Neighborhood Protection - Legal & Code Enforcement	2,791,483
Program Delivery (Legal Supporting Demolition of Dangerous Buildings)	218,000
Program Delivery Cost (Legal/Program Delivery Costs)	300,000
<i>*Note: The City has been grandfathered with an exception at a rate of 16.77% instead of 15%</i>	

Figure 10: 2012 Action Plan Budget Summary - HOME	
HOME Funds	Estimated Allocation (FY2012)
Sources	
Projected HOME Award	8,019,259
Projected HOME Grant Award	7,855,379
Projected Program Income	163,379
Uses	
Total - HOME Activities	8,019,259
Planning and Administration (10% of Estimated Grant + Program Income)	801,926
HOME CHDO Program Set-Aside (15% of HOME Allocation)	1,202,889
Multifamily Development Program (with Relocation Assistance)	5,614,444
Multifamily Program Delivery Costs	400,000
Housing Programs & Delivery Costs	6,014,444

Figure 11: 2012 Action Plan Budget Summary - HOPWA	
HOPWA Funds	Estimated Allocation (FY2013)
Sources	
Projected HOPWA Grant Award	7,572,952
Uses	
Total - HOPWA Activities	7,572,952
Operating Costs	1,008,707
Supportive Services	1,454,143
Project or Tenant Based Rental Assistance	2,427,395
Short-term Rent, Mortgage, & Utility Subsidies	1,879,207
Resource Identification/Technical Assistance	46,206
Total Programs/Projects	6,815,658
Program Administration (10% of Estimated Grant Amount)	
Grantee Administration (3% of Estimated Grant Amount) -- HCDD	277,188
Sponsor Administration (7% of Estimated Grant Amount) -- Subgrantees	530,106
Total Program Administration	757,295

Figure 12: 2012 Action Plan Budget Summary - ESG	
ESG Funds	Estimated Allocation (FY2012)
Sources	
Projected ESG Award	2,367,794
Uses	
Total ESG Activities	2,367,794
HMIS (5.50%)	130,229
Emergency Shelter (50.00%)	1,183,897
Homeless Prevention	438,042
Rapid Rehousing (18.5%)	438,042
Administration (7.5%)	177,585

DESCRIPTION OF ACTIVITIES

Introduction. The current economic recession provides a basis to reinvest, focus on revitalizing existing neighborhoods and communities, and enhance the infrastructure necessary to support existing residents. It has been proven that people in crisis need a safe and secure environment to become stable, self-sufficient and ultimately thrive. In turn, thriving people have the ability to support the built environment and pro-actively participate in community enrichment.

Activities have been selected for inclusion in this Plan based on 2010-2014 Consolidated Plan priorities and public input. During PY 2012, HCDD will engage in community development activities through increasing the availability and quality of affordable housing, the delivery of public services, investment in neighborhood facilities, and economic development activities. In addition, HCDD balances the growing need for services with HUD regulations and budget constraints.

Activities presented in this section fall into four major priority areas, which also reflect our institutional structure and approach to program delivery:

- 1. Affordable Housing**
 - Multifamily Construction and Rehabilitation
 - Single Family Construction, Repair, and Homebuyer Assistance
 - Community Housing Development Organizations (CHDOs)
- 2. Public Services**
 - Youth Enrichment, Child Care
 - Health Services
 - Homeless Prevention
 - Social Services
 - HIV/AIDS Services
 - Elderly Services
- 3. Neighborhood Facilities & Improvements**
 - Public and Private Neighborhood Facilities
 - Parks
 - Public Safety
- 4. Economic Development**
 - Small Business Expansion and Development
 - Job Creation for Special Needs Populations

A complete listing of projects and activities proposed to be funded in PY 2012 can be found in the *Appendix* of this document, *Project Information - Table 3C*.

Multifamily Housing Programs

Objective Addressed.

Improve the availability, accessibility, and affordability of Decent Housing (DH 1).

Program Description. The goal of HCDD's Multifamily Housing Program is to assist in providing safe, decent, and affordable high-quality rental housing to low- and moderate-income Houstonians. Both rehabilitation and new construction multifamily projects help to revitalize and stabilize blighted neighborhoods and contribute to neighborhood development and community revitalization. In addition, creating sustainable multifamily projects can provide an opportunity to facilitate the delivery of additional services and amenities to the residents of the greater neighborhood further stabilizing existing neighborhoods.

Solicitations and Awards. Multifamily Housing Program goals are accomplished through public/private partnerships. The Multifamily Housing Program also creates forums to facilitate innovation and new approaches to community development and affordable housing. HCDD periodically invites the submission of proposals from non-profit and for-profit organizations, cooperative corporations, partnerships, and individuals to acquire, rehabilitate and/or build, affordable housing directed toward low- and moderate-income persons. No applications will be approved without an Affirmative Marketing Plan, which shows how the project will actively solicit potential tenants or homebuyers who are least likely to apply for housing in order to make them aware of available affordable housing opportunities and create a diverse population for the project. More information about HCDD's affirmative marketing can be found in the *Housing* section of this Plan.



Figure 13: 4415 PERRY – NEW HOPE HOUSING, INC

New Hope Housing Inc. (New Hope) is a non-profit affordable apartment developer that develops and operates supportive single room occupancy (SRO) units in Houston. New Hope broke ground on its sixth SRO at 4415 Perry Street in the summer of 2011, and the development is expected to be completed in PY 2012.

4415 Perry will be a 160-unit SRO apartment complex located in City Council District D. The development budget is approximately \$12.4 million and is financed through a public/private partnership that leverages tax credit investment with funds from the City of Houston as well as private foundations, corporations, churches, and individual donors. This property will be a LEED certified, energy efficient, green building.

It is projected that rents will range from \$435 to \$465 per month for the fully furnished, efficiency units that are between 240 and 440 square feet. These apartments will provide a stable environment for individuals to begin receiving or continue to receive supportive services as needed at no cost to them and essential to their remaining stably housed.

MULTIFAMILY PROGRAM STAFF

Eta Paransky, Assistant Director
713.868.8449

An open Request for Proposals (RFP) was published on February 2, 2012. Projects are evaluated based on threshold requirements and awarded based on the priorities established in the RFP. During PY 2012, HCDD anticipates using up to \$10 million in HOME funds, approximately \$3 million in CDBG funds, \$1

million in NSP grant funds, and approximately \$3 million in Homeless and Housing Bonds, to provide gap funding for multifamily projects. The funding associated with this RFP will support projects that create and/or upgrade affordable rental housing units while leveraging other valuable private and public funding resources, such as Low Income Housing Tax Credits. HCDD is also considering the use of Section 108 loan guarantees for multifamily and neighborhood economic development activities.

Recipients Served. Through the RFP selection process, HCDD prioritizes funds for proposals that serve special needs groups, including homeless and homeless veterans, in either permanent supportive housing or temporary/transitional housing. Other priority special need groups include senior citizens and the disabled. The Multifamily Program prioritizes the rehabilitation and reconstruction of existing units for very low-, low- and moderate-income households ahead of new construction.

Where CDBG funds are used, at least 51 percent of all units must be restricted. Where HOME funds are used, a proportionate share of units to the share of HOME dollars as a fraction of total project costs must be restricted as HOME units. It is important to note, however, that where HOME funds provide the gap financing for Low Income Housing Tax Credit projects, almost all units have restricted rents for low- and moderate-income households. With an emphasis on rehabilitation and reconstruction, while the City project financing will be provided only for units restricted to low- and moderate-income residents, the demographics of the neighborhoods in which the projects are completed are such that most of the residents in unrestricted units will also be low- and moderate-income households. In addition, the market rents in these neighborhoods are often less than the allowable HUD rents.

2012 Annual Program Activity. Proposed activities for PY 2012 for the **Multifamily Development Program** are:

- Improve the supply quality, and accessibility of affordable rental housing by providing funding for affordable rental housing acquisition, new construction, and rehabilitation to create 200 restricted units. (DH1).

Figure 14: Multifamily Projects In-Progress

Project Name	Description	Population Served	Restricted Units	Total Units	Estimated Completion Date
4415 Perry*	New Construction	SRO	54	160	August 2012
Golden Bamboo III*	New Construction	Seniors	10	130	August 2012
The Men's Center	New Construction	Homeless	31	64	April 2012
Travis Street Plaza	New Construction	SRO	72	192	April 2013
Zion Gardens*	New Construction	Multifamily	17	70	December 2012

* CHDO Project

Single Family Home Repair

Objectives Addressed.

Objective 1: Improve the availability, accessibility, and affordability of Decent Housing (DH).

Objective 2: Improve the availability, accessibility, and affordability to create Suitable Living Environments (SL) for low- and moderate-income persons.

Program Description. The Single Family Home Repair (SFHR) Program goals are to: address home repairs needed to alleviate specific life, health, and safety hazards resulting from substandard conditions in owner-occupied homes, assist as many homeowners as funding allows, and keep repair costs at a reasonable minimum. Through the SFHR Program HCDD repairs, rehabilitates, or reconstructs homes for eligible homeowner applicants within the City of Houston. Three types of repairs are provided through the program:

- *Tier 1, Emergency Repairs.* Repair for emergencies that were beyond the control of homeowner, i.e., removal of gas meter because of leaks in the system, wind damage to roof covering, damage by lightning. Request for repair services must be within two weeks of the event. Average cost per repair: \$7,000
- *Tier II, Rehabilitation.* Repairs to correct deferred maintenance items, i.e. replacement of old roof covering, foundation repair, and exterior painting. Cap: \$30,000
- *Tier III, Reconstruction.* When a house is determined to be beyond repair, the existing structure is razed and a new house is reconstructed on the site. Average cost per reconstruction project (includes demolition, construction, and relocation if necessary): \$140,000

Program Eligibility/Recipients Served. SFHR is available to homeowner-occupied households with incomes below 80% of the area median income and that meet threshold requirements which include: proof of ownership, proof of occupying the property, and current property taxes and property insurance. HCDD will prioritize applications from the elderly and disabled applicants. Tier 1 emergency repairs continues to be limited to applicants 62 years of age or older or applicants on disability. Priority for the

Figure 15: ROUND I DISASTER RECOVERY FUNDS AID HOMEOWNERS AFFECTED BY HURRICANE IKE

HCDD's **Single Family Home Repair Disaster Recovery Program (SFHR-DR)** alleviates specific life, health, and/or safety hazards resulting from hurricane damage. Federally funded and monitored through the Texas General Land Office (GLO), and the program funds rehabilitation/repairs, reconstruction, and new construction of damaged properties.

Targets:

Rehabilitation/Reconstruction=242 properties

Round I Eligibility Requirements.

- Home must have sustained Hurricane Ike damage
- Applicant must own their home
- Home was primary residence on 9/13/2008 and at time of application
- Household income must be < 80 percent AMI
- May not reside in 100-year flood plain
- Applicant / Co-Applicant must not owe child support (or payment plan in force)
- No property taxes owed on home (or payment plan in force)
- Must be environmentally cleared
- Homes considered on a first-come, first-served application basis
- Homeowners must be able to provide receipts for insurance / FEMA / SBA awards for structural damage or bring that money to signing to avoid duplication benefits.

SFHR PROGRAM STAFF

Chris Butler, Deputy Assistant Director
(713) 865-4196

Reconstruction (Tier III) will be given to homeowner applicants who do not need interim housing during construction process and have clear title without outstanding liens or mortgages.

Housing counseling with HCDD staff is a requirement for all program participants. Relocation is a voluntary program and only provided when needed to Rehabilitation (Tier II) and Reconstruction (Tier III) participants. Lead abatement activities are provided to housing units as need is determined based on the presence of chipping or peeling paint for homes built prior to 1978.

Since September 2010, HCDD has stopped accepting new applications, focusing on reducing the existing workload. When additional funding becomes available, regular CDBG applications will be processed on a first-come, first-served basis through the HCDD Call Center.

2012 Annual Program Activity. For PY 2012, the Single Family Home Repair Program will:

- Address 67 housing units with emergency conditions that occur without warning - **Tier 1** (DH 3),
- Provide 79 housing units with moderate repairs - **Tier 2** (DH3),
- Reconstruct 12 substandard homes - **Tier 3** (DH3),
- Assist in 60 relocations (DH3),
- Refer 79 housing units, all Tier 2 homes built prior to 1978, for lead-based paint risk assessment/clearance (SL 3.4), and
- Perform lead abatement/remediation on 79 housing units - Tier 2 homes built prior to 1978 (SL3.4).

Homebuyer Assistance

Objective Addressed.

Improve the availability, accessibility, and affordability of Decent Housing (DH).

Program Description. HCDD’s Homebuyer Assistance Program has created Houston Homebuyer, Houston HOPE, and Workforce Housing to help families achieve the dream of homeownership. Funding for downpayment and/or closing cost assistance through HCDD’s Homebuyer Assistance Program is provided through the HOME Investment Partnership Program and TIRZ revenues set-aside for affordable housing development.

Program Eligibility/Recipients Served. HCDD’s Homebuyer Assistance Program is currently accepting applications for Houston Homebuyer, Houston HOPE, and Workforce Housing Assistance. In order to be considered for funding, potential clients are required to contact and obtain mortgage financing through one of the HCDD’s approved lending partners. The application process is open to all and assistance is granted on a first come, first served basis. Requirements and grant amounts are listed below.

Figure 16: Homebuyer Assistance Programs			
Program Requirements	Houston Homebuyer Assistance	Houston HOPE	Workforce Housing
Funding Amount(s)*	Up to \$19,500	Up to \$30,000	Up to \$30,000
Area Median Income (AMI) Limit	Up to 80% AMI	Up to 80% AMI	80 to 110% AMI
Qualifying Areas	Citywide	Revitalization Areas – ONLY	Revitalization Areas – ONLY
Property Type	New or Existing Home	New or Existing Home	New Home Only
Maximum Sales Price*	\$200,160	\$200,160	\$150,000
Homebuyer Financial Contribution	\$500	\$500	\$500 + \$1,000 in Reserves
Affordability Period	10 Years	10 Years	10 Years
Funding Source	HOME	HOME	TIRZ

*Section 203(b) of the National Housing Act

All homebuyers are required to participate in an eight-hour homebuyer education course provided by a HUD approved housing counseling agency. Homebuyers receiving Houston Homebuyer Assistance or Houston HOPE Assistance may be eligible to be reimbursed up to \$300 for this course. All assistance types shown require homebuyers to live in the home for ten years (Affordability Period) or proportionate repayment of the assistance is required. The assistance is given in the form of a deferred, forgivable loan and is subject to recapture provisions as described in the *Housing* section of this Plan. In addition, all homes must meet HCDD Minimum Housing Standards.

The table below estimates the racial/ethnic distribution of potential homebuyers to be assisted in PY 2012:

<i>Figure 17: Estimated Racial/Ethnic Distribution of Homebuyer Programs</i>	
Ethnicity/Race	% Downpayment Assistance Recipients
Asian	0
Black	53%
Hispanic	43%
White	4%
Other	0
Total	100.0%

2012 Annual Program Activity. In PY 2012, the Homebuyer Assistance Program will:

- Increase homeownership affordability by implementing the **Houston Homebuyer Assistance Program** to assist eligible homebuyers with downpayment and/or closing cost assistance for 170 housing units. (DH 2.1)
- Increase homeownership affordability by implementing the **Houston HOPE Homebuyer Assistance Program** to assist eligible homebuyers with downpayment and/or closing cost assistance for 45 housing units in eligible areas. (DH 2.1)
- Provide homebuyer counseling assistance to 97 homebuyers. (DH2.1)

In early 2012 HCDD instituted a new Affordable Lenders Policies and Procedures (ALPP). ALPP will allow HCDD to add more Authorized Lenders several times a year instead of once annually, as well as, pre-schedule and publish upcoming authorized lenders application dates to prospective lenders. In the upcoming program year HCDD will endeavor to increase the number of Authorized Lenders. Also, HCDD will work towards increasing the number of Authorized Homebuyer Counselors and will create new policies and procedures to address tactics used to control potential homebuyers. HCDD will continue to hold training workshops for stakeholders to address homebuyer issues and to promote HCDD's Homebuyer Assistance Programs.

HCDD will continue to fund the Houston HOPE initiative through PY 2012. Houston HOPE designated areas are not official, HUD-approved target areas, but HCDD is compelled to responsibly complete current commitments with community partners associated with Houston HOPE.

Community Housing Development Organizations (CHDO)

Objectives Addressed.

Improve the availability, accessibility, and affordability of Decent Housing (DH).

Program Description. The Housing and Community Development Department (HCDD) supports designated non-profit community-based service organizations in developing housing for low- and moderate-income families. These non-profit agencies are designated Community Housing Development Organizations (CHDOs) and are eligible for at least 15% of the City's HOME funding each year as required by HUD's set-aside requirements.

The Housing and Community Development Department's (HCDD) CHDO Program:

- Promotes sustainable community development activity throughout Houston,
- Administers a fair, streamlined program responsive to the needs of CHDOs and the neighborhoods they serve, and
- Complies with all HUD rules and regulations.

Solicitation and Awards.

The City of Houston plans to award funds for project-specific pre-development assistance, including but not limited to technical assistance, site control loans, and seed money loans. HCDD also proposes project funding to be no more than the minimum amount needed to produce either one or more single family houses or an apartment complex based on (i) demonstration of commitment of other sources of funding and (ii) plans, specifications and budgets that are cost reasonable. This type of investment will apply to all CHDOs' projects.

HCDD announced an open request for proposals (RFP) for multifamily projects in February 2012 for certified CHDOs on its website. HCDD is anticipating an announcement of an open request for proposals (RFP) for single-family projects in midsummer 2012. HCDD will be interested in financing projects that focus on the following eligible activities:

- Single family new construction
- Single family rehabilitation
- Multifamily new construction in accordance with the City's RFP for multifamily projects
- Multifamily rehabilitation in accordance with the City's RFP for multifamily projects

Funds under this RFP will only be available to CHDOs with active certifications. A CHDO will be recertified when it submits an application for a project. Applications meeting Department requirements will be funded on a first-come first-served basis until all funds are awarded.



Figure 18: GOLDEN BAMBOO III

VN Teamwork provides health care programs, training programs, and community service programs to low-income and underserved people in the greater Houston area. VN Teamwork is an active CHDO for the City of Houston and has recently received funding for the construction of Golden Bamboo Village III.

Golden Bamboo Village III is a 130-unit senior housing development for Houston residents age 55 or older located in West Houston. The construction of these rental units will be partially funded with HCDD HOME funds and the TDHCA Tax Credit Assistance Program (TCAP). Construction is anticipated to be completed in Program Year 2012.

CHDO PROGRAM STAFF

David Kim, Deputy Assistant Director
713.868.8323

Recipients Served:

All recipients purchasing or renting in properties developed with CHDO funds must have a household income below 80% of the area median income. HCDD prioritizes CHDO funds for developments that serve certain populations such as the homeless, people with disabilities and senior citizens. HCDD anticipates serving a smaller number of families than in prior years due to the anticipated reduction in HOME funds from HUD for PY 2012.

PY 2012 Annual Program Activity. The CHDO Program's multifamily, rental activity and goals is represented within the Multifamily Housing Program in this section.

Public Services

Objective Addressed

Objective 2: Improve the availability, accessibility, and affordability to create Suitable Living Environments (SL) for low- and moderate-income persons. (SL2)

Program Description. The City of Houston Housing and Community Development Department's (HCDD) Public Services program provides an array of much-needed services to Houston's low- and moderate-income individuals. HCDD's objective under this program is to increase the availability/accessibility of services that help create suitable living environments for low- and moderate-income persons. This program utilizes Community Development Block Grant funds (CDBG), Housing Opportunities for Persons with AIDS (HOPWA) grant funds, and the competitively awarded Emergency Solutions Grant (ESG).

CDBG Solicitation and Awards

HCDD issued a Request for Proposal (RFP) for CDBG funding for public services July 12, 2011. The RFP closed September 12, 2011 and agencies were notified in November 2011 of the award status of the proposal.

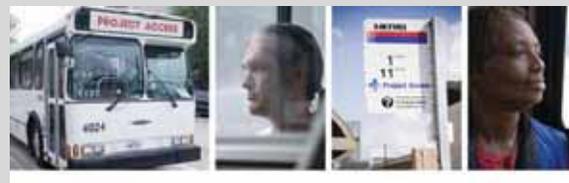
Highest-ranking proposals were considered first for awards.

14 agencies submitted proposals and 6 agencies were funded with PY 2011 funds with an opportunity for a one year extension using PY 2012 funds. It is anticipated that the following agencies will have a one year extension of their contract in PY 2012:

- Capital IDEA
- Educational Programs Inspiring Communities
- Goodwill Industries
- Healthcare for the Homeless-Houston
- SEARCH Engagement Services
- Village Learning Center

Healthcare for the Homeless - Houston

Healthcare for the Homeless – Houston (a nonprofit corporation organized by a strategic alliance of local service providers, whose mission is to promote health, hope, and dignity for Houston's homeless through accessible and comprehensive care) started as a tiny two-exam room medical clinic, which included a one-operator dental clinic, within the SEARCH building in Midtown Houston. In the first year, they served fewer than 2,000 people. Last year, served more than 10,000 homeless men, women and children through their clinics, outreach initiatives and supportive services



Project Access is Houston's only, regularly scheduled, no charge transportation service for homeless people. It's designed to help homeless people travel to and from organizations that provide essential services such as health care, meals, shelter, and social services.

A 40 passenger bus travels the 21 agency route Monday through Friday, 52 weeks a year. Since the program's implementation in August 2003, HHH has provided transportation services to thousands of homeless individuals. Project Access is the first of its kind and has been featured on an ABC affiliate and its story released for national distribution regarding the program's success.

PUBLIC SERVICES PROGRAM STAFF

Robert Bradford, Deputy Assistant Director

713.868.8340

Melody Barr, Administration Manager

713.868.8329

CDBG Recipients Served

Social service agencies receiving CDBG funding must serve a majority of persons in households earning below 80% of the area median income. Prospective CDBG-funded activities provided under this grant include:

- Daycare programs
- Juvenile delinquency prevention
- Education/job training opportunities for individuals with developmental disabilities
- Homeless services
- Elderly services
- HIV/AIDS education
- Public health services

HOPWA Solicitation and Awards.

HCDD released an RFP July 12, 2011 soliciting proposals from HOPWA agencies. The RFP closed September 12, 2011 and agencies were notified in November 2011 of the award status of the proposal. Selected proposals will have a one year contract with a one year renewal base on performance for a maximum of two years. 20 agencies submitted proposals and 14 agencies will be funded with PY 2011 funds with an opportunity for a one year extension using PY 2012 funds. It is anticipated that the following agencies will have a one year extension of their contract in PY 2012:

- A Caring Safe Place (2 Contracts)
- AIDS Coalition Coastal
- AIDS Foundation Houston (2 Contracts)
- Bering Omega Community
- Brentwood Community
- Catholic Charities
- Houston Area Community Services
- Houston Help, Inc.
- Housing Corporation of Greater Houston
- Houston Volunteer Lawyers
- Montrose Counseling Center
- SEARCH Engagement Services

HOPWA Recipients Served:

The HOPWA program provides housing and other related supportive services to low-income persons with AIDS or related diseases and their families. Eligible persons must reside within the Houston Eligible Metropolitan Statistical Area (EMSA), a ten county geographical area. The Houston EMSA consists of the cities of Houston, Baytown, and Pasadena; and Austin, Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, San Jacinto and Waller Counties.

HOPWA grant proceeds will be allocated for:

- Operating Costs - Housing (including maintenance), security, operation, insurance, utilities, furnishings, equipment, supplies, and other incidental costs. This activity is limited to persons of 50% of the medium income or below.

- Supportive Services - Including, but not limited to, health services, mental health services, assessment, permanent housing, drug and alcohol abuse treatment and counseling, day care, personal assistance, and nutritional services.
- Technical Assistance/Housing - Housing information services including, but not limited to, counseling, information, and referral services to assist an eligible person to locate, acquire, finance and maintain housing. This may also include fair housing counseling for eligible persons that encounter discrimination on the basis of race, color, religion, sex, age, national origin, family status, or handicap.
- Resource Identification - To establish, coordinate and develop housing assistance resources.
- Tenant Based Rental Assistance (TBRA) - Payment vouchers for stable housing. This activity is limited to persons of 50% medium income or below.
- Short-Term Rent, Mortgage, & Utility Assistance (STRMU) - To prevent the homelessness of the tenant or mortgagor of a dwelling.
- Sponsor Administration Agencies - Staff and overhead costs for HOPWA project sponsors, including, program implementation and operations.
- Grantee Administration - HCDD staff and overhead costs for the administration of the HOPWA program, including oversight, monitoring, and ensuring compliance with federal regulations and City ordinances.

ESG Solicitation and Awards

HCDD staff is working with its stakeholders to review the ESG policies and procedures. More information regarding these updates is forthcoming.

2012 Program Activity. Through financial support from HCDD, in PY 2012 public service agencies will:

- Prevent juvenile delinquency by providing **youth services**:
 - Serving 1,760 youth through the **Juvenile Delinquency Prevention Program** (SL 1.1)
 - Serving 4,250 youth through the **Mayor's Afterschool Achievement Program** (SL 1.1)
 - Serving 7,040 youth through the **City's Parks and Recreations Department** (SL1.1)
- Increase accessibility of services to homeless services by:
 - Serving 2,895 homeless individuals with necessities through **SEARCH Mobile Outreach**. (SL 3.14)
 - Providing 6,400 potentially homeless individuals with **Rent or Utility Assistance** (SL 3.5)
 - Providing 2,000 homeless or potentially homeless individuals with **Case Management** (SL 3.5b)
 - Providing **Shelter** in transitional or supportive permanent living centers to 3,500 individuals (SL 3.5c)
 - Maintaining 7,500 individual's records in HMIS (SL 3.6a).
- Increase the quality of life for special needs populations by
 - Providing 396 households living with HIV/AIDS with Tenant-Based Rental Assistance (SL 3.15)
 - Providing 1,072 households with Rent, Mortgage, and Utilities Assistance for persons living with or affected by HIV/AIDS (SL 3.15)
 - Providing permanent and transitional facility-based housing for 318 households living with or affected by HIV/AIDS (SL 3.15)

- Provide 442 persons living with or affected by HIV/AIDS with supportive services (SL 3.15).
- Increase access to affordable health care for extremely low and low-income individuals by:
 - Providing transportation services to the 4,000 homeless individuals through **Project Access** (SL3.10c).
- Increase access to and availability of public services by
 - Increasing access to literacy programs and computer technology for 9,240 persons through the **Mobile Library** (SL 3.9)
 - Providing affordable, quality childcare to 121 children through the Program (SL 3.13)
 - Providing job training for 122 LMI persons through the **Workforce Development Program** at Capital IDEA.
 - Providing job training for 350 LMI persons through **Goodwill Industries**.
- Provide access to job training and enrichment activities for developmentally disabled adults by
 - Assisting 46 developmentally disabled adults through **H.E.A.R.T.** (EO 1)
 - Assisting 140 developmentally disabled adults through the Village Learning Centers (EO 1)

Illustrating HCDD's programs, information regarding the public service agencies funded in PY 2011 follows:

MAYOR'S AFTERSCHOOL ACHIEVEMENT PROGRAM – CDBG Award Cycle July 1, 2011 - June 30, 2012 Proposed Number Served: 1300 Proposed Funding Amount: \$382,656		
AGENCY	ADDRESS	ZIP CODE
ALIEF ISD		
Landis Elementary	10255 Spice Lane	77032
HISD		
Ethel R. Coop Elementary	10130 Aldine Westfield	77093
Foerster Elementary	14200 Fonmeadow	77035
Hartsfield Elementary	5001 Perry St	77021
Hobby Elementary	4021 Woodmont	77045
Isaacs Elementary	3830 Pickfair	77026
Lewis Elementary	8625 Glen Valley Drive	77061
Mading Elementary	8511 Crestmont	77033
Reynolds Elementary	9601 Rosehaven	77051
St. James School	3129 Southmore Blvd.	77004
Sugar Grove Academy	8405 Bonhomme	77074
Wesley Elementary	800 Dillard	77091
NONPROFIT ORGANIZATIONS		
Chinese Community Center	9800 Town Park	77036
Julia C. Hester House	2020 Solo Street	77020
LASU Community Development	7034 Tierwester	77021
Wesley Community Center	1410 Lee St	77009
Cossaboom YMCA @ Lantrip Elementary	100 Telephone Road	77023
YMCA International @ Piney Point Elementary	8921 Pagewood	77063

YOUTH ENRICHMENT – CDBG 2010-2011 COMMUNITY CENTERS Award Cycle July 1, 2011 - June 30, 2012 Proposed Number Served: 5000 Funding Amount: \$482,219.00					
COMMUNITY CENTER	ADDRESS	ZIP CODE	COMMUNITY CENTER	ADDRESS	ZIP CODE
Alief	11903 Bellaire	77072	Judson Robinson Jr.	2020 Hermann Drive	77004
Almeda	14020 Almeda School Road	77047	Judson W. Robinson	1422 Ledwicke	77029
Bessie Swindle	11800 Scott	77047	Lakewood	8811 Feland	77028
Burnett Bayland	6200 Chimney Rock	77081	Lansdale	8201 Roos	77036
Charlton Park	8200 Park Place	77017	Lincoln	979 Grenshaw	77088
Clark	9718 Clark	77076	MacGregor	5225 Calhoun	77021
Clinton Park	200 Mississippi	77029	Mason	541 S. 75th	77023
Cloverland	3791 Hickok	77047	Meadowcreek	5333 Berry	77017
Crestmont	5200 Selinsky	77048	Melrose	12200 Melrose Park	77037
Dezavala	7521 Avenue H	77012	Melrose	1001 Canino	77076
Eastwood	5020 Harrisburg	77011	Montle Beach	915 Northwood	77009
Edgewood	5803 Bellfort	77033	Moody	3725 Fulton	77009
Emancipation	3018 Dowling	77004	Selena/Denver Harbor	6402 Market	77020
Finnigan	4900 Providence	77020	Settegast	3000 Garrow	77003
Fonde	110 Sabine	77002	Shady Lane	10220 Shady Lane	77093
Freed	6818 Shady Villa	77055	Sharpstown	6600 Harbor Town Dr	77036
Garden Villas	6720 Haywood	77061	Sunnyside	3502 Bellfort	77051
Hartman	9311 E. Avenue P	77012	Swiney	2812 Cline	77020
Highland	3316 De Soto	77091	Tidwell	9720 Spaulding	77016
Hobart Taylor	8100 Kenton	77028	Townwood	3403 Simsbrook	77045
Independence Heights	603 E 35th	77022	Tuffly	3200 Russell	77026
Ingrando	7302 Keller	77012	Woodland	212 Parkview	77009
Jane Long	6501 Bellaire	77074			

JUVENILE DELINQUENCY PREVENTION PROGRAM – CDBG			
<i>Award Cycle July 1, 2011 - June 30, 2012</i>			
<i>Proposed Number Served: 2730</i>			
AGENCY	ADDRESS		FUNDING AMOUNT
Asian American Family Services	9440 Bellaire, Suite 228	Houston, Texas 77036	\$35,000
Communities In Schools	2150 W. 18 th Street, Suite 100	Houston, TX 77008	\$51,000
Children's Assessment Center Foundation	2500 Bolsover	Houston, TX 77005	\$50,000
Chinese Community Center	9800 Town Park	Houston, TX 77036	\$40,000
Volunteers of America Texas, Inc	7000 Northwest 100, Suite B-106	Houston, TX 77092	\$43,000
Wesley Community Centers, Inc.	1410 Lee	Houston, TX 77009	\$30,000
Fifth Ward Enrichment	4014 Market Street, Suite W45	Houston, TX 77020	\$38,584
Crossroads: Community Partnership for Youth	6300 Chimney Rock	Houston, TX 77081	\$44,000
Unlimited Visions After Care, Inc.	5527 Lawndale	Houston, TX 77023	\$37,500

DAY CARE PROGRAMS - CDBG			
<i>Award Cycle July 1, 2011 - June 30, 2012</i>			
<i>Proposed Number Served: 138</i>			
AGENCY	ADDRESS		FUNDING AMOUNT
Chinese Community Center	9800 Town Park	Houston, Texas 77036	\$24,000
Neighborhood Centers Inc.	4410 Navigation	Houston, Texas 77011	\$34,000
Wesley Community Center	1410 Lee Street	Houston, Texas 77009	\$53,000
S.H.A.P.E. Community Center, Inc.	3815 Live Oak	Houston, Texas 77004	\$20,000
YWCA	701 Solo	Houston, TX 77020	\$23,835
Community Family Center, Inc.	7305 Navigation	Houston, TX 77011	\$60,000
Houston Community College Systems	3214 Austin	Houston, TX 77004	\$32,000
YMCA of Greater Houston	808 Pease	Houston, TX 77002	\$47,000
SEARCH- Center for the Homeless	2505 Fannin	Houston, Texas 77002	\$60,000

OTHER PUBLIC SERVICE AGENCIES- CDBG				
<i>Award Cycle July 1, 2011 - June 30, 2012</i>				
<i>Proposed Number Served: 6,528</i>				
AGENCY	ADDRESS		PROPOSED NUMBER SERVED	FUNDING AMOUNT
Capital IDEA Houston	504 Lavaca, Ste 1008	Austin, TX 78701	122	\$280,595
Educational Programs Inspiring Communities	6717 Steubner Airline	Houston, TX 77091	46	\$280,595
Goodwill Industries	10795 Hammerly	Houston, TX 77043	350	\$112,238
Healthcare for the Homeless Houston	2505 Fannin	Houston, TX 77002	4,250	\$139,362
SEARCH Homeless Svcs.	2505 Fannin	Houston, TX 77002	1,620	\$139,942
Village Learning Centers	3818 Plum Valley Drive	Kingwood, TX 77339	140	\$46,765

ESSENTIAL AND SUPPORTIVE SERVICES - ESG				
<i>Award Cycle July 1, 2011 - June 30, 2012</i>				
<i>Proposed Number Served: 4,868</i>				
AGENCY	ADDRESS		PROPOSED NUMBER SERVED	FUNDING AMOUNT
AIDS Foundation Houston	3202 Wesleyan Street	Houston, Texas 77027	125	\$44,693
Catholic Charities	2900 Louisiana	Houston, Texas 77006	250	\$41,850
The Salvation Army	2208 Main Street	Houston, TX 77002	375	\$5,175
Houston Area Women's Center	1010 Waugh Drive	Houston, Texas 77019	30	\$12,514
Bread of Life	1703 Gray Street	Houston, TX 77002	100	\$31,540
S.E.A.R.C.H.	2505 Fannin	Houston, Texas 77002	2500	\$8,611
YMCA of the Greater Houston Area	808 Pease	Houston, Texas 77002	250	\$67,287
Covenant House Texas, Inc.	1111 Lovett Boulevard	Houston, Texas 77006	250	\$54,583
Healthcare for the Homeless	P.O. BOX 66690	Houston, Texas 77266	448	\$51,268
Wellspring	P.O. Box 311017	Houston, Texas 77231	40	\$22,010
Women's Home (The)	607 Westheimer	Houston, Texas 77006	40	\$20,800
Wheeler Avenue 5 Cs	3826 Wheeler Avenue	Houston, TX 77004	30	\$6,000
The Bridge Over Trouble Waters	P. O. Box 3448	Pasadena, TX 77501	310	\$23,282
The Mission of Yaweh	10247 Algiers Road	Houston, TX 77041	105	\$6,500
YWCA of Greater Houston	3220 Broadway	Houston, TX 77017	15	\$2,175

HOMELESS PREVENTION - ESG				
<i>Award Cycle July 1, 2011 - June 30, 2012</i>				
<i>Proposed Number Served: 845</i>				
AGENCY	ADDRESS		PROPOSED NUMBER SERVED	FUNDING AMOUNT
Memorial Assistance Ministries	1625 Blalock	Houston, TX 77080	100	\$22,589
Asian American Family Services	9440 Bellaire Blvd	Houston, Texas 77057	90	\$54,172
Wesley Community Center	1410 Lee Street	Houston, Texas 77009	225	\$27,079
Houston Area Women's Center	1010 Waugh	Houston, Texas 770019	30	\$22,589
Catholic Charities	2900 Louisiana	Houston, Texas 77006	250	\$131,298
The Salvation Army	2208 Main Street	Houston, TX 77002	150	\$93,150.00

Operations-ESG				
<i>Award Cycle July 1, 2011 - June 30, 2012</i>				
<i>Proposed Number Served: 7073</i>				
AGENCY	ADDRESS		PROPOSED NUMBER SERVED	FUNDING AMOUNT
Covenant House Texas, Inc.	1111 Lovett Boulevard	Houston, Texas 77006	375	\$102,289
Houston Area Women's Center	1010 Waugh Drive	Houston, Texas 77019	1500	\$62,899
S.E.A.R.C.H.	2505 Fannin	Houston, Texas 77002	3000	\$37,337
Star of Hope	6897 Admore	Houston, Texas 77054	735	\$95,000
Wellsprings	P.O. Box 311017	Houston, TX 77231	40	\$10,200
Healthcare for the Homeless	P.O. BOX 66690	Houston, TX 77266	448	\$13,132
Mission of Yahweh	10247 Algiers Road	Houston, TX 77041	105	\$50,400
Wesley Community Center	1410 Lee Street	Houston, Texas 77009	225	\$14,570
Women's Home (The)	607 Westheimer	Houston, Texas 77006	40	\$27,000
Bridge Over Troubled Waters	P.O. Box 3488	Pasadena, TX 77501	310	\$13,114
YMCA of the Greater Houston Area	808 Pease	Houston, Texas 77002	250	\$1,112
Wheeler Avenue 5 Cs	3826 Wheeler Avenue	Houston, TX 77004	30	\$15,500
YWCA of Greater Houston	3220 Broadway	Houston, TX 77017	15	\$22,118

HOPWA Program Award Cycle July 1, 2012 - June 30, 2013 Proposed Number Served: 4208 Proposed Funding Amount: \$6,815,658			
AGENCY	ADDRESS	NAME OF PROGRAM CONTACT	PROPOSED NUMBER SERVED
A Caring Safe Place, Inc.	Houston, TX 77026	Shun Johnson	45
AIDS Coalition of Coastal Texas, Inc.	Galveston, TX 77550	Georgia Nelson	115
AIDS Foundation Houston, Inc.	Houston, TX 77027	Angelia Zielinski	2,475
Bering Omega Community Services	Houston, TX 77006	Anne Reed	555
Brentwood Community Foundation	Houston, TX 77045	Glenda Hopkins	200
Catholic Charities of the Archdiocese of Galveston-Houston	Houston, TX 77006	Ana Raushch	116
Houston Area Community Services	Houston, TX 77008	Fred Reninger	220
Houston HELP, Inc.	Houston, TX 77021	Christie Comier	62
Houston SRO Housing Corporation	Houston, TX 77002	Everett Hull	33
Houston Volunteer Lawyers Program	Houston, TX 77002	Veronica Jacobs	175
Montrose Counseling Center, Inc.	Houston, TX 77006	Ann Robinson	200
SEARCH, Inc.	Houston, TX 77002	Larry Kraus	12

Municipal, Public, and Private Facilities

Objective Addressed.

Improve the availability, accessibility, and affordability to create Suitable Living Environments for low- and moderate-income persons (SL).

Overview. The purpose of the Neighborhood Facilities and Improvement Program is to make existing low- and moderate-income neighborhoods safer and more sustainable through rehabilitation and construction of facilities and parks, supporting economic development, eliminating blight, and supporting public health initiatives. Activities may include, but are not limited to, improvements to public parks, libraries, storm sewers, street overlays, multi-service centers, community centers, charter schools, clinics, senior citizen facilities, and facilities for the disabled.

Neighborhood Facilities. Public or private facilities will be acquired, constructed, or rehabilitated to enhance the quality of life in low- and moderate-income communities, and may include:

- Developing, expanding, and rehabilitating existing public facilities to support neighborhood and community demographics and to encourage community involvement in support services and recreation opportunities,
- Developing community facilities capable of serving multiple populations and supporting concurrent activities,
- Improving accessibility to existing community facilities for persons with physical disabilities, and
- Co-locating services in existing public facilities with easy access to public transportation.



Figure 19: CDBG FUNDS SUPPORT IBN-SINA MEDICAL CENTER

HCDD recently funded \$1.2 million for the construction of a new comprehensive primary healthcare facility in Southwest Houston that will serve low- and moderate-income residents. The facility will serve as a major healthcare facility for senior citizens, which constitute the majority of area residents.

In addition to primary care, the facility will provide dental, ophthalmology, cardiology, and pediatric services as well. Along with medical services, the facility will also facilitate diagnostic services including EKGs, mammograms, x-rays, and lab work.

Construction is expected to be completed in August 2012.

NEIGHBORHOOD FACILITIES & IMPROVEMENTS PROGRAM STAFF

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Parks and SPARK Parks. HCDD collaborates with City Parks and General Services Departments to develop and rehabilitate existing park facilities that are deteriorating due to age. In some cases, funding is provided to upgrade or integrate new and innovative equipment into the existing infrastructure to accommodate the needs of children and individuals. Such activities include:

- Installation of new equipment and
- Development of walking trails, jogging tracks, landscaping and tree planting, picnic pavilions and soccer goals.

Through HCDD's partnership with the non-profit SPARK School Park Program (SPARKS), the City provides CDBG funding which is leveraged with other funding sources, including school districts, Harris County, SPARKS, fundraisers by schoolchildren, and private donations. These pooled resources are then

implemented to engage in different park-related activities at individual School parks that serve the public in that area. SPARK park activities are determined by each individual school's needs.

Public Safety. Public safety activities include enforcing city codes related to open and dangerous buildings and support of law enforcement and fire protection to improve the quality of life in neighborhoods by decreasing substandard living conditions. Activities included in public safety initiatives are:

- *Code Enforcement.* In 2011 HCDD combined two Letters of Agreement (LOAs) to bring clarity to Clearance and Code Enforcement activities funded by HCDD and carried out by the City's new Department of Neighborhoods. The new LOA specifies that CDBG funding will be used for only code enforcement activities in HCDD designated areas while demolition and clearance activities will be funded using only non-federal dollars. Through an analysis of several demographic and income elements of Houston's eight-eight (88) Super Neighborhoods, of which fifty-five (55) are located in LMI areas, HCDD has identified thirty-nine (39) Code Enforcement Areas (CEAs). CDBG funds will be targeted for use in CEAs for code enforcement inspections and citations as part of a comprehensive effort to arrest decline in these areas.
- *Fire and Police Facilities.* HCDD collaborates with these two City departments to help fund safety-related equipment and infrastructure to facilitate and ensure the smooth operation and delivery of services to low- to moderate-income areas:
 - Fire Department - HCDD provides CDBG funding for construction or rehabilitation of fire stations and assists with purchase of new fire pumper trucks, ladder trucks, emergency vehicles, and other firefighting equipment.
 - Police Department - HCDD provides CDBG funding for construction or rehabilitation of police storefronts in low- to moderate-income areas with high crime activity.

Solicitation & Awards. This year, projects are solicited from the public for consideration through an open RFP posted on the HCDD web site, advertised in the newspaper, and announced at public hearings. Proposals are extensively evaluated for a number of criteria including, but not limited to:

- Benefit to low- to moderate-income persons,
- Justification of the need for the activity,
- Cost reasonableness and effectiveness, and
- Community needs.

Proposer financial participation, capacity, historical accomplishment, and management ability will also be considered. Activities presently administered by City departments may be prioritized, if the investment leverages additional funding and is in an area with additional reinvestment leading to further stabilization of an area.

Recipients Served. HCDD uses CDBG funds for activities addressing Neighborhood Facilities and Improvements. Projects meet HUD's LMA (Low-Mod Area) National Objective because activities are located in areas that have a majority of low- and moderate-income residents, or projects meet HUD's LMC (Low Mode Limited Clientele) because over half of the recipients served by these activities are low- and moderate-income residents. Other improvements include accessibility improvements to public facilities which will benefit residents with disabilities.

Annual Program Activity for PY 2012. In PY 2012 HCDD's Neighborhood and Facilities Improvement Program will:

- Rehabilitate or construct 4 neighborhood facilities (SL 3.1),
- Improve or create 7 school or community-based parks (SL 3.2),
- Perform 200 title searches in preparation for building demolition (SL 3.3), and
- Issue citations to 400 housing units through code enforcement activities (SL 3.3).
- Refer 250 homes for lead-based paint risk assessment/clearance through DHHS (SL 3.4)
- Remediate/reduce lead hazards in 200 homes through DHHS (SL 3.4)
- Inspect/test 200 homes for lead through DHHS (SL 3.4)
- Relocate 200 households during lead control activity DHHS (SL 3.4)
- Test 23,000 children 6 and under for lead poisoning/exposure (SL 3.4)

Figure 20: Municipal, Public, and Private Facilities Projects In-Progress

Project Name and Facility Name	Address	Zip	Description of Project	Estimated Completion Date
Parks				
Glenbrook Park Pool	8201 North Bayou Dr	77017	Rehab	August 2012
Moody Park	3725 Fulton	77009	Design	July 2012
Schwartz Park	8203 Vogue	77055	Rehab	September 2012
SPARK Parks				
Treasure Forest Elementary	7635 Amelia	77055	SPARK	February 2013
Sneed Elementary	9855 Pagewood	77042	SPARK	February 2013
Berry Elementary	2310 Berry	77093	SPARK	February 2013
Tijerina Elementary	6501 Sherman	77011	SPARK	February 2013
Neighborhood Facilities				
Deluxe Theater	3303 Lyons Ave	77020	Rehab	June 2014
Harris County Cemetery	21122 Crosby Eastgate	77532	Rehab	TBD
Pro Vision Inc	4590 Wilmington	77051	Construction	September 2012
Ser Ninos Charter School	5815 Alder	77081	Construction	TBD
Fort Bend Senior Community Center	5600 Court Rd	77053	Construction	December 2012
Ibn Sina Community Medical Center	16328 S Post Oak Rd	77053	Construction	August 2012
Star of Hope Women's Shelter	419 Dowling	77003	Rehab	August 2012
St. Monica Food Pantry	8241 W Montgomery Rd	77088	Construction	April 2013
V Prep	2903 Jensen	77026	Rehab	July 2012
Shifa Center	10738 Paulwood Dr.	77071	Rehab	September 2012
Stanaker Library	611 S. Sgt. Macario Garcia Dr	77011	Rehab	July 2012
Johnson and Johnson Adult Daycare	14900 Fondren Rd	77489	New Construction	December 2012
Ibn Sina Dental and Diagnostic Center	5012 N. Shepherd	77091	Acquisition	July 2012
Shifa- Women's Center	10123 Windsor Lane	77031	Acquisition	July 2012

Economic Development

Objective Addressed.

Improve the availability/accessibility, affordability, and sustainability through economic development and microenterprise initiatives.

Program Description. Houston Business Development Inc. (HBDI) is the non-profit responsible for administering the HCDD's economic development activity. Located in the old Palm Center Shopping Center, this property was purchased with CDBG funds in the early 1980's. Ultimately the City foreclosed on the original lenders, took control of the property, and with HUD's approval, established the HBDI to build out the property as a business incubator, among other things, to help revitalize the community, and to meet a national objective under the CDBG Program. More than twenty years later, this proved to be a great collaborative effort for the City and benefit to the residents of the City of Houston. Thus, HBDI has created more than 4,000 jobs for low- and moderate-income persons, brought a number of needed services to the surrounding community, and spurred revitalization of the area.

In its Business Technology Center at Griggs Rd and Martin Luther King Blvd, HBDI houses an extensive resource library, which provides business start-up information a computer lab and other services, available to the public free of charge. HBDI provides a community room for conferences, hosts workshops and seminars, and provides low interest loans to help grow and establish small businesses. HBDI continues to provide assistance to businesses that result in the availability of needed services in the community, as well as the provision of capital to that allow businesses to expand their operations, thus continuing to create jobs for the low and moderate income populations.

HBDI is in the process of completing conversion to a Community Based Development Organization (CBDO). This change to its status will offer more opportunities for HBDI to secure a variety of funds that heretofore were unavailable. After this conversion occurs, the City will cease to report HBDI's program income in its Consolidated Plan. However, HCDD will continue to monitor and report on HBDI's progress toward meeting job creation goals for its first revolving loan program and it will seek to engage new programs with this entity to continue to address the economic development needs of the City of Houston. Additionally, HCDD will consider direct implementation of new economic development products, which may include other competitively selected vendors.

2012 Program Activity. For the 2012 Program Year, HCDD proposes to continue to:

- Increase access to business ownership for low and moderate income residents or to businesses creates jobs for low and moderate income residents by lending to 60 small businesses through HBDI's **Small Business Revolving Loan Fund**. (EO 2)
- Increase access to business ownership for low and moderate income residents or to businesses that create jobs for low and moderate income residents by I providing **Technical Assistance** to 1,500 small businesses annually, through HBDI's Business and Technology Center. (EO 3)

GENERAL QUESTIONS

Program Year 3 Action Plan General Questions response:

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.

Maps provided in the *Appendix* illustrate the proposed known locations of federally funded projects and activities for PY 2012 relative to designated low- and moderate-income areas. Locations of all 2012 projects and activities will be determined in detail after the solicitation process is completed and all subrecipients are identified. Other maps illustrate areas of minority concentration, City Council Districts, and Super Neighborhoods. The City has not identified specific target areas in which entitlement funds will be directed.

2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.

Geographic Distribution. The Housing and Community Development Department (HCDD) has identified neighborhoods which have 51% or more LMI residents. Most of HCDD's community facilities, parks, infrastructure improvement projects, and lead-based paint activities are located in these neighborhoods. Particular public facility and infrastructure projects may be targeted to specific locations which are deemed by City Council, City staff, or from public input to be most in need of revitalization or public investment while addressing HCDD's strategies and goals. Code enforcement activities will be conducted in Code Enforcement Areas (CEAs), which are thirty-nine (39) targeted areas identified through an analysis of several demographic and income elements of Houston's eighty-eight (88) Super Neighborhoods. These activities located in LMI areas will help to arrest decline and promote revitalization in Houston.

Housing assistance programs which benefit individual households are generally not targeted to specific areas, but instead are provided on the basis of household need. Because low-income, elderly, disabled, and special needs residents are located throughout the City, the Homebuyer Assistance Program and Single Family Housing Repair Program are generally available city-wide to eligible households with incomes under 80% of the area median income.

In addition, financial assistance for non-profit and for-profit affordable housing developers is available city-wide through the Multifamily Housing Program and CHDO Program. HCDD encourages development partners to site affordable housing in areas of the City that will benefit its residents and not perpetuate exclusion or segregation. Through the Multifamily Housing Program's RFP process, developments that are located in areas with access to economic opportunity, which include a location in close proximity to exemplary schools and public transportation, will be given preference to other proposed developments.

Public services are not limited geographically within the city. Homelessness and potential homelessness are community issues, and therefore services provided for these are located throughout the city to provide maximum accessibility. In addition, assistance for special needs populations, including elderly persons, disabled persons, persons with drug/alcohol additions, persons with HIV/AIDS, is provided citywide. Economic development is also a need not limited to certain areas of the City, and therefore activities offered are based on need and eligibility.

Allocation of Priorities. HCDD has made estimated allocations for PY 2012 based upon 1) the priorities of the 2010-2014 Consolidated Plan, 2) citizen and community input, 3) qualified responses to Request for Proposals, 4) an analysis of prior years' budget and expenditures, and 5) City Council direction.

Additional factors that contributed to targeting funds to specific areas of the City or activities are:

- The stated needs, analysis, and objectives in the 2010-2014 Consolidated Plan,
- Priorities stated in each respective program's solicitation and award guidelines, and
- Compliance with HUD entitlement grants' (CDBG, HOME, HOPWA, and ESG) rules and regulations.

3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.

Obstacles to Addressing Underserved Needs. HCDD and the City of Houston have had the two-fold challenge of meeting the needs of the underserved and facing the stark budget realities of the recession in the larger economy. Obstacles to addressing the growing need of underserved low- and moderate-income residents include:

- Citizens lack substantial funds or access to credit to initiate homeownership (downpayment/closing costs);
- The demand far surpasses the funding available for the various services required to adequately serve the needs of Houston's low- and moderate-income individuals and neighborhoods;
- Households seeking mortgages having difficulty meeting underwriting requirements (credit worthiness, bank accounts);
- The ability for prospective households to sustain necessary income for homeownership;
- Fixed incomes (Social Security, Disability);
- Due to language barriers or low educational attainment, many resident are unaware of the services available to them; and
- Working families also encounter the unique challenge of often "making too much money" to qualify for various public services.

Actions to Address Obstacles. HCDD will explore the following strategies and actions during PY 2012 to address identified obstacles to meeting underserved needs:

- Continue Homebuyer Assistance Programs to lower the cost of homeownership and provide funding for citizens that lack substantial funds to initiate homeownership;

- Explore available funding opportunities from federal, state, and private resources to address needs of the underserved. This year HCDD will continue to implement programs through special grants awarded by the State and HUD to HCDD and to support funding applications for various non-profit agencies including the Houston Coalition for the Homeless.
 - Leverage resources across City Departments to better match resources to needs;
 - Work with the Public Works & Engineering Department to develop criteria when assessing CIP projects to better serve low- and moderate-income communities;
 - Prioritize services to the elderly and special needs populations in the Single Family Home Repair Program;
 - Improve direct HCDD outreach to those households in need through development of new partnerships with the Mayor's Citizens' Assistance Office and the Mayor's Office for People with Disabilities; and
 - Include bilingual staff and develop translated materials in as many interactions with low- and moderate-income individuals as possible.
4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

Resources Overview. The following identifies and describes federal, state, and local resources (including program income) available to the jurisdiction to address the needs of low- and moderate-income residents and areas. It also includes other financial instruments, such as tax incentives and bonds that the State of Texas and the City of Houston leverage to facilitate private sector investment in community and economic development in distressed or underserved areas. This information is provided in the following sections: Entitlement Grants, Houston Housing Authority, Tax Incentives & Bond Programs, Special Nonrecurring Grants, and Local Agency, Federal, & State Grants – Administered by Other City Departments.

Entitlement Grants. Four HUD entitlement grants administered by HCDD finance annual objectives and associated activities in the 2012 Annual Action Plan (Plan). The federal formula grant estimates are HUD estimates pending final grant amounts and guidance from the Office of Management and Budget.

1. The **Community Development Block Grant (CDBG) Program (\$24,227,493)** finances Housing, Public Facilities and Improvements, Public Services, and Economic Development assistance activities. All of these activities support improving and/or preserving the City of Houston's (City) low- and moderate-income neighborhoods. In addition to this allocation, program income is expected in the amount of \$466,878 during the year.
2. The **HOME Investment Partnerships (HOME) Program (\$7,855,880)** promotes public-private partnerships as a vehicle for expanding the stock of affordable housing, both single and multifamily, for the rental and homeowner markets. HOME Program funds support homebuyer assistance and single and multifamily development/rehabilitation/repair activities. Multifamily activities are funded through an RFP process. In addition to this allocation, program income is expected in the amount of \$163,379 during the year.

3. The **Housing Opportunities for Persons with AIDS (HOPWA) (\$7,572,952)** funds the provision of housing and social services for the HIV/AIDS population. These services, which include housing-related supportive services, rent, mortgage, and/or utility assistance, represent an important source of assistance for this critical special needs population.
4. The **Emergency Solutions Grant (ESG) (\$2,367,794)**. ESG finances the provision of shelter and services to the homeless population or those at risk of becoming homeless. The ultimate goal of the ESG Program is to help clients in making the transition to independent living.

Houston Housing Authority. The Houston Housing Authority (HHA) receives federal funding to provide quality affordable housing options in Houston. The HHA is the local administrator of the federal Low-Rent Public Housing Program and the Housing Choice Voucher Program (formerly Section 8), as well as other housing, homeownership, and self sufficiency programs for low- and extremely low-income families, seniors, and persons with disabilities within the City of Houston. The agency’s programs provide more than 19,000 units of affordable housing and serve more than 55,000 Houstonians.

Figure 21: HOUSTON HOUSING AUTHORITY ESTIMATED FY 2012 BUDGET

	Budget
Section 8 Program	\$ 128,057,051
Public Housing Capital Fund Program	\$ 4,800,000
Public Housing Operations	\$ 13,550,711
Self-Sufficiency (ROSS Grant)	\$ 240,000
Veteran’s Affairs Supportive Housing (VASH)	\$ 4,147,069
Section 8 Mod Rehab – Admin Fee	\$ 4,147,069
Section 8 New Construction – Rent Subsidy	\$ 1,863,669
Family Self-Sufficiency Coordinator (HCV)	\$ 274,764

Harris County Housing Authority. While the Harris County Housing Authority (HCHA) serves areas outside the City limits of Houston, it is an important resource for area residents. For the FY 2011, HCHA proposed to serve 3,715 families in the Section 8 HCV, 8 families in the Section 8 Mod Rehab, 75 families in the HUD-VASH, and 72 households in Single Room Occupancy. HCHA estimated federal funding received in FY 2011 to be over \$35 million.

Tax Incentives & Bond Programs. In addition to federal entitlement grants, HCDD uses other sources of funds for community development activities. HCDD’s programs work cooperatively with other tax-related incentives that facilitate economic growth through affordable housing, business development, and job creation. Descriptions of each program follow.

Local Tax Incentives.

- *Tax Abatement Ordinance* – provides abatement of property tax for up to 10 years for owners of businesses that make new capital investments and commitments to job creation.
- *Tax Increment Reinvestment Zones (TIRZ) and TIRZ Affordable Housing Set-Aside* – dedicates tax increment revenues to infrastructure developments in 22 city-designated TIRZs and provides set-aside revenues dedicated to affordable housing development throughout the city.

Federal Tax Incentives.

- *New Market Tax Credits* – provides tax incentives for businesses that make commitments to investments and job creation.
- *Brownfields Tax Credits and Funding* – provides federal tax incentives and other financial incentives to businesses that commit to redevelop environmentally impacted sites.
- *State of Texas Housing Tax Credit Program* - The Housing Tax Credit (HTC) Program was established by the Tax Reform Act of 1986. Section 42 of the Internal Revenue Code of 1986 is the federal law that governs the HTC program. The Texas Department of Housing and Community Affairs (TDHCA) is the state allocating agency, receiving approximately \$45 million annually for distribution among 13 service regions. For state FY 2012 (September 1, 2011 – August 31, 2012) Region 6, which includes the City of Houston, will have \$9,512,316 available for competitive award. HCDD does not directly participate in selection or award of the HTC awards, but does provide support through gap financing from its HOME Investment Partnerships, Community Development Block Grant, or local revenue programs, to leverage equity earned through the syndication process associated with Housing Tax Credit program. TDHCA administers the program through a competitive application cycle between January and July of each year. An application for State of Texas Housing Tax Credits does not guarantee support or award of funds by HCDD; however, proposals that meet the multifamily policy priorities may be considered and all are encouraged to submit an application. Additional information is available online: <http://www.tdhca.state.tx.us/multifamily/htc/description.htm>

State-Funded Bond Programs.

- *Private Activity Bonds and Mortgage Revenue Bond Program* – Through Houston Housing Finance Corporation, the City provides financing of single family and multifamily developments in the private sector. The primary purpose of these programs is to encourage the development of affordable housing using below-market financing and tax-exempt incentives.
- *State of Texas Bond Program* – As an issuer for the Texas Private Activity Bond program, the Texas Department of Housing and Community Affairs (TDHCA) issues tax-exempt and taxable multifamily mortgage revenue bonds to finance the acquisition, rehabilitation, or development of affordable rental housing units. Approximately \$447 million is available statewide. HCDD does not directly participate in selection or award of the State multifamily mortgage revenue bonds, but may provide gap financing to proposals through its HOME Investment Partnerships Program, Community Development Block Grant, or local revenue programs. TDHCA administers the program as a “first-come, first-served” program throughout the year. As with other housing programs, affordability periods, rent limits, and income limits will apply to recipients receiving State bond funds. Additional information is available online: <http://www.tdhca.state.tx.us/multifamily/bond/index.htm>

Special/Non-Recurring HCDD Grants. HCDD will leverage special, non-recurring grants during PY 2012. Though some of the grants and the associated activities described below may have been awarded before PY 2012, unspent balances from each grant will be spent during the period covered by the Plan (July 1, 2012 - June 30, 2013).

- *(State) Hurricane Ike CDBG-DR, Round 1* – \$87,256,565. Houston was tremendously affected by the devastation caused by Hurricane Ike, which made landfall on September

13, 2008. The Texas Department of Housing and Community Affairs (TDHCA), as administrator of the Housing portion of the Disaster Relief funds, signed a contract with HCDD for Round 1 Hurricane Ike Disaster Relief funds on August 2, 2009. In July 2011 Governor Perry reassigned responsibility for the CDBG Program for disaster recovery to the Texas General Land Office (GLO). These funds are budgeted as follows:

Figure 22: HURRICANE IKE CDBG-DR (ROUND 1) ALLOCATIONS*

Contract Line Item	Budget
Administration	\$ 4,362,828
Project Delivery	\$ 1,787,858
Multifamily	\$ 60,072,964
Homebuyer Assistance	\$ 10,108,600
Single Family Home Repair	\$ 10,924,415
Contract Total	\$ 87,256,565

*Includes reallocations through four amendments

Over 60% of the CDBG-DR Round 1 funds have been expended on Multifamily, Homebuyer Assistance Program (HAP), and Single Family Home Repair (SFHR) activities. HCDD's Multifamily program completed two projects and is currently working on five other projects; rehabilitating over 2,000 rental units. Over 280 households received assistance to obtain a new or existing home in Houston. HCDD continues to improve the accountability and service delivery of the Single Family Home Repair (SFHR) Program, with at least 242 homeowners expected to be served. At this time, 128 homeowners have been approved to receive home repair or reconstruction assistance, with another 114 to be served. All funds are expected to be spent by the end of the contract, December 2012

- (State) Hurricane Ike, Round 2 – \$151,413,020. In December 2011, the City of Houston applied for approximately \$178 million to support ongoing recovery activities related to damage caused by Hurricane Ike and Dolly. The City submitted two applications – Housing and Non-Housing applications. HCDD applied for \$151,413,020 for housing activities in Hurricane Ike Disaster Recovery Round 2 CDBG-DR funds from the General Land Office (GLO), the State of Texas agency now managing Hurricanes Dolly and Ike CDBG-DR funds. The following table summarizes the proposed spending allocations for the housing application. The City's Public Works and Engineering Department (PWE) applied for \$26,148,986 for non-housing activities and proposed to distribute the funds to infrastructure activities (\$21,886,700).

Figure 23: HURRICANE IKE CDBG-DR (ROUND 2) PROPOSED HOUSING ALLOCATIONS

Contract Line Item	Budget
General Housing Formula Grant Amount	\$ 107,348,346
Single Family Rental Housing Grant Formula Amount	\$ 7,270,468
Other Rental Housing Grant Formula Amount	\$ 7,304,160
Subsidized Formula Housing Grant Amount	\$ 29,490,046
Estimated Contract Total	\$ 151,413,020

- (Federal) NSP1 - \$13,542,193. This funding is being used to finance improvement strategies in areas adversely impacted by residential foreclosures. Houston's NSP1 Program identifies the areas of greatest need, households to be targeted, proposed distribution of federal funds, and strategies to combat the impact of foreclosures. Based

on the number of residential foreclosures, housing characteristics and census data, sections of Houston were rated as to possible risk for increased foreclosures and abandonments. Funds are expected to be spent by the end of the contract, March 2013.

HCDD is concentrating NSP1 (Federal) dollars in the highest risk areas in order to first contain and then reduce foreclosure and abandonment problems in communities bearing the brunt of this problem. The goal is to leverage these funds with private sector and local dollars to reduce foreclosures, increase homeownership, and expand the stock of affordable housing; while also removing the presence of vacant and abandoned buildings. These improvement strategies will then be replicated in the adjacent communities surrounding each of the high risk areas. HCDD budgeted the allocation to the following combination of eligible activities:

- *Multifamily Acquisition/Rehabilitation* - \$8,802,425. HCDD awarded funding to South Union Development Corp. to acquire and rehabilitate the Zollie Scales Apartments Multifamily property as needed for safety and blight removal. South Union Development Corp. will perform all needed repairs to bring property into Housing Rehabilitation Standards compliance. Fifty percent of the for-rent units will be made available to income-qualified households earning less than 50 percent of AMI. The remaining fifty percent of the units will be made available to income-qualified households earning less than 120 percent of AMI. The units available to households earning less than 50 percent and 120 percent AMI will be affirmatively marketed according to HUD fair housing regulations.
- *Single Family Acquisition/Rehabilitation* - \$3,385,549. This funding is being used to acquire/rehabilitate 40 foreclosed properties as needed for safety and blight removal. Qualified non-profit developers have been identified to perform all needed repairs to bring these properties into Housing Rehabilitation Standards compliance. This will be accomplished as follows:

Developer	Amount	# of Homes
Tejano CCC	\$935,000	11
Houston Habitat for Humanity	\$1,260,549	15
Guiding Light CDC	\$595,000	7
Fifth Ward CDC	\$595,000	7
Total	\$3,385,549	40

Once completed, these properties will be sold to income-qualified households and will be affirmatively marketed according to HUD fair housing regulations. Any profit from sale will either be retained by the non-profit developer to engage in further low-moderate income housing programs, or returned to HCDD, in accordance with established resale/recapture provisions. Homebuyers will be required to take an 8-hour training course to qualify for purchasing one of these homes.

- *Program Administration* - \$1,354,219. In addition to the amounts shown above, \$1,354,219 will be used to cover NSP1 (Federal) program administration.

- (Federal) NSP3 - \$3,389,035. The City of Houston’s application has been approved for the following activities:

Figure 25: NSP3 ALLOCATIONS	
Activity	Amount
Single Family Acquisition/Rehabilitation	\$1,713,035
Multifamily Acquisition/Rehabilitation	\$1,000,000
Demolition	\$338,000
Administration	\$338,000
Total	\$3,389,035

- (Federal) CDBG-R (ARRA “Stimulus Funds”) – \$8,093,613. HCDD received a direct federal award under the American Recovery and Rehabilitation Act (ARRA) of 2009 to provide economic stimulus for shovel-ready projects. ARRA funding is being used to undertake a wide range of activities intended to create suitable living environments, provide decent affordable housing, and create economic opportunities for low- and moderate-income populations. These activities include the following:

Figure 26: CDBG-R ALLOCATIONS (ARRA “Stimulus Funds”)	
Project	Budget
Fire Trucks	\$1,998,087
Single Room Occupancy	\$1,698,307
Acres Home Multi-Service Center	\$2,796,188
Sunnyside Multi-Service Center	\$535,000
Fifth Ward Multi-Service Center	\$256,670
CDBG-R Administration	\$809,361
Contract Total	\$8,093,613

The acquisition and rehabilitation of single room occupancy facilities includes the Midtown Terrace and will reduce the likelihood of homelessness providing decent and affordable housing for veterans who have been particularly impacted by the recession. The 4.5 fire trucks purchased are for use in qualified areas to enhance public safety and reduce the response time of emergency personnel. Funding for the rehabilitation and renovation of the Acres Homes, Sunnyside, and Fifth Ward Multi-Service Centers provide long-term economic benefit to the neighborhood by improving and sustaining the quality of life for residents. In addition, the Acres Home Multi-Service Center will get a new roof that is expected to promote energy conservation by reducing electricity required for regulating the building temperature. This grant was awarded in July 2009 and is expected to be spent by September 2012.

- (State) Homeless Housing and Services Program (HHSP) – \$6,010,369.68. HCDD received a one-time grant from the Texas Legislature for the Homeless Housing and Services Program which consisted of original funding in the amount of \$5,756,053 and \$254,316.68 in additional funding released during the grant period. This grant was awarded to three community organizations to provide case management and direct services in housing placement and retention to decrease the homelessness population of

Houston. The grant was awarded in February 2010, and is expected to be expended by August, 2012.

TDHCA has notified HCDD of its intent to distribute more funds to the City of Houston for HHSP projects during PY 2012. The funds derive from Below Market Interest Rate (BMIR) Loan Fees and the Housing Trust Fund (HTF). Houston will receive the funds as follows:

Figure 27: HHSP FY 2012

	BMIR Loan Fees	HTF	Total
City of Houston	\$186,753.09	\$955,772.97	\$1,171,821.60
State of Texas	\$654,751.00	\$3,350,913.00	\$4,108,709.00

Local Agency, Federal, & State Grants – Other City Department Activities. While HCDD is responsible for the provision of services to low- and moderate-income Houstonians, using the entitlement funds mentioned above and one-time grants, other City of Houston Departments provide similar services by utilizing funding from various sources. The two charts in this section include state, county, local agency, and federal funding for projects that share HCDD’s goal of increasing low- and moderate-income families’ access to economic opportunity, affordable housing, and safe, clean neighborhoods.

Figure 28: STATE & FEDERAL GRANTS

SOURCE	PROGRAMS & ACTIVITIES FUNDED	AWARD AMOUNT
Texas Department of Transportation	Maintenance & Repair of Public Streets; School Crossing Safety	\$4,999,205
Texas Department of State Health	Family Planning, Public Health Services, Child Obesity Prevention, Healthy Homes, HIV/Aids Prevention and Nutritional Services for Women and Children	\$17,622,100
Texas Department of Aging and Disability Services	Local Area Agency on Aging Operations, Senior Center Service Integration, Aging In Place, Preventive Health Services, Medicare Part D Outreach, Medicare Benefit Coordination, Home Delivered Meals, and Family Caregiver Support	\$11,353,049
Centers for Disease Control and Prevention (Federal)	HIV Rapid Testing, TB Elimination, HIV/Aids Education And Prevention, And Immunization	\$9,808,747
Texas Department of Agriculture	Provides Low-Income Children Nutritious Meals During the Summer	\$2,660,339
Texas Parks and Wildlife Department	Parks and Youth Sports	\$2,000,000
Texas Health And Human Services Commission	Prenatal Care Initiative - One-on-One Child Development, Education and Counseling	\$584,140
Office of the Governor - Criminal Justice Division	Police Storefront Improvements, Anti-Gang Initiatives	\$274,251
Governor's Office of Emergency Management	Disaster Preparedness Activities	\$321,221
U.S. Department of Justice	Sam Houston State University – Project Safe	\$24,000
US. Department of Housing & Urban Development	Parks and Youth Sports	\$285,000
Total		\$49,932,052

Figure 29: LOCAL GOVERNMENT & PRIVATE FUNDERS

SOURCE	PROGRAMS & ACTIVITIES FUNDED	AWARD AMOUNT
Harris County Protective Services	Juvenile Delinquency Prevention Programs	\$67,390
Neighborhood Centers, Inc.	Senior Center Service Coordination & Integration	\$100,200
Baylor College of Medicine	Health Kids Obesity Prevention Program	\$108,837
Collaborative for Children	Education Initiative	\$218,331
Total		\$ 494,758

MANAGING THE PROCESS

Program Year 3 Action Plan Managing the Process response:

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.

The City of Houston (City) Housing and Community Development Department (HCDD) serves as the lead agency responsible for administering the programs covered by the 2010-2014 Consolidated Plan, which includes CDBG, HOME, HOPWA, and ESG.

2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.

Citizen participation is an important key to the development of the Annual Action Plan. HCDD held two Public Hearings in the fall of 2011 and two in the spring of 2012 to solicit comments for the Plan. In addition, HCDD opened a 30-day public comment period to gain feedback on the Draft Plan beginning March 13, 2012. Significant outreach efforts were made to include a broad range of individuals, especially populations that will benefit from the funding. A detailed overview of citizen input including a list of the organizations that participated in the development of this Plan, is included in the *Citizen Participation* section of this Plan.

Questionnaires, seeking recommendations on priority areas and the identification of gaps of services, are given to participants at the Public Hearings, as well as sent to public service agency clients. The results of the questionnaire are summarized in the *Citizen Participation* section of this Plan.

ATF COMMUNITY PARTNERS

Acres Homes Senior Citizens
Amegy Bank
Avenue CDC
City of Houston Health Department
City of Houston Veteran Affairs
The Clerkley Watkins Group, Inc
Coalition for the Homeless of Houston/Harris County
Fifth Ward CRC
Gracie Saenz & Associates
Greater Houston Fair Housing Center
Gulf Coast Community Services
Harriet C. Latimer & Associates
Harris County Community Services Department
Houston Area Urban League
Houston Center for Independent Living
Houston Food Bank
Houston Housing Authority
Houston Regional HIV/AIDS Resource Group
KET Enterprises Inc.
Land Assemblage & Redevelopment Authority Board
Legacy Community Health Services
LISC
Metropolitan Transit Authority
Mental Health Mental Retardation Authority
Rice University
Ryan White Planning Council
United Way of Greater Houston
Uplift Fourth Ward, Inc.
Urban Land Institute - Houston
Wells Fargo
YMCA of Greater Houston

HCDD also provides technical assistance to agencies and developers responding to Request for Proposals. Various HCDD Programs, including the Multifamily Housing Program, the Public Service Program, and the Public Facility and Infrastructure Program, issue Request for Proposals throughout the year. The responses received and the proposals chosen develop the activities that will be carried out within the program year.

Other community development activities and initiatives taking place in the City and the region may also influence the development of the Plan. Through coordination and partnerships, HCDD supports general and specific community development activities led by area agencies and organizations. As an example, HCDD will support the planning efforts guided by the Houston-Galveston Area Council through the Sustainable Communities Planning process.

3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Public/Private Agency Coordination. As the lead agency in the Annual Action Plan (Plan) development process, HCDD continues to share a common vision with its partners in the public and private sectors. That vision promotes community development and the leveraging of resources to maximize program outcomes.

HCDD will continue to enhance coordination efforts between public and private agencies. These efforts are described in detail below:

- *HOPWA grantees.* HCDD funds HOPWA grantees in six counties. HOPWA grantees must consult broadly to develop a metropolitan-wide strategy and other jurisdictions must assist in the preparation of the HOPWA submission.
- *Coalition for the Homeless Houston/Harris County.* The City funds the HMIS or primary data system used to track information related to the region's homeless population. Such data informs efforts to address the needs of the chronically homeless in the region in cooperation with agencies across several counties.
- *Advisory Task Force Members.* Representatives of METRO, the Center for Independent Living, the United Way of Greater Houston, and the Ryan White Planning Council are among the 25 Advisory Task Force members contributing to HCDD efforts to coordinate service delivery. A full list of members can be found in the *Public Participation* section of this plan. HCDD publicizes and promotes all facets of the Plan's development,

Figure 30: SUSTAINABLE COMMUNITIES: CITY OF HOUSTON JOINS NEW REGIONAL PLANNING EFFORT

HCDD acts in many ways to coordinate its housing strategy with local and regional planning strategies. The HUD Sustainable Communities grant is an inaugural planning effort dedicated to helping metropolitan areas like the Houston-Galveston region, coordinate housing, transportation, and efforts to balance the area's growth with preservation of the environment and natural resources. The City of Houston is one of 25 partners working together to develop a shared vision for a sustainable 13-county region.

At the core of the Sustainable Communities Planning process are the following six livability principles, which serve to coordinate the use of federal resources and address long-term regional needs:

- Provide more transportation choices;
- Promote equitable, affordable housing;
- Enhance economic competitiveness;
- Support existing communities;
- Prioritize transit-oriented development;
- Coordinate and leverage federal policies and investment; and
- Value communities and neighborhoods.

For more information visit:

- encouraging residents, neighborhood-based organizations, and for-profit and non-profit agencies to highlight community revitalization issues and to help develop strategies for resolution.
- *Economic Development.* HCDD also coordinates efforts to retain affordable housing stock and preserve historical neighborhoods in high growth economic development areas to avoid displacement in partnership with TIRZs (Tax Increment Reinvestment Zones); HCDD is the lead agency responsible for administering the City TIRZ affordable housing set-aside. In the future, the City foresees working in closer partnership with Houston-Galveston Area Council (H-GAC) and METRO to facilitate sustainable and transit-oriented development.
 - *Housing Policy Forums.* HCDD holds forums twice a year with regional partners interested in employing community development strategies such as transit-oriented development and other innovative approaches to connecting low- to moderate-income residents to transportation, amenities, jobs, and better housing.
 - *City Departments.* HCDD partners with other City Departments to discuss various issues including Fair Housing with Public Works and Engineering and Planning and Development.
 - *Houston Housing Authority (HHA).* HHA implements strategies to assist low- and extremely-low-income persons. The City supports HHA's efforts through various strategies ranging from financing public housing improvements to funding special housing initiatives sponsored by this Authority. A staff member from the HHA is a representative on HCDD's Advisory Task Force.

The activities and partnerships with the aforementioned organizations span multiple counties (Harris, Fort Bend) and cities (Missouri City, Pasadena). More details about the organizations consulted throughout the planning process are included in the *Citizen Participation* section of this Plan.

Housing/Transportation Planning Strategy Coordination. Through participation in the Sustainable Communities Planning process, the City and HCDD can improve coordination between the housing and transportation planning areas; aligning the consolidated planning and metropolitan transportation planning processes and exploring collaborative housing and transportation investments options, such as transit oriented development. In addition, a member of METRO's staff is an active participant on HCDD's Advisory Board Committee, which also ensures collaboration between housing and transportation activities.

CITIZEN PARTICIPATION

Program Year 3 Action Plan Citizen Participation response:

1. Provide a summary of the citizen participation process.

Overview. The Housing and Community Development Department (HCDD) has primary responsibility for producing the 2012 Annual Action Plan. In this capacity, HCDD works with a number of City Departments, the Houston Housing Authority, and major non-profits to ensure that the planning process is both comprehensive and inclusive. HCDD secures information from other City Departments, the private sector, non-profits, neighborhood-based organizations, and residents regarding existing conditions and strategies for addressing current needs through research.

HCDD recognizes that Houston residents are the center of and partners in the development and execution of the 2012 Annual Action Plan. HCDD aggressively solicits community involvement and provides residents with every opportunity to become involved in the development of the Annual Action Plan.

Opportunities for citizen input are provided during the entire planning process through

- **The Advisory Task Force and its subcommittees**
- **Publications and Postings**
- **Capital Improvement Plan Meetings**
- **HCDD Community Development Survey**
- **Public Hearings**

Advisory Task Force. The Advisory Task Force (ATF) contributes community input to the HCDD's planning process. Specifically, the ATF provides assistance by

- Ensuring constituent concerns and/or issues are reflected in the process by documenting their existing conditions and needs
- Contributing to developing the assessment of low- to moderate-income and special needs populations' housing and community development needs
- Recommending strategies and providing expertise on how to prioritize needs
- Researching critical issues
- Recommending multi-year strategies to develop an effective community development agenda

The ATF is the first step in seeking consultation in HCDD's collaborative planning process. It is comprised of a diverse cross-section of Houstonians representing non-profits, for-profits, public and quasi-public agencies, neighborhood-based organizations and community leaders. The HCDD Director appoints all ATF members and candidates which represent a cross-section of individuals from the community.

The ATF meets bi-monthly with the HCDD Director and staff to discuss various topics regarding the Consolidated and Annual Action Plan(s) and additional special grants activities. During each scheduled ATF meeting, the agenda features a time designated to solicit input into the

development of HCDD programs delineated in the Annual Action Plan. To facilitate obtaining input from ATF members, HCDD program managers and staff present information regarding services, challenges, and new developments in each program area.

To give members an opportunity to bring focus to and give feedback in their area of expertise, the ATF has created Homelessness, HIV/AIDS, Multifamily Activities, Public Services & Facilities, and Single Family Activities subcommittees. This year we have expanded the subcommittees to include areas of Disaster Recovery, Fair Housing, and Public Policy.

**Figure 31: Consultation Requirement
2011-2012 Advisory Task Force Members**

The ATF is the first step in seeking consultation in HCDD's collaborative planning process, which is comprised of a diverse cross-section of Houstonians representing non-profits, for-profits, public and quasi-public agencies, neighborhood-based organizations and community leaders.

	Name	Organization	General	Homeless	Metropolitan Planning	HOPWA	Public Housing
1	Alridge, Rachelle	United Way of Greater Houston	X				
2	Bustamante, Daniel	Greater Houston Fair Housing Center	X				
3	Clerkley, Curtis	The Clerkley Watkins Group, Inc	X				
4	Collins, David	Land Assemblage and Redevelopment Authority Board	X		X		
5	Ellis, Randall	Legacy Community Health Services	X				
6	Emerson, Michael Dr.	Rice University	X				
7	Grantham, Buddy	City of Houston Veteran Affairs	X		X		
8	Greene, Brian	Houston Food Bank	X				
9	Tory Gunsolley	Houston Housing Authority	X				X
10	Harris, Ken	YMCA of Greater Houston	X				
11	Hom, Sam	Mental Health Mental Retardation Authority	X				X
12	Jaramillo, Laura	Wells Fargo	X				
13	Johnson, Elmo Rev.	Uplift Fourth Ward, Inc.	X				
14	Jones, Yolanda	Houston Regional HIV/AIDS Resource Group	X	X		X	
15	Lawler, Mary	Avenue CDC	X				X

Consultation Requirement 2011-2012 Advisory Task Force Members							
The ATF is the first step in seeking consultation in HCDD's collaborative planning process, which is comprised of a diverse cross-section of Houstonians representing non-profits, for-profits, public and quasi-public agencies, neighborhood-based organizations and community leaders.							
16	Lemelle, Daphne	Harris County Community Services Department	X				X
17	Mosely, Ruby	Acres Homes Senior Citizens	X				
18	Myree, Troy	Houston Center for Independent Living	X	X			X
19	Owens, Kevin	Gulf Coast Community Services	X				
20	Payton, Kathy	Fifth Ward CRC	X				X
21	Reyes, Brenda Dr.	City of Houston Health Department	X				X
22	Robinson, Judson	Houston Area Urban League	X				
23	Saenz, Gracie	Gracie Saenz & Associates	X				
24	Slaughter, Kimberly	Metropolitan Transit Authority	X		X		
25	Stoker, Brian	Amegy Bank	X				
26	Taylor, Ann	Urban Land Institute - Houston	X				
27	Timm, Amanda	LISC	X				
28	Turner, Sheila M.	Harriet C. Latimer & Associates	X				
29	Tuttle, John	Ryan White Planning Council	X	X		X	
30	Wilkinson, Tom	KET Enterprises, Inc	X				X
31	Wilson, Curtis	Coalition for the Homeless	X	X			

Publications and Postings. HCDD publicizes all phases of the Plan's development, from the schedule of activities to the amount of federal appropriations and the proposed use of funds in support of community improvement activities. The schedule gives the public a closer view into the major milestones during this process. This information is available on the City's website and is updated as needed. HCDD has developed promotional/informational material about the Plan that is available in English and Spanish.

At the four public hearings, HCDD provided attendees with the following information:

- Agenda
- PowerPoint presentation
- Information Guide Booklet
- Community Needs Survey

- The 2012 Annual Action Plan Public Hearing General Guidelines were added for the spring hearings

The Information Guide Booklet describes entitlement grants, anticipated funding, process for accessing funds, funding priorities, and the various programs sponsored by HCDD. The publication also includes a detailed budget of activities/programs being funded, along with a schedule for development of the 2012 Annual Action Plan. (See *Appendices for a copy of the Information Booklet.*)

The 2012 Annual Action Plan Summary was published March 9, 2012 in the *Houston Chronicle* and community newspapers. The Summary publicized the date, time, and location of the second round of public hearings and encouraged readers to submit comments during and after the hearings on the grant allocations and the Draft 2012 Annual Action Plan. The 2012 Draft Annual Action Plan was published on March 12, 2012. The public comment period for the Draft 2012 Annual Action Plan was March 12, 2012 – April 11, 2012 for public input related to proposed activities and budgets for the CDBG, HOME, HOPWA, and ESG programs. Copies of the draft Plan were available at the City of Houston Main Public Library (500 McKinney), City of Houston Secretary’s Office (900 Bagby, Parking Level, HCDD (601 Sawyer, Suite 400), and the City of Houston website (www.houstonhousing.org). The public was given 30 days to respond to the Annual Action Plan, prior to action by City Council. Houston City Council approved the Plan on April XX, 2012.

CIP Meetings. City Council sponsored twelve Capital Improvement Plan (CIP) public hearings throughout the City. Residents were encouraged to attend these public hearings. For the FY2013 CIP hearings and more than 600 Houstonians attended. HCDD staff was available to answer questions as necessary.

Figure 32: City of Houston 2012 – Capital Improvement Plan Public Meetings Schedule

<p>District A Helena Brown February 28, 2012 Spring Woods H.S.</p> <p>District B Jerry Davis March 6, 2012 Northeast Multi-Service Center</p> <p>District C Ellen Cohen February 13, 2012 West Gray Multi-Service Center</p> <p>District D Wanda Adams February 22, 2012 Judson Robinson Jr. Community Center</p>	<p>District E Michael Sullivan February 27, 2012 University of Houston – Clear Lake March 22, 2012 Creekwood Middle School (Auditorium)</p> <p>District F Al Hoang March 7, 2012 Tracy Gee Community Center</p> <p>District G Oliver Pennington March 19, 2012 Paul Revere Middle School (Auditorium)</p>	<p>District H Ed Gonzalez March 5, 2012 Jefferson Davis High School (Atrium)</p> <p>District I James Rodriguez March 21, 2012 The E.B. Cape Center</p> <p>District J Mike Laster March 8, 2012 Sharpstown Community Center</p> <p>District K Larry Green March 20, 2012 Westbury High School</p>
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The HCDD Community Development Survey. HCDD staff collected 183 completed Community Needs Surveys from the public. The survey was available on the HCDD website and at the public hearings for the 2011 and 2012 Annual Action Plan.

Survey respondents were asked to rank the top four priorities in their communities. Based on a review of the survey data, the top four priorities were ranked accordingly:

- 1) 100 respondents ranked Safe, Decent and Affordable Housing the first priority in their community.
- 2) 34 respondents ranked Rehabilitation of Existing Housing Structures the 2nd priority in their community, where 33 respondents ranked Public Services as the 2nd priority.
- 3) 50 respondents ranked Economic Development the 3rd priority in their community.
- 4) 33 respondents ranked Community Facilities the 4th priority in their community.

HCDD will use the data collected as a resource to guide HCDD's budgetary and program policy.

Public Hearings. HCDD held four public hearings to receive input from and inform the public of the 2012 Annual Action Plan application to the U.S. Department of Housing and Urban Development (HUD). The purpose of the hearings was to: (1) Publicize proposed funding allocations of CDBG, HOME, HOPWA, and ESG grants, and (2) Receive public comment on Plan budget priorities.

The first two hearings held in the fall reviewed past performance and solicited citizens to express their needs for the 2012 Annual Action Plan. The November 1, 2011 hearing was held at the Southwest Multi-Service Center, and the November 3, 2011 hearing was held at City Hall Annex. There were 61 attendees at the fall hearings with 30 persons providing comments to HCDD on budgeted priorities and proposed activities.

The next two hearings were held in the spring of 2012. The hearing on March 28 was held at the Hiram Clarke Multi-Service center, and the hearing on April 4 was held at City Hall Annex. There were XX attendees at the spring hearings with XX persons submitting written or spoken public comments to HCDD.

HCDD publicized the hearings using traditional and modern marketing to increase attendance. The public hearings were publicized using:

- City of Houston networks: CitizenNet Emails, email invites to Super Neighborhood Councils and civic clubs
- Flyers: Posted at Multiservice Centers and Houston Public Library branches, and sent copies to City Council Members and U.S. Congressional District offices
- Ads in Publications: HCDD placed an announcement in the *Houston Chronicle*, the City's largest general circulation paper as well as two community newspapers, *The Houston Defender* and *Semana News*

The public hearing flyer gave the public four options to provide comment to HCDD on priorities:

- Present comments at a hearing,
- Send email to: andrea.jones@houstontx.gov,

- Download Community Needs Survey from HCDD's official website – www.houstonhousing.org and mail completed survey to HCDD, 601 Sawyer, 4th floor, Houston, Texas 77007,
- Send a letter to HCDD, 601 Sawyer, 4th floor, Houston, Texas 77007

In addition, HCDD took advantage of interoffice relationships with staff and subrecipients by requesting that the flyer be sent by email to their social networks. The public hearings were also advertised on HCDD's official website, and Facebook page.

HCDD has a record of attendees and speakers for the four public hearings gathered from the required general sign-in sheets and speakers sign in sheets, as well as transcripts of public comments. The four public hearing venues were wheelchair accessible; and HCDD made available captioning for the hearing impaired. In addition, English to Spanish interpreters were on site at the public hearings, and American Sign Language interpreters were also present at each hearing.

2. [Provide a summary of citizen comments or views on the plan.](#)

A summary of citizen comments on the 2012 Annual Action Plan, along with HCDD's reasoned responses, is available in the *Appendix*.

3. [Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.](#)

HCDD implemented a broad outreach campaign to promote public participation in the development of the consolidated plan. Concerted effort to reach out to diverse populations was made including outreach to minorities, non-English speaking persons, and persons with disabilities. The following are a summary of these efforts:

- Held meetings at the City Hall Annex, a central location, as well as at the Southwest Multi-Service Center and Hiram Clarke Multi-Service Center located in LMI neighborhoods
- Extended invitation to Public Hearings to Houston Housing Authority (HHA) tenants and also provided flyers for distribution at HHA properties
- Advertised Public Hearing information in community newspapers
- Provided information to funded Public Service Agencies about planning process and public comment periods

4. [Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.](#)

A summary of citizen comments on the 2012 Annual Action Plan, along with HCDD's reasoned responses, is available in the *Appendix*.

INSTITUTIONAL STRUCTURE

Program Year 3 Action Plan Institutional Structure response:

1. Describe actions that will take place during the next year to develop institutional structure.

Develop Institutional Structure. As the lead agency charged with development of the Annual Action Plan, the Housing and Community Development Department (HCDD) is responsible for ensuring that all applicable requirements, such as encouraging full citizen participation, are satisfied.

In August 2010, HCDD was reorganized to emphasize the central role of monitoring and compliance activities within Department operations. Internally, HCDD is comprised of four major functions: **Program Areas** (Multifamily, Single Family, Neighborhood Facilities and Improvements, and Public Services), **Financial Services and Administration, Planning and Grants Management**, and **Compliance and Monitoring Divisions**.

The current structure highlights HCDD's commitment to ensuring that all functions perform in a concerted manner to guarantee an efficient use of public and private resources with maximum output in the form of accomplishments. Underlying this effort is the recognized need to maintain a high level of coordination on projects involving other City Departments and/or outside agencies.

The institutional structure for development, support, and implementation of the Action and Consolidated Plans requires that HCDD continue to coordinate the process, working with other City Departments and non-city agencies, using six (6) strategies:

1. Reduce and/or alleviate any gaps in services and expedite the delivery of housing and community development improvements (primarily affordable housing) to eligible residents.
2. Use high level of communication and project coordination among City Departments and support the City's efforts to revitalize and/or stabilize low- and moderate-income neighborhoods.
 - HCDD is currently in partnership with Fire, Health and Human Services, Library, the Mayor's Office, and Parks and Recreation on a variety of community improvement projects.
 - HCDD promotes a diverse number of projects in support of neighborhood conservation and/or revitalization. These include housing construction and rehabilitation, homebuyer assistance, lot assemblage, street overlays and streetlights, transportation and safety upgrades, and park and library improvements.
3. Maintain working relationship with the Houston Housing Authority based on the mutually shared goal of providing suitable housing for low- and extremely low-income residents.
4. Work with and financially support various community housing development organizations (CHDO's) operating in low- and moderate-income neighborhoods to build affordable housing for the elderly, veterans, and other special needs populations.

5. Use established lines of communication to identify opportunities for joint ventures with agencies that are sources of funding for construction of affordable housing and/or for financing homeownership.
6. Continue to cultivate strong working relationships with local financial institutions to ensure the availability of private funding for housing projects.

MONITORING

Program Year 3 Action Plan Monitoring response:

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Overview. To ensure compliance with the provisions of the Housing and Community Development Act of 1974, and other federal and contractual requirements, the U.S. Department of Housing and Urban Development (HUD) requires grant recipients to establish a monitoring system to ensure objective reviews of HUD programs and activities. Monitoring is the principal means by which the City of Houston's Housing and Community Development Department (HCDD):

- Ensures that program activities are carried out efficiently, effectively, and in compliance with applicable laws and regulations,
- Assists program participants in improving their performance by developing or increasing capacity and augmenting their management and technical skills, and
- Stays abreast of the efficacy of community planning and development administered programs and technical areas within the communities HCDD programs serve.

Monitoring Standards and Procedures. In August 2010, under new leadership, HCDD was reorganized to enhance monitoring, and as a result, the Compliance & Monitoring Division was created. This Division has three sections - Contract Monitoring, Contract Compliance, and Portfolio Compliance; with a total staff of twenty-seven reporting to the Assistant Director of Compliance & Monitoring.

Contract Monitoring.

The Contract Monitoring Section (CMS) is responsible for monitoring all grant supported programs and activities funded through the four HUD entitlement grant programs – CDBG, HOME, HOPWA, ESG – and specifically funded federal programs NSP, CDBG-R, CDBG-DR and all special or one-time federal grants. In addition to compliance and monitoring oversight, the CMS provides one-on-one and group session technical assistance and programmatic training to department and external agency personnel. The CMS has two groups: Internal Monitoring and Contract Monitoring.

The Internal Monitoring group is responsible for monitoring all internal programs and financial processes, assisting with contract development and structure, and ensuring current programs are operating and new programs are developed, according to the policies and regulations supporting each grant as well as goals and objectives set forth in the 2010-2014 Consolidated Plan. Internal Monitoring includes the monitoring of other City Departments such as the Houston Public Library, Health and Human Services, and Parks and Recreation.

The Contract Monitoring group primarily conducts compliance and monitoring oversight of federally contracted external agencies consisting of subrecipients, developers, and Community Housing Development Organizations (CHDOs).

Contract Compliance.

The Contract Compliance section monitors all activities associated with the following technical activities:

- Section 3
- Davis-Bacon Labor Standards
- Women and Minority Business Enterprises
- Environmental Assessments
- Fair Housing concerns and impediments
- Relocation of residents and/or tenants

To ensure compliance with local and federal requirements supporting these areas, staff will conduct desk audits and site inspections, and provide technical assistance. This includes analyzing, evaluating, and enforcing applicable regulations.

Portfolio Compliance.

The Portfolio Compliance section is responsible for ensuring long-term compliance with housing codes and requirements by verifying occupancy and eligibility certifications for single family and multifamily projects. This section also conducts property inspections for multifamily projects and single family projects using HCDD Minimum Property Standards (MPS), a newly adopted standard which includes local City codes and ordinance as well as internationally accepted building standards, replacing the generic Housing Quality Standards (HQS).

Monitoring is performed through desk audits of monthly reports, periodic mail-outs in the form of a questionnaire, on-site reviews of tenant files and related financial data, and annual physical property inspections. These monitoring activities begin just prior to initial occupancy and continue through contractually designated loan terms, and/or the affordability period. Additionally, for multifamily projects, this section is responsible for providing technical assistance and training to the owners and property management staff throughout this period.

PY 2012 Proposed Actions. In the next program year the Contract Monitoring Section will do the following:

- Ensure greater consistency in regulatory practices of funded projects and within the HCDD Compliance and Monitoring Division, policies and procedures for external portfolio compliance monitoring will be revised, as needed, and implemented during the program year.
- Reduce operational costs and add monitoring capacity.
- Use evolving media technology to train and assist project property staff via periodic teleconferencing discussions. The preliminary focus within the next program year will center on an online “Frequently Asked Questions” site containing video clips relating to monitoring forms and reports.

Actions to Monitor Subrecipients. HCDD will take these actions to monitor subrecipients:

- For all subrecipients, contracts, and program activities, conduct at least one annual monitoring review. A risk-based analysis is performed, and high-risk programs and/or projects could see more than one monitoring review per annual contract year.
- Assess the capacity of the entity carrying out the approved project or activity.
- Determine if entity is delivering program activities as described in the agreement or contract with the City.
- Determine if costs charged to projects are eligible under applicable laws and regulations.
- Determine if there is adequate control over program and financial performance to minimize opportunity for waste, mismanagement, fraud, and abuse.
- Identify potential problem areas and assist with resolving compliance problems through discussion and negotiation, along with technical assistance and training.
- Provide adequate follow-up measures to ensure that performance and compliance deficiencies are corrected and not repeated.
- Determine if and remediate any conflicts of interest that exist in the operation of federally funded programs.
- Ensure that required records are maintained that demonstrate compliance with applicable regulations pertaining to rental rates, occupancy, eligibility, family income, minimum property standards and usage, fair housing, Section 3, MBE participation, and Davis-Bacon wage rates.

Compliance with Program Requirements: Planning & Grants Management. The Planning and Grants Management Division also contributes to the proper function of the Compliance and Monitoring Division. HCDD continues to build program management and reporting capacity to address department-wide financial and data needs. This allows HCDD to coordinate efforts to:

- Develop consistency in program area financial and data collection and reporting,
- Conduct initial eligibility review on all proposed projects,
- Meet grant spending timeliness requirements,
- Meet grant commitment deadlines,
- Maintain grant spending limits/caps,
- Develop financial and production reporting standards & formatting,
- Ensure accuracy and integrity in financial and production data,
- Develop management reporting templates,
- Manage other, non-grant funding sources (TIRZ, homeless & housing bonds), and
- Meet non-entitlement (special) grant reporting requirements.

HCDD continues to develop program area resources to:

- Manage program area budgets for all grant funding allocations,
- Understand existing resources: IDIS/DRGR/SAP/HUD Reports,
- Track program area activity in SAP/IDIS/Pipeline,
- Project program area financial forecasts/budgets,
- Identify, collect, and present financial and production data required for the Consolidated/Action Plan, CAPER, Housing Plan, Non-entitlement grant reporting, and ad hoc reporting, as needed, and

- Explore development of database to support performance measurement and other data collection/tracking needs.

Performance Measurement

HCDD has developed program area specific performance measurement training to create program area subject matter expertise in developing performance measures and to facilitate program area tracking of performance measures and other activities/measures deemed beneficial for program and department management.

LEAD-BASED PAINT

Program Year 3 Action Plan Lead-based Paint response:

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

Lead-Based Paint. HCDD and the Houston Department of Health and Human Services (HDHHS) work closely together to reduce lead hazard. From 1995, HDHHS has received federal funding from the U.S. Department of Housing and Urban Development (HUD) to reduce lead-based paint hazards and establish “Healthy Homes” principles in low- and moderate-income housing units within the City of Houston. The Community & Children’s Environmental Health Lead Program is funded by two grants, the Lead-Based Paint Hazard Control (LBPHC) Grant and the Lead Hazard Reduction Demonstration (LHRD) Grant. HCDD will continue to provide HDHHS with CDBG funds to meet the matching requirement for each of these grants in PY 2012.

The purpose of these programs is to reduce the danger of lead poisoning and other environmental hazards in children ages six years and younger at risk of being poisoned by lead-based paint. This goal will be accomplished through the following activities:

- Identification & qualification of inner-city, pre-1978 housing units of low- to moderate-income families where children age six or under reside or visit at least 60/hrs a year
- Reducing lead hazards in units contaminated with lead-based paint
- Educating the public about the hazards of lead-based paint and the principles of healthy homes
- Conducting outreach and blood screening for children ages six and under
- Relocating families during the lead abatement activity

Figure 33: LEAD-BASED PAINT REMEDIATION SAVES LIVES

Why is lead dangerous?

Lead is a poison that serves no known purpose in the body. Lead enters your body when you swallow or breathe in lead dust or particles. Lead can be found in the air, water, food, dust and soil. Small amounts of lead can build up in the body and cause temporary or permanent damage.

What are the symptoms of lead poisoning?

Lead poisoning can often have no symptoms – even people who appear healthy can have lead poisoning. The symptoms of lead poisoning are often mistaken for other problems.

Some symptoms are:

- Fatigue
- Tingling hands and feet
- Headache
- Memory problems
- Irritability Anemia
- Diarrhea / constipation
- Reproductive problems
- Nausea
- High blood pressure
- Weight loss

Extreme cases of lead poisoning can result in:

- Convulsions
- Coma
- Death

With the help of HCDD matching funds for these two grant programs, HDHHS performs hazard reduction/remediation on approximately 420 units annually. HDHHS will also continue to provide

program guidance; pursue available grant funding and coordinate all grants awarded; perform blood-lead testing; train additional inspectors; and hire abatement contractors.

HCDD proposed to allocate \$1,075,000 in CDBG funds to two Lead-Based Paint related programs, the Lead-Based Paint Testing Program managed by the HCDD Single Family Home Repair division and the Community & Children's Environmental Health Lead Program managed by HDHHS. A description of each activity and funding allocation follows

1. Lead Based Paint Testing Program (HCDD) \$100,000 – These funds are provided to HDHHS in order to conduct Lead Based Paint Testing on housing units, which qualify for rehabilitation under HCDD's Single Family Home Repair Program. HDHHS certified lead inspectors conduct initial Lead-Based Paint Inspections on housing units, as requested by HCDD, then provide a Risk Assessment followed by a Clearance Evaluation Report, to ensure the unit is safe for re-occupancy once remediation has been completed.
2. Community & Children's Environmental Health Lead Program (HDHHS) \$975,000
 - LHRD Grant (HDHHS) – These CDBG funds are provided to HDHHS as matching funds for the grant HDHHS receives from HUD. Funds will be used to assist in remediation of Lead-Based Paint in low- to moderate-income housing units, qualifying under the LHRD Grant program.
 - LBPHC Grant (HDHHS Program) - These CDBG funds are provided to HDHHS as matching funds for the grant HDHHS receives from HUD. Funds will be used to assist in remediation of Lead-Based Paint in low- to moderate-income incoming housing units, qualifying under the LBPHC Grant program.

HOUSING

Specific Housing Objectives

Program Year 3 Action Plan Specific Objectives response:

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.

HCDD employs a variety of approaches to maintaining, creating, and improving the quality of affordable housing in Houston's predominately low- and moderate-income areas. In the 2010-2014 Consolidated Plan, HCDD prioritized housing activities as "High", including the following: Housing (CDBG), Single Family Homebuyer Assistance (HOME), Multifamily acquisition/Rehabilitation/New Construction/Relocation (HOME), TBRA (HOPWA), short term Rent/Mortgage/Utility Assistance (HOPWA), and Homeless Prevention (ESG). In the 2012 Annual Action Plan, HCDD will administer the following programs to preserve and increase access to affordable housing:

- **Multifamily Housing** - Construction & Rehabilitation
- **Single Family Programs** – Development, Repair, & Homebuyer's Assistance
- **CHDO** – Building community organizations to develop affordable housing

Annual estimated completion goals for the objective Decent Housing (DH) and descriptions of activities for each program are included in the following table:

Figure 34: ANNUAL HOUSING PROJECTED COMPLETION GOALS, TABLE 3B

ANNUAL AFFORDABLE RENTAL HOUSING GOALS (SEC. 215)	Annual Expected # Completed	Resources used during the period			
		CDBG	HOME	ESG	HOPWA
Acquisition of existing units					
Production of new units	184		☑		
Rehabilitation of existing units					
Rental Assistance (HOPWA)	1,786				☑
Total Sec. 215 Rental Goals	1,970		☑		☑
ANNUAL AFFORDABLE OWNER HOUSING GOALS (SEC. 215)					
Acquisition of existing units					
Production of new units					
Rehabilitation of existing units	158	☑			
Homebuyer Assistance	170		☑		
Total Sec. 215 Owner Goals	328	☑	☑		
ANNUAL AFFORDABLE HOUSING GOALS (SEC. 215)					
Homeless	157		☑		
Non-Homeless	355		☑		
Special Needs	1,786		☑		☑
Total Sec. 215 Affordable Housing	2,298		☑		☑
ANNUAL HOUSING GOALS					
Annual Rental Housing Goal	1,970		☑		
Annual Owner Housing Goal	328		☑		
Total Annual Housing Goal	2,298		☑		

Figure 35: Housing Goals and Objectives PY 2012 – (Section of HUD Table 3A)

Specific Objective #	Strategies & Objectives	2012 Goal	5-Year Goal
DECENT HOUSING -Availability/Accessibility/Affordability			
DH 1.1	<i>Improve supply, quality, and accessibility of affordable rental housing-acquisition, new construction, and rehabilitation – Multifamily Housing Program and CHDO Program(restricted rental units)</i>	200	1,250
DECENT HOUSING -Availability/Accessibility/Affordability			
DH 2.1	<i>Implement homebuyer's assistance programs to increase low and moderate-income persons' access to affordable, decent housing throughout the City of Houston – Homebuyer's Assistance Program</i>	312	1,391
DH 3.1	<i>Preserve existing housing stock through the Single Family Home Repair Program that addresses emergency conditions that occur without warning, moderate repair, and reconstruction. Prioritize service to the disabled and elderly – Single Family Home Repair</i>	218	1,142

- Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

HCDD will use a combination of public and private funding to carry out affordable housing activities during the period covered by this Plan. HCDD's Homebuyer Assistance Program leverages HOME funding through a deferred, forgivable loan with private funding including equity from the homebuyer as well as mortgage loans from the private sector. For-profit and non-profit developers partnering with HCDD to build or rehabilitate affordable housing must document how HCDD funds will only fill the gap needed to complete the project. Other development funding must be obtained through other private and public sources.

In addition, HCDD has been awarded several special grants and will be receiving special grant funds during the next program year to address housing needs in the community, which includes Hurricane Ike CDBG-DR Round 1, Hurricane Ike, CDBG-DR Round 2 (if awarded), NSP1, and NSP3. Other special federal funds like HHSP will be used to improve services. HCDD will use federal funding to leverage other public and private dollars to create and renovate affordable housing as well as make it more accessible to low- and moderate-income families.

Needs of Public Housing

Program Year 3 Action Plan Public Housing Strategy response:

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.

Overview. The Houston Housing Authority (HHA) provides affordable homes to more than 55,000 low-income Houstonians. The agency and its affiliates own and operate 25 housing communities with more than 6,500 units for families, elderly, disabled and other residents.

Public Housing Needs:

Years of federal disinvestment in the Public Housing Capital Fund Program (CFP), coupled with damage caused by hurricanes Ike and Dolly, have created a significant backlog of capital needs across the Agency's portfolio. A recently completed Physical Needs Assessment values the current capital backlog at approximately \$82 million, or 17 times the funding HHA receives from HUD in a typical year for capital improvements.

HOUSTON HOUSING AUTHORITY (HHA) 2011 PROGRAM HIGHLIGHTS

Historic Program Growth. HHA added 2,400 households to the voucher program in 2011. The HHA is currently serving more low-income Houstonians than at any time in the Agency's 74 year history.

Playground Replacement. In 2011, HHA began a campaign to replace every playground in need. Two playgrounds have been replaced to date.

Serving Homeless Vets. Working with the Veterans Administration, the HHA's Veterans Affairs Supportive Housing (VASH) program is the nation's third largest, serving 645 formerly homeless veterans.

While the HHA will expend its CFP allocation of \$4.8 million to address the most severe capital needs, without additional funding, the HHA will remain \$77.2 million short of the support required to adequately address the portfolio's documented capital needs. Additionally, as the need to rehabilitate the city's existing housing stock grows, so too does the need for affordable housing, with over 12,000 families currently on HHA's waiting list for a public housing unit.

Fortunately, the coming year may present the HHA and City of Houston with a once in a generation opportunity to substantially – but not completely – address both the public housing capital needs backlog and the City's unmet demand for affordable housing. Combined, the HHA and the City's Housing and Community Development Department have applied for, and anticipate receiving, more than \$43 million in Hurricane Dolly and Ike Recovery funds. If leveraged appropriately, it will be possible for the HHA to address the capital needs at several hurricane damaged public sites while adding upwards of 1,000 units of new affordable housing units by layering a combination of subsidies and low income housing tax credits.

Resident Involvement. HHA employs various strategies to promote public housing resident involvement in Agency's policy, development and strategic decision-making processes. The agency encourages residents to become involved through participation in Resident Councils, which operate at most public housing developments. Staff from the Housing Authority's Client Services Department provides technical assistance to Resident Council members and helps ensure that

third party (League of Women Voters) oversight is in place for the annual election of officers. Each Resident Council meets on a monthly basis to address general and property-specific issues.

Resident Council officers meet as a group with the HHA President & CEO quarterly. These meetings provide an opportunity for resident leaders to hear updates on major issues taking place at HHA and within the affordable housing industry nationally. Time is allotted for resident leaders to raise issues or ask questions, which often become the basis for further dialogue. Discussions typically cover issues related to resident participation in governance, safety and security, community service requirements, summer programs, development plans and job readiness.

As the HHA prepares for unprecedented levels of redevelopment across the portfolio in coming years, resident engagement and participation will take on much greater significance than in past years. HHA's Real Estate Investment and Development (REID) staff will be meeting with residents throughout the planning process to make sure that resident ideas are heard and concerns addressed.

Homebuyer Counseling. HHA staff works to promote homebuyer awareness among public housing residents by creating linkages with community partners that offer courses in topics including homebuyer education and financial literacy; additionally, prospective homebuyers are linked with resources that provide downpayment and closing cost assistance.

2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

HHA does not have a troubled designation; therefore, it is not necessary for HCDD to provide financial or other assistance to HHA to remove such a designation during the next year.

Figure 36: HOUSTON HOUSING AUTHORITY (HHA) PLANS FOR 2012

Modernization & Repair. Some noteworthy projects for 2012 include starting the demolition and redevelopment of Wilmington, the demolition and replacement of sixty-three vacant, storm damaged units at Kelly and roof replacements at Long Drive.

Opening Voucher Waiting List. With the waiting list updated, the HHA will open the waiting list for new applicants. HHA will work with community leaders to ensure that the waiting list opening is well advertised to all of the City's various ethnic groups.

Site Improvements. \$2 million will be invested in new playgrounds, community rooms, landscaping and other improvements throughout the public housing portfolio.

Project Based Voucher Program. The HHA launched its Project Based Voucher program in late 2011. In 2012, HHA will offer additional Project-based Vouchers to local homeless service providers to help expand opportunities for our most vulnerable neighbors to move from the streets and shelters to stable, supportive housing.

Barriers to Affordable Housing

Program Year 3 Action Plan Barriers to Affordable Housing response:

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Barriers to Affordable Housing. As identified in the 2010-2014 Consolidated Plan there are three *primary* barriers to accessing and maintaining quality, affordable housing:

- Current market conditions
- Deterioration of existing housing stock
- Regulatory barriers

Current market conditions. The demand for affordable housing in Houston has increased due to both the in-migration of new residents and the effects of both the mortgage and financial crisis on the local economy.

Affordability for buyers and housing developers alike has become a challenge. The number of low- to very low-income Houstonians who are unable to afford fair market rent or qualify for homeownership due to underwriting requirement is increasing. These conditions force low-income citizens to use more than 30 percent of their limited income on their housing costs, exceeding the recommended housing burden.

The cost of land in some sections of the city is prohibitively expensive and thus resistant to affordable housing or mixed-income development. Environmental issues, such as brownfields and floodplains, further reduce the number of parcels readily available for infill housing development.

Deterioration of existing housing stock. Houston's housing stock is aging. Properties built before 1978 require lead based paint abatement. After the housing booms, some investors and developers that once profited from properties have since become absentee property owners. As a result, residents of apartments and single family homes in some LMI neighborhoods live in hazardous conditions. These incidences of blight inhibit infill development and revitalization efforts thereby decreasing the availability of affordable housing stock.

Addressing Barriers to Affordable Housing. To address barriers to increasing the availability and accessibility of decent, affordable housing in Houston, HCDD will 1) leverage resources through comprehensive strategic planning with regional partners; 2) support code enforcement and explore innovative ways to mitigate hazards in substandard housing; and 3) increase intergovernmental communication and coordination. These actions to be performed in PY 2012 are described in more detail below.

1. *Engage in Comprehensive Strategic Planning through Partnerships with Regional Entities*
 - Hold community development forums twice a year which address housing and related issues with a variety of stakeholders
 - Host forums with housing partners such as HHFA, Housing Authority, Harris County, and the Harris County Housing Authority to catalyze collaboration on grants and affordable housing development projects

- Collect input from stakeholders including the Advisory Task Force (ATF) and its subcommittees
2. *Invest in Building Code Enforcement & Hazard Remediation to Abate Deterioration of Housing Stock*
 - Coordinate single family home repair efforts with the City's HDHHS lead paint abatement program to improve condition of housing stock
 - Continue to engage in code enforcement activities carried out by the City's Department of Neighborhoods to address multi and single family owners' code violations
 - Continue Single Family Home Repair Program to lower the cost of home maintenance and improve housing stock
 3. *Strengthen Intergovernmental Relationships to Resolve Regulatory issues*
 - The HCDD Planning section will meet with outside entities to coordinate housing and infrastructure improvements related to flooding and disaster recovery
 - Continually improve HCDD's Monitoring and Compliance function; enable staff to detect and address inconsistencies or conflicts among federal, state, and local grant and regulatory requirements
 - Continue to provide technical assistance to nonprofit and for profit affordable housing developers
 - Continue to refer Fair Housing complaints to equivalent agencies and the regional HUD office equipped and trained to manage such complaints effectively and efficiently

HOME INVESTMENT PARTNERSHIPS PROGRAM

Program Year 3 Action Plan HOME response:

Spending Deadlines. For each grant received, City has two years to commit funds (including reserving funds for CHDOs) and five years to spend funds. To remain in compliance, HCDD staff holds periodic meetings to ensure program and project spending is on target to meet this requirement.

Planning and Administrative Cap. HCDD will construct the 2012 Annual Action Plan budget based on the requirement that no more than 10 percent of the HOME Investment Partnership Program allocation plus program income received be used for planning and administration costs. Periodic meetings involving the HCDD Finance Division and program staff utilizing HOME funds will be held to ensure that ongoing spending complies with this regulation.

Tenant-Based Rental Assistance. In the 2010-2014 Consolidated Plan, HCDD stated that it would develop and implement a HOME tenant-based rental assistance (TBRA) program using best practice approaches. HCDD continues to dialogue about the TBRA needs in the City of Houston and how best to implement a TBRA program directly, through a non-profit, or in collaboration with the Houston Housing Authority. During PY 2012, a decision will be made regarding HCDD's direction with TBRA, apart from its current programs offered through the Housing Opportunities for Persons with AIDS Grant. Should HCDD conclude that it cannot or will not move toward the implementation of a TBRA Program during the 2010-2014 strategic planning period, it will make such necessary amendments to the 2010-2014 Consolidated Plan at that time. Until that time, this proposed activity remains a viable consideration.

Affirmative Marketing. The U.S. Department of Housing and Urban Development (HUD) requires that recipients of HOME Investment Partnership (HOME) Program funds adopt an Affirmative Marketing Plan. The City has developed policies and procedures covering both rental and homebuyer projects, which cover dissemination of information, technical assistance to applicants, project management, reporting requirements, and project review.

The City has established procedures to affirmatively market units financed through City-funded programs, as required for those projects assisted with HOME funds and consisting of five (5) or more units. These procedures are intended to further the objectives of Title VIII of the Civil Rights Act of 1968 and Executive Order 11063, as amended.

The goal is to ensure that eligible persons from all racial, ethnic, national origin, religious, familial status, the disabled, "special needs," and gender groups are:

- Fully informed of vacant units for sale and/or rent
- Encouraged to apply for sale and/or rent
- Given the opportunity to buy and/or rent the unit of their choice

Dissemination of Information. In accordance to the affirmative marketing policies and procedures, HCDD will inform potential renters/owners about available opportunities and supporting requirements through the City's website, publications, workshops/seminars, and the placement of

flyers/posters at City facilities. Particular emphasis will be on low- to moderate-income areas and those communities with minority concentrations.

Technical Assistance to Applicants. Once HCDD issues a “conditional commitment” to fund a project, staff will share with the applicant the City’s Affirmative Marketing Plan requirements. Staff will assist the applicant to develop an Affirmative Marketing Plan for insertion into the contract’s scope of work. The plan, pursuant to federal regulations, will outline strategies to inform the public about the housing opportunities, requirements, and practices that the owner must adhere to in executing the Affirmative Marketing Plan. This includes the procedures that will be followed in soliciting tenant applications, followed by a description

Management of Multifamily Projects. HCDD will assign a staff member to each multifamily project funded by the City. Immediately following City Council approval, the Relationship Manager will coordinate a meeting with the developer to review all pertinent requirements related to execution of the agreement between the developer and the City of Houston and the satisfaction of federal requirements. The assigned Relationship Manager will have primary responsibility for ensuring the execution of the Affirmative Marketing Plan, as outlined in the contract’s scope of work. The developer will have the responsibility for submitting annual reports detailing how affirmative marketing requirements have been met. The City will carry out affirmative marketing assessment activities and complete a written assessment of affirmative marketing efforts, for inclusion in its annual performance report to HUD.

Minority Outreach. The City of Houston’s Office of Business Opportunity-Certification section implements City Ordinance Numbers 84-1309, 95-336, and 99-893, approved by City Council for the purpose of equalizing the opportunity of minority, women, and disadvantaged business owners to compete for City contracts. In December 1998, Council passed Ordinance 98-1213, which implemented an MWBE graduation program based on the Small Business Administration (SBA) Size Standards and a program to include persons with disabilities business enterprise (PDBE) owners in City contracting.

This section certifies the legitimacy of ownership, management, and control of firms applying for MWDBE/SBE and PDBE status. Only firms certified by this section can be used to satisfy the respective goal requirements. This area also maintains a MWDBE / SBE Directory.

Firms wishing to become certified can attend one of the weekly Pre-Certification Workshops offered each Thursday at 2:00 p.m. at the Mayor’s Office of Business Opportunity, located at 611 Walker, 7th floor, Houston, Texas 77002. These workshops address certification requirements and procedures and provide business owners with information on how to do business with the City. All programs and services geared toward small, as well as minority- and women-owned businesses are available to businesses owned by persons with disabilities and disadvantaged business enterprises.

Recruiting efforts are implemented to increase and maintain the number of certified minority owned businesses in the City’s MWDBE program. After the company is certified, the Contract Compliance Officers refer the MWDBE to prime contractors, suppliers, and City departments who utilize their services and products.

In accordance with Resolution 81-2, the Certification section also works with many community groups. Affirmative Action co-sponsors or sponsors many meetings, conferences, and activities each year, including Government Procurement Connections, the EXPO Business Opportunity Marketplace and Minority Enterprise Development Week (MED Week).

- MWBE Goals and Program Information
- Pre-Certification Workshop & the Certification Process
- Requirements for Certification
- Advantages of Certification
- MWBE Directory
- Criteria for Social and Economic Disadvantage (For DBE certification)
- Personal Net Worth Information (For DBE certification)

The City's Small/MWBE assistance section provides programs that foster the economic growth and development of MWDBEs.

HOME Matching Funds. The City, as a fiscally distressed Participating Jurisdiction in the HOME Program, must match 12.5 cents for each dollar of HOME funds spent on affordable housing. The match must come from state or local, non-federal sources, and constitutes a permanent contribution to the HOME Program. Since July 2005, the City requires multifamily applicants to help generate match and requires that they provide and document the match as pledged in relation to their award. Rules regarding what can be counted as a match under the HOME Program are very specific; therefore, HCDD strictly adheres to and maintains compliance with 24 CFR 92.

The HOME match obligation may be met with any of the following sources

- Cash or cash equivalents from a non-federal source
- Value of waived taxes, fees or charges associated with HOME projects
- Value of donated land or real property
- Cost of infrastructure improvements associated with HOME projects
- Value of donated materials, equipment, labor and professional services

The match requirement for the City has been met with cash contributions from its Housing and Homeless Bond Fund, Resolution Trust Corporation Property Acquisition, Sales Program funds, and Tax Increment Reinvestment Zone (TIRZ) Affordable Housing Set-Aside funding. Information regarding the match will be updated in the 2011 CAPER, which will be submitted to HUD in September 2012.

1. Describe other forms of investment not described in § 92.205(b).

Other Forms of Investment. The City of Houston uses HOME funds for equity investments, amortizing interest bearing or non-interest bearing loans or advances, and performance based loans and grants. Presently, the City does not use HOME funds to guarantee loans.

2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.

Resale/Recapture Requirement. For homebuyer assistance, the applicant must occupy the property as his/her principal residence through the Affordability Period. Once the Affordability Period ends, no recapture restrictions will apply. If the property is sold during the Affordability Period, the City will recapture a portion of the “Shared Net Sales Proceeds,” if any. “Shared Net Sales Proceeds” equals the future sales price less the amount needed to repay any loans superior to the City’s Downpayment Assistance loan.

"Shared Net Sales Proceeds" will be divided proportionally between the City and the homeowner as set forth in the following mathematical formulas:

Figure 37: Downpayment Assistance Recapture Formula			
$\frac{\text{Homebuyer Assistance Program Loan Amount}}{\text{Homebuyer Assistance Program Loan Amount} + \text{Homeowner Investment}}$	x	Shared Net Sales Proceeds	= HAP Loan Amount To Be Recaptured
$\frac{\text{Homeowner Investment}}{\text{Downpayment Assistance Program Loan Amount} + \text{Homeowner Investment}}$	x	Shared Net Sales Proceeds	= Amount to Homeowner

The Homebuyer Assistance Program loan amount used in the above formulas will be prorated over the affordability period. The maximum amount the City will recapture will be the full amount of the loan.

If the homeowner vacates or rents the property during the affordability period, the full amount of the loan will be immediately due and payable to the City, unless the homeowner establishes his/her actual residency pursuant to evidence acceptable to the Director.

In the case of other default during the affordability period, the City may pursue all remedies available to the City under the loan promissory note, the deed of trust, or other program loan documents. During the continuance of any such default, the loan shall bear interest at a rate of six percent per annum (“Default Rate”).

In the development of home purchase agreements, HCDD will utilize the recapture clause noted above, which is based on Shared Net Proceeds (see HOME Program regulations at 24 CFR 92.254 (a) (5) (ii)).

3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
 - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.

- c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
- d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
- e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
- f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.

Refinancing Guidelines. In accordance with 24 CFR 92.206(b) and 24 CFR 91.220(c), HCDD permits refinancing of existing HOME financed projects under specific conditions and circumstances.

Applicants must demonstrate that:

- Rehabilitation is the primary eligible activity.
 - A rehab in which HOME funds are used to reduce any dollars in the capital structure, is considered rehabilitation and refinancing
 - Applicants can demonstrate compliance by reporting a minimum of \$5,000 of rehabilitation per unit.
- Disinvestment in the property has not occurred
- Property will meet the extended, 15-year affordability period
- The project, based on the included feasibility analysis, can reasonably service the targeted population over the affordability period
- The rehabilitated property will have at least 5 percent of its units designated as disability accessible and 2 percent designated as appropriate for use by the visually and hearing impaired
- The new investment being made
 - Maintains current affordable units; creates additional affordable units, or both
 - Funds a project which lies within the boundaries of the City of Houston
 - Is on a site and within a neighborhood suitable from the standpoint of facilitating and furthering full compliance with the applicable provisions of title VI of the Civil Rights Act of 1964, the Fair Housing Act, Executive Order 11063, and implementing HUD regulations

A rehabilitation project in which all HOME funds are used for construction costs is not considered a refinancing. HOME funds cannot be used to refinance multifamily loans made or insured by any Federal program, including CDBG.

4. If the PJ is going to receive American Dream Downpayment Initiative (ADDI) funds, please complete the following narratives:
 - a. Describe the planned use of the ADDI funds.
 - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide downpayment assistance for such residents, tenants, and families.
 - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

The City of Houston does not receive ADDI funds.

HOMELESS

Specific Homeless Prevention Elements

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

Program Year 3 Action Plan Homeless response:

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction’s plan for the investment and use of funds directed toward homelessness.

Annual Investment to Reduce and End Homelessness. Services for Homeless populations are provided through HCDD's Public Services Division and are financed by CDBG, HOPWA, and ESG funds. Services for the City's Homeless will continue to be primarily invested in:

- Homeless prevention,
- Support of regional planning activities, and
- Gap financing for supportive housing.

The City received notification of a further reduction of entitlement funds, which could result in reduction of services, although the City is still committed to improving service quality and increasing the availability and sustainability services to our homeless and special needs populations. Other funding resources used to address homeless needs in Houston are provided to area non-profits like the Coalition for the Homeless of Houston/Harris County, Inc. which receives funding from Harris County, HUD, City of Houston, and contributions from individuals, foundations, and corporations.

Figure 38: HOMELESS PREVENTION & RAPID RE-HOUSING PROGRAM GRANT

In April 2009, the City of Houston received the Homeless Prevention and Rapid Re-Housing Program (HPRP) grant award totaling \$12,375,861 to provide financial assistance and services to prevent individuals and families from becoming homeless and to help those who are experiencing homelessness to be quickly re-housed and stabilized.

Services include case management, service coordination, outreach to organizations and individuals, and assisting with housing and credit counseling. As of February 2012, 86% of those funds have been spent and over 4,800 clients have been served. Funds are expected to be expended before the end of the grant in July 2012.

HCDD received funds directly from HUD and works in partnership the Child Care Council of Greater Houston, Inc. who has distributed funding for this program to the following service providers:

- AIDS Foundation Houston, Inc.
- Catholic Charities of the Archdiocese of Galveston-Houston
- Fort Bend Women's Center, Inc.
- Memorial Assistance Ministries, Inc.
- Project Joy and Hope
- Non-Profit Housing Corporation of Greater Houston
- Salvation Army
- Society of St. Vincent de Paul
- Volunteers of America Texas, Inc.
- Westside Homeless Partnership
- Houston Department of Health & Human Services

- Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.

The 2010-2014 Consolidated Plan prioritized the following homeless needs: Housing, Transportation, and Case Management. The Multifamily Housing Program work to provide funding to create supportive housing available to homeless populations. In addition, HCDD provides funding support for area agencies that provide direct supportive services for the Homeless or those at risk of becoming homeless. The following table lists specific objectives to be addressed during the program year.

Figure 39: Homeless Prevention and Services Goals and Objectives – (Section of HUD Table 3A)

Specific Objective #	Strategies & Objectives	2012 Goal	5-Year Goal
SUITABLE LIVING ENVIRONMENT – Accessibility (Homelessness Prevention/Services)			
SL 3.14	Create a more suitable living environment and increase access to services for the homeless— SEARCH	3,290	16,450
SL 3.5	Prevent homelessness by providing access to financial assistance and shelter - Rent/Utility	6,400	32,000
SL 3.5b	Prevent homelessness by providing access to financial assistance and shelter - Case Management	2,000	10,000
SL 3.5c	Prevent homelessness by providing access to financial assistance and shelter - Shelter	3,500	17,500

The following narrative outlines other actions that the City will carry out or support to address homelessness in Houston in the upcoming program year.

The Coalition for the Homeless of Houston/Harris County, Inc. HCDD has established a contractual relationship with the Coalition for the Homeless of Houston/Harris County, Inc. (Coalition) to manage efforts related to addressing chronic homelessness. The City supports the Coalition's efforts by providing CDBG and ESG funds for:

- Implementation and operation of the Homeless Management Information System (HMIS),
- Development and implementation of a Strategic Plan to End Chronic Homelessness, and
- Prevention activities.

The Coalition continues to administer the HMIS for Contributing Homeless Organizations within Houston/Harris County Continuum of Care (CoC). Since the initial implementation in 2004, the HMIS has grown to become the major repository of homeless assistance and homelessness prevention data in our community. An increasing number of federal and local funders now require HMIS participation, and its data is regularly used for various aggregate reports and analyses. HMIS data was provided for last year's HEARTH Academy (facilitated for Houston/Harris County by the National Alliance to End Homelessness), and it is a major component of the ongoing HUD-sponsored Priority Community Assessment and CoC

Figure 40: DEFINITION OF HOMELESS

HUD's final rule on the Definition of Homeless was published in the Federal Register and went into effect on January 4, 2012.

The rule applies to programs funded by HUD and depends on the type of program. The rule applies to all recipients of ESG.

The definition establishes four categories under which an individual or family may qualify as homeless:

- Literally Homeless
- Imminent Risk of Homelessness
- Homeless under other Federal Statutes

Check Up. Currently, the HMIS staff includes seven members. Our HMIS software provider is ClientTrack by Data Systems International (DSI).

At the end of 2011 there were 73 organizations, 181 programs, and 420 users actively participating in the HMIS. The database consisted of 146,847 unique client records, 221,205 enrollment records, and 2,466,379 service records. A majority of clients served before 2010 were literally homeless individuals, but a large segment now includes the at-risk population assisted by homelessness prevention programs (HPRP, SSVF, and ESG).

The HMIS staff is implementing a number of proactive initiatives on data quality and data entry as well as monitoring areas of the current HMIS system to ensure completeness, accuracy, and standardization in data collection processes. Support specialists continue to work with homeless service agencies by offering ongoing training and technical assistance, individually and in groups. The staff also meets with the user community representatives in quarterly HMIS forums to share recent developments, discuss data entry obstacles, and plan for any upcoming changes.

3. [Chronic homelessness](#)—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness. Again, please identify barriers to achieving this.

Strategic Plan to End Chronic Homelessness.

The Coalition for the Homeless Houston/Harris County (Coalition), as the Lead Agency of the Continuum of Care (CoC), has identified the need to revitalize the community strategic plan and generate Yearly Action Plans in coordination with public funding jurisdictions, service providers, and private funders. In order to accomplish this, action steps include:

- Utilize the Corporation for Supportive Housing rapid planning process (known as the community charrette) to refresh the implementation plan;
- Align community strategic plan with federal Plan and HEARTH priorities;
- Conduct audit of other Community Plans including the Consolidated Plan and local VA work to align strategies and goals;
- Publish and update strategic Plan;

Figure 41: 2011 COALITION FOR THE ANNUAL HOMELESS ENUMERATION

January 2011 Point-in-time Count = 8,538

The 2011 PIT count of 8,538 sheltered and unsheltered homeless persons showed a 25.2% increase in homeless individuals counted compared to the 2010 PIT count finding of 6,819 sheltered and unsheltered homeless.

The proportion of homeless families with children in shelters and transitional houses during the night of the enumeration increased from 11.5 percent in 2009 to 21 percent in 2010.

The majority of homeless children and youth are not covered by the current HUD definition of homelessness because the HUD definition excludes people staying with others temporarily because they have nowhere else to go (“doubled-up”), and people staying in motels due to lack of adequate alternatives. These are very common living situations for families with children as well as unaccompanied youth.

Pursuant to the Homeless Education Assistance Act, every school district is required to have a homeless education liaison who performs specific tasks, including identifying youth under the expanded definition. The Coalition received reports from homeless liaisons for the school districts within the Houston/ Harris County/Fort Bend County area. Accordingly, an estimated total of 10,933 homeless youth have been identified so far in the 2010-2011 school year. This number is cumulative throughout the entire school year and includes those children living in shelters as reported in the enumeration on the PIT Count.

- Develop concrete 1-year goals for the strategic plan (annual activity);
- Assign responsibilities to CoC members and stakeholders to ensure accountability;
- Create advisory committee that monitors progress quarterly; and
- Publish results annually to website and present at public meeting.

Assess Homeless Persons and Assess Needs

HCDD will continue to support organizations that assess needs of the homeless to create a more robust social service system addressing unmet needs. With HCDD's financial support, the Coalition implements the HMIS system creating an accurate depiction of existing community needs. The Coalition also collaborates with service agencies and others in the public sector to analyze existing needs to identify and address funding gaps. HCDD also provides funding to social service organizations to assess the needs of homeless persons. Through the recent Request for Proposal, SEARCH Mobile Outreach and Healthcare for the Homeless have received funding that provides the homeless with needed necessities.

Reach Out and Assess Individual Needs

A major component of the action plan for the Coalition for the Homeless Houston/Harris County, as the Lead Agency of the Continuum of Care, is to develop a coordinated intake system to improve access and ensure appropriate interventions. The Coalition and the Coordinated Intake Workgroup will take the lead on the following:

- Research best practices and select the most appropriate model;
- Identify access points and gather intake documents/criteria;
- Determine Homeless Management Information System applicability;
- Negotiate coordinated intake criteria and develop process/tool;
- Develop transition plan and begin implementation;
- Link participation in coordinated intake to funding; and
- Initiate training and individual technical assistance with agencies implementing coordinated intake.

Address Emergency Shelter and Transitional Housing Needs.

HCDD continues to fund social service agencies providing emergency shelter or transitional housing for homeless individuals and families. Services will include case management, direct rent or utility assistance, and operations costs associated with overnight shelter for nonprofits.

As part of the planning process for community-wide coordination of Emergency Solutions Grant (ESG) implementation and restructuring of the Continuum of Care funding process, the Coalition for the Homeless Houston/Harris County, as the Lead Agency of the Continuum of Care (CoC), is collaborating with local ESG recipients to right-size the system of emergency shelter, transitional housing, and rapid re-housing. Action steps include:

- Addressing gaps in emergency shelter provision through restructuring of ESG strategy.
- Focus on conversion of Transitional Housing and/or shelters to Rapid Re-Housing, Transition in Place, or Permanent Supportive Housing by
 - Identifying transitional housing programs and shelters interested in or primed for transition, including underperforming CoC-funded programs;
 - Providing board training to CoC providers that initiates the transition process and begins paradigm shift to housing-centric model;

- Providing technical assistance to help providers in developing conversion plans;
- Providing technical assistance to help providers in conversion process; and
- Incentivizing conversion of renewal scoring or other funding processes.

Help Homeless Make Transition to Permanent Housing.

HCDD prioritizes multifamily housing for homeless and special needs populations in the Multifamily Housing Program. Housing with supportive services forms the basis for improvement strategies that seek to upgrade housing, increase homeownership, expand the number of small businesses and jobs, and increase assistance (e.g., medical, educational, counseling, etc.) to those in need, while securing physical improvements in targeted communities. In addition, HCDD will continue to support the Coalition in the design and implementation of prioritizing Permanent Supportive Housing (PSH) through participating in policy discussions and collaborating with stakeholders.

The Coordinated Intake system, described previously, will act as the process for identifying people who are homeless and most in need of permanent supportive housing (people who are chronically homeless, families with children, veterans, and unaccompanied youth). In addition, because our community's current capacity of permanent supportive housing only meets 16% of the actual need, a plan to begin addressing includes the Coalition working with the City of Houston, Harris County, and the Public Housing Authorities to:

- Utilize the Permanent Supportive Housing Financial Model to determine short term development strategies and unit goals;
- Identify opportunities for coordinated funding and policy changes to support development strategies;
- Create a pipeline committee with City and County agencies to coordinate funding, applications, and inform unit production;
- Modify CoC funding priorities to support PSH development strategies;
- Provide training to PSH providers on developing and operating PSH; and
- Provide a supportive housing Institute or Academy, as needed, to create additional capacity for new PSH units in the greater Houston/Harris County area.

4. [Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.](#)

Homeless Prevention. HCDD will fund several agencies that deliver homeless prevention assistance, which includes:

- Short-term subsidies to defray rent and utility arrearages for families that have received eviction or utility termination notices or are experiencing a hardship that may lead to homelessness,
- Security deposits and first month's rent to permit homeless families to move into their own apartment, and
- One-time mortgage payments.

Preventing homelessness, especially family homelessness, is a priority for the City and our partner, the Coalition. The Coalition assists Houston's homeless providers (many of whom are CDBG and/or ESG subrecipients) to help families implement strategies that keep them stabilized and resolve their financial issues, before being identified as "homeless". While local nonprofit and faith-

based organizations provide basic needs and rent/utility assistance that divert families at imminent risk, the Coalition's 24/7 homeless services hotline refers and connects families to providers with immediate help and mainstream resources.

As part of the planning process for community-wide coordination of Emergency Solutions Grant implementation and restructuring of the Continuum of Care funding process, the Coalition, as the Lead Agency of the Continuum of Care, is collaborating with local ESG recipients to:

- Develop a homelessness prevention eligibility tool to target those most at-risk of becoming literally homeless. The tool will be developed using HUD's ESG eligibility criteria and local data regarding characteristics common among people who are literally homeless. Depending on the level of need of potential clients, the agency initially conducting intake will either admit the person to their program or will conduct a warm hand-off to another homelessness prevention provider in the system that is skilled in meeting the person's needs for housing.
- Execute Memorandums of Understanding (MOU)s with mainstream and other homeless service providers on the behalf of the Homelessness Prevention system in order to help clients link to mainstream and homeless supportive services outside of the ESG programs. The purpose of developing agreements is to help clients easily access mainstream services that might have a cumbersome application process or lengthy waitlist. Mainstream services will include those listed in subpart E 576.400 (c), as well as the SOAR program, and locally-funded programs to assist with increasing income and improving health.

5. [Discharge Coordination Policy](#)—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

The Coalition for the Homeless of Houston/Harris County, as the Lead Agency of the Continuum of Care, along with local public funding jurisdictions and publicly funded institutions and systems of care that discharge people into homelessness will create or modify discharge plans to prevent discharging into homelessness by:

- Identifying local discharge plans or practices that are leading to homelessness,
- Engaging each system and discuss data and alternatives, and
- Utilizing data to inform broader strategic planning process.

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook

Program Year 3 Action Plan Community Development response:

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.

The 2010-2014 Consolidated Plan prioritized the following non-housing community development needs as a priority:

- Senior Services
- Community Development Centers
- Youth Services
- Health Programs

A more detailed list of priority community development needs from the 2010-2014 Consolidated Plan can be found in Figure 43: CD Priorities, HUD Table 2B.

2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

The long-term and short-term community development objectives are illustrated in the following table, *Community Development Objectives*. More information about objectives and proposed activities can be found in the *Description of Activities* section of this Plan.

**Figure 42: CD Priorities, HUD Table 2B
2010-2014 Consolidated Plan
High (H), Medium (M), Low (L)**

Public Infrastructure and Improvements	03A Senior Centers	M
	03B Handicapped Centers	H
	03C Homeless Facilities	H
	03D Youth Centers	M
	03E Neighborhood Facilities	H
	03F Parks, Recreational Facilities	M
	03H Solid Waste Disposal Improvements	
	03I Flood Drain Improvements	
	03J Water/Sewer Improvements	
	03K Street Improvements	
	03M Child Care Centers	
	03O Fire Stations/Equipment	
	03P Health Facilities	
	03Q Abused and Neglected Children Facilities	
03T Operating Costs of Homeless/AIDS Patients Programs	H	
04 Clearance and Demolition	M	
Public Services	05A Senior Services	H
	05B Handicapped Services	H
	05D Youth Services	H
	05I Crime Awareness	H
	05L Child Care Services	H
08 Relocation	H	
10 Removal of Architectural Barriers	M	
	14A Rehab; Single-Unit Residential	H
	14G Acquisition - for Rehabilitation	H
	14I Lead-Based/Lead Hazard Test/Abate	H
15 Code Enforcement	H	
16B Non-Residential Historic Preservation	L	
	18B ED Technical Assistance	L
	18C Micro-Enterprise Assistance	L

Figure 43: Community Development Goals and Objectives – (Section of HUD Table 3A)			
Specific Objective #	Strategies & Objectives	2012 Goal	5-Year Goal
SUITABLE LIVING ENVIRONMENT - Availability/Accessibility			
SL 1.1	<i>Fund projects and organizations that conduct programs that prevent juvenile delinquency – Youth Services</i>	13,050	74,150
SUITABLE LIVING ENVIRONMENT - Sustainability (Neighborhoods & Communities)			
SL 3.1	<i>Improve and/or enhance the living environment of low- and moderate-income neighborhoods and residents by rehabilitating or constructing new community spaces – Neighborhood Facilities</i>	4	20
SL 3.2	<i>Improve and/or enhance the living environment of low- and moderate-income neighborhoods and residents by improving or creating school or community-based parks - Parks</i>	7	35
SL 3.3	<i>Increase the safety and improve the quality of life of low- and moderate-income neighborhoods through dangerous building removal and code enforcement – Clearance/Code Enforcement</i>	400	2,000
SL 3.4	<i>Increase the health and safety of homes in low- and moderate-income areas by addressing exposure to lead paint – Lead-Based Paint Control Activity</i>	23,975	119,875
SUITABLE LIVING ENVIRONMENT – Sustainability (Services to the Elderly)			
SL 3.7a	<i>Improve the quality of life for elderly and extremely elderly individuals by providing access to necessities like food and transportation - Meals</i>	50	250
SL 3.7b	<i>Improve the quality of life for elderly and extremely elderly individuals by providing access to necessities like food and transportation - Transportation</i>	20,500	4,100
SUITABLE LIVING ENVIRONMENT - Increase Access to Affordable Healthcare			
SL 3.10c	<i>Increase access to affordable health care for extremely low and-low income individuals – Health Care/Services</i>	4,000	20,000
SUITABLE LIVING ENVIRONMENT - Increase Access to /Availability of Public Services			
SL 3.9	<i>Bridge the technological and educational divide in low-income areas by increasing access to literacy and computer technology- Mobile Library</i>	10,500	52,500
SL 3.13	<i>Make child care more affordable for working low- and moderate-income families – Child Care</i>	40	200
AVAILBABILITY/ACCESSIBILITY OF ECONOMIC OPPORTUNITY			
EO-1	<i>Provide access to job training and enrichment activities for developmentally disabled adults -</i>	300	1,500
AFFORDABILITY OF ECONOMIC OPPORTUNITY			
EO-2	<i>Increase access to business ownership for low- and moderate-income residents – Small Business Loans</i>	60	300
SUSTAINABILITY OF ECONOMIC OPPORTUNITY			
EO-3	<i>Increase access to business ownership for low- and moderate-income residents - Technical Assistance</i>	1,500	7,500

Antipoverty Strategy

Program Year 3 Action Plan Antipoverty Strategy response:

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Reduce the Number of Poverty Level Families. Houstonians struggle to make ends meet and few have a real safety net to prevent them from slipping into poverty. Often relying on payday loans to make ends meet, families are one mortgage payment or utility bill away from poverty. HCDD is committed to preventing poverty through its efforts to not only aid those already in poverty (such as the homeless), but by enabling individuals to own homes and build assets.

Asset building is an anti-poverty strategy that helps low-income people move toward greater self-sufficiency by accumulating savings and purchasing long-term assets. HCDD's goal is to help families avoid slipping into poverty by enabling them to create positive equity through homeownership. Homeownership is a valuable long-term asset for low- and moderate-income families creating a greater sense of security. Through Homebuyer Assistance Programs HCDD provides downpayment assistance to homebuyers that would otherwise not be able to afford to own a home.

Another way in which HCDD supports asset building is through business ownership. Through HCDD's economic development initiatives, each year approximately 200 low- and moderate-income businesses attain access to low cost loans. New business and subsequent job creation sustain and grow some of Houston's most challenged neighborhoods.

Other support services, such as affordable childcare, enable working families to continue to work and save for "rainy days." Through CDBG funding, HCDD provides childcare for eligible families through the Child Care Council of Houston. As an administrator of the Emergency Solutions Grant (ESG), HCDD has helped make financial support available to those at risk of eviction to decrease the number of families plunged into homelessness and poverty.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

Program Year 3 Action Plan Specific Objectives response:

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.

Services for Special Needs populations are provided through HCDD's Public Services Program and are financed by CDBG and HOPWA funds. The definition of Non-homeless Special Needs includes:

- Individuals that are elderly and frail elderly,
- Persons with developmental and physical disabilities,
- Persons with HIV/AIDS,
- Those suffering from mental illness,
- Persons with substance abuse problems,
- Victims of domestic abuse, and
- Veterans.

The 2010-2014 Consolidated Plan prioritized the following non-homeless special needs:

- HOPWA Housing and Rental and Utility Assistance
- Elderly Services
- Job training for the Developmentally Disabled
- Multifamily Housing
- Supportive Housing

HCDD will address housing and social services needs for special needs groups in the 2012 program year in several ways: fund accessibility improvements in public facilities, fund social service programs, and prioritize funding for multifamily housing units serving this group.

While the City cannot fund every request for facility construction or improvement, HCDD has chosen to address the issue of accessibility for the disabled. A new set-aside was added to the 2011 Annual Action Plan and will continue in PY 2012. This set-aside allocates CDBG funds to retrofit neighborhood facilities, such as shelters, making them more accessible to the physically disabled.

Figure 44: THE COALITION AND HOMELESS PERSONS WITH SPECIAL NEEDS

To address the needs of special populations, (such as the elderly, physically and mentally disabled, unaccompanied youth, and families experiencing economic difficulties, which are at the greatest risk of becoming homeless), the City supports the Coalition as coordinator of a community effort to:

- Assess homeless funding and provider service gaps and
- Convene government, nonprofit and faith-based providers to collaborate on a homeless provider indicator system that will recognize service providers who have met HEARTH performance measures for service provision. These assessments are critical to the advancement the community's plan to end homelessness as mandated by HEARTH and will serve special needs citizens by identifying the most appropriate programming for their needs.

Another activity HCDD will undertake in PY 2012 to address supportive services for non-homeless persons with special needs is to continue to financially support social service programs serving special needs populations with CDBG and HOPWA grant funds.

In addition, HCDD prioritizes funding for multifamily projects that serve homeless and non-homeless special needs groups with permanent supportive housing or temporary/transitional shelter. During PY 2012, HCDD will continue to fund several ongoing multifamily construction projects and to solicit new proposals for multifamily housing that serves special needs groups.

The specific non-homeless special needs annual objectives to address priority needs will be:

Figure 45: Non-Homeless Special Needs Goals and Objectives – (Section of HUD Table 3A)

Specific Objective #	Strategies & Objectives	2012 Goal	5-Year Goal
SUITABLE LIVING ENVIRONMENT - Sustainability (Services to Persons Affected by HIV/AIDS)			
SL 3.15	<i>Increase the number of persons living with or affected by HIV/AIDS that receive housing services and supportive services</i>	2,228	10,250
SUITABLE LIVING ENVIRONMENT – Sustainability (Services to the Elderly)			
SL 3.7a&b	<i>Improve the quality of life for elderly and extremely elderly individuals by providing access to necessities like food and transportation – Meals and Transportation</i>	4100	200

- Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

HCDD's federal funding will be used to support various non-profit programs and leverage additional funding. In addition to the specific objectives listed in this section, HCDD will use funding through the Public Facility and Improvement Program to retrofit community spaces to be more accessible to all citizens. HCDD's housing programs prioritize special needs populations to receive assistance, including seniors and persons with a disability. The Multifamily Housing Program continues to work with member organizations of the Advisory Task Force, including the Houston Center for Independent Living, to create apartment communities that are accessible to all. HCDD will continue partnerships with other area organizations that use public and private funding to serve populations with special needs including the Houston Housing Authority, Coalition for the Homeless of Houston/Harris County, METRO, HOPWA providers, the United Way of Greater Houston, and the Ryan White Planning Council.

Housing Opportunities for People with AIDS

*Please also refer to the HOPWA Table in the Needs.xls workbook.

Program Year 3 Action Plan HOPWA response:

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.

The City of Houston's HOPWA Program is administered by HCDD. The Houston Eligible Metropolitan Area (EMA) is a ten-county area in southeast Texas that consists of Austin, Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, San Jacinto, and Waller counties. A map of the EMA is located in the Appendix: Maps section of this plan. HCDD will conduct a range of housing activities through several agencies, including Tenant Based Rental Assistance, Short Term Rent/Mortgage and Utility Assistance, and Community Residences. A list of HOPWA organizations and program contacts proposed to be funded in PY 2012 is located in the Description of Activities: Public Services section of this Plan.

2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.

During PY 2011, HCDD awarded 14 agencies HOPWA funding to address the needs of persons who are not homeless but require supportive housing and of persons who are homeless. A full report of the actions taken and accomplishments provided during the program year will be reported in the 2011 CAPER.

3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.

As reported in the 2010 CAPER, HCDD succeeded in meeting HUD's targeted goal for housing stability. For the tenant-based rental assistance activity, 93% of households maintained housing stability. For the permanent housing facilities, 94% of the households maintained housing stability. For the transitional housing facilities, 83% of the households maintained housing stability. For the short-term rent, mortgage and utilities assistance activity, approximately 100% of the households would be able to maintain housing stability with additional assistance. The 2011 CAPER will evaluate the progress in the current year. To ensure that funding spent will best address community needs, HOPWA stakeholders recently agreed to make eligibility more restrictive to both tenant-based rental assistance program and Community Residences in order to serve the most vulnerable populations, by reducing the 80% AMI threshold to 50% AMI. This is a strategic change to the program.

- Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.

Figure 46: HOPWA Performance Chart (HOPWA Table from the Needs Worksheet)

	Year 3						
	Outputs Households				Funding		
	HOPWA Assistance		Non-HOPWA		HOPWA Budget	HOPWA Actual	Leveraged Non-HOPWA
	Goal	Actual	Goal	Actual			
Tenant-based Rental Assistance	396				\$2,427,395		
Short-term Rent, Mortgage and Utility payments	1,072				\$1,879,207		
Facility-based Programs							
Units in facilities supported with operating costs	318				\$1,008,707		
Units in facilities developed with capital funds and placed in service during the program year							
Units in facilities being developed with capital funding but not yet opened (show units of housing planned)							
Stewardship (developed with HOPWA but no current operation or other costs) Units of housing subject to three- or ten-year use agreements							
Adjustment for duplication of households (i.e., moving between types of housing)							
Subtotal unduplicated number of households/units of housing assisted	1,786	0	0	0	\$5,315,309	0	0
Supportive Services	Outputs Individuals						
Supportive Services in conjunction with housing activities (for households above in HOPWA or leveraged other units)	442				\$1,454,143		
	Outputs Individuals						
Housing Information Services	2,000						
Permanent Housing Placement Services							
Housing Development, Administration, and Management Services							
Resource Identification to establish, coordinate and develop housing assistance resources					\$46,206		
Project Outcomes/Program Evaluation (if approved)							
Grantee Administration (maximum 3% of total) (i.e., costs for general management, oversight, coordination, evaluation, and reporting)					\$227,188		
Project Sponsor Administration (maximum 7% of total) (i.e., costs for general management, oversight, coordination, evaluation, and reporting)					\$530,106		

- Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.

HCDD, with its partnering HOPWA agencies, will continue to pursue public and private resources to further address the needs identified in the Plan. Likely organizations to commit resources for PY 2012 will be Harris County--Ryan White Planning Council, Veterans Administration, private funds

from sponsor agencies, and resident rent payments in leased units.

6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.

The distribution among different categories of housing reflects the reported needs of the area. The Houston Area Ryan White Planning Council in collaborations with several HIV and health providers conducted a 2011 Houston Area HIV/AIDS Needs Assessment. Respondents reported the most useful and important supportive services in the Houston area are: 1) Emergency Financial Assistance, 2) Food Services, and 3) Rental Assistance. In addition, HCDD reported in the 2010 CAPER the number of households with unmet housing needs which included: 1) Tenant-Based Rental Assistance (645 households), 2) Short-Term Rent, Mortgage, and Utility payments (597), and Housing Facilities (122). A map of the proposed funded HOPWA organizations for PY 2012 is located in the Appendix: Maps section of this Plan.

7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.

According to the Houston Area 2002 Comprehensive HIV/AIDS Needs Assessment, housing was stated to be a major need and barrier among survey participants. Many of the participants affirmed that they have difficulty paying for housing, or anything other than substandard housing, due to their disabilities and limited resources. HCDD is continuing to address this concern by increasing the tenant based rental assistance in conjunction with the short-term rent, mortgage and utility assistance program to provide additional assistance for those clients whose financial needs may surpass that are provided through the STRMUA activity.

The ability to provide security deposits for clients had been stated as a concern and /or barrier for several agencies providing tenant-based rental assistance. HCDD has responded to this barrier by including Permanent Housing placement funds in the new contracts for the tenant-based rental assistance agencies.

The Houston Area Ryan White Planning Council's 2011 Houston Area HIV/AIDS Needs Assessment found that the top three barriers to HIV services in the Houston Metropolitan Area are: 1) Difficulty making and keeping appointments, 2) Long wait times, and 3) Problems with paperwork. It also found the following responses to the reasons why respondents had difficulties accessing Supportive Services: 1) Not knowing where to get the services, 2) Not knowing how to get the services, and 3) Was told they were ineligible for service.

Obtaining employment and accessing SSI and SSDI benefits has also been cited by agencies as a significant barrier for clients trying to sustain housing. The downturn in the economy coupled with clients having criminal backgrounds was cited as a major reason why clients had trouble obtaining and maintaining employment. The agencies are collaborating with the HOPWA project sponsors that provide job training and employment assistance to help more clients find employment. Furthermore, it is anticipated that the SOAR training will facilitate the agencies in accessing SSI and SSDI benefits for their HOPWA clients.

Public transportation is often a barrier for participants in rural areas. HCDD and HOPWA

stakeholders will continue to work to overcome this barrier by partnering with transportation programs in the region, including the Fort Bend Transportation Program, to increase access to services.

8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.

In the 2011 Houston Area HIV/AIDS Needs Assessment, the Houston Area Ryan White Planning Council reported: "According to the Centers for Disease Control and Prevention, the Houston Area ranks 13th in the nation among all metropolitan statistical areas for rate of new HIV cases (2009). In Texas, Harris County ranks 11th among all counties for rate of new HIV, but is 1st in the state for the number of new people diagnosed with HIV/AIDS as well as for the number of People Living With HIV/AIDS (PLWHA) (2010)". This study stated that newly diagnosed HIV rate has increased, however the rate of new AIDS cases are on the decline. In 2008, 1,903 new cases of HIV were diagnosed in the Houston Area, and of which, over half (54%) were new HIV cases (not yet progressed to AIDS). The highest rate of new infections is diagnosed within the African American community. The assessment noted that a possible increase of PLWHA were women and youth between 13 and 24 years of age. Demographic trends in the HIV positive population include rising numbers of women and their children, particularly in the African American community, youth and the developmentally disabled.

9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

There are currently no planned assessments that will be conducted on the local HOPWA program during the next year.

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 3 Specific HOPWA Objectives response:

OTHER NARRATIVE

Include any Action Plan information that was not covered by a narrative in any other section.

Affirmatively Further Fair Housing

HCDD Objectives and Fair Housing. HCDD provides services and activities in a nondiscriminatory manner and affirmatively furthers fair housing by ensuring fair and equal housing opportunities and services in each of its programs and activities. As a federally-funded grant recipient, the City of Houston is obligated not to discriminate in housing or services directly or indirectly on the basis of race, color, religion, sex, national origin, familial status, or disability. In addition, the City must comply with civil rights-related program requirements that are designed to protect each individual's right to fair housing and equal opportunity. Fair Housing and equal opportunity principles are fundamental to healthy communities, and fair housing strategies are important in HCDD's overall planning and development process, not only because it is the law but because it is the right thing to do.

Fair Housing elements are considered in all of HCDD funded activities. HCDD activities have one of the following objectives, Decent Housing, Suitable Living Environments, and Economic Opportunity. Not only do HCDD's three objectives endeavor to further fair housing, but each program and proposed activity contains actions that fundamentally expand housing choice and further fair housing.

HCDD's annual objectives identified in this Plan aim to affirmatively further fair housing by making decent housing more available, accessible, and affordable to all. HCDD's Decent Housing (DH) objective promotes fair housing choice for all persons by supporting the creation of and the rehabilitation of housing that is structurally accessible to and usable by all persons, particularly persons with disabilities. In addition, HCDD housing programs promote fair housing choice by seeking to provide assistance to eligible households that will not otherwise apply for or qualify for housing assistance.

This year's proposed activities outlined in the *Executive Summary* and the *Description of Activities* sections of this Plan address HCDD's objectives and priority needs with respect to protected

Figure 47: FEDERAL FAIR HOUSING ACT

What is protected?

Protected Classes which include:

- Race
- Color
- Religion
- Sex
- National Origin
- Disability
- Familial Status

What is prohibited?

Fair Housing laws prohibit the refusal to sell, rent, negotiate for sale or rent, or otherwise make unavailable or deny a dwelling based on a person's protected class.

What if I believe my rights have been violated?

Contact the Texas Workforce Commission Civil Rights Division toll free number – **1-888-452-4778** or HUD's Housing Discrimination Hotline – **1-800-669-9777**.

How do I receive more information about Fair Housing?

Contact HCDD's Fair Housing Office at **713-868-8461** or access resources on the HCDD website: http://www.houstontx.gov/housing/fair_housing.html

Complaint forms, handbooks, and counseling are available without charge in English and Spanish.

classes in several ways. The Single Family Home Repair Program prioritizes applications for households with disabled or elderly members. The Homebuyer Assistance Program works closely with approved Homebuyer Education Counseling Agencies and CDC's that work in predominately minority areas to promote homebuyer education and participation in the Homebuyer Assistance Program. The 2010-2014 Consolidated Plan identified a need for new multifamily rental units for disabled and elderly persons, as well as permanent supportive housing units for homeless persons (page 66, 2010-2014 Consolidated Plan). The Multifamily Housing Program prioritizes affordable housing that serves disabled, elderly, and homeless persons. The Multifamily RFP review process also favors projects that include consideration of amenities directed toward children, including after school care, playgrounds, and tutoring, as well as creating apartments that accommodate larger families. Additional consideration is also given to proposals that are located in close proximity to public transportation and exemplary schools.

Since funding is used for new construction in several programs, HCDD ensures developers are aware of new construction accessibility requirements within the Federal Fair Housing Act and Section 504 by placing information in the RFP and the appropriate contracts, as well as by reviewing the requirements in pre-proposal and post-proposal meetings. If needed, HCDD will supply technical assistance regarding the Fair Housing Act and Section 504 to development partners. HCDD also provides Section 3 information and training to developers and contractors.

Progress towards Meeting the Needs of Protected Classes. HCDD's assistance activities target minorities, disabled persons, and other protected classes to help meet the needs of these populations. The following describes measurable progress in addressing the needs of protected classes from housing assistance provided in the most recent completed program year, PY 2010. HCDD provided 217 downpayment assistance loans, of which 102 were African American recipients and 95 were recipients of Hispanic decent. Through the Single Family Home Repair Program funded by CDBG, 138 households were assisted with repairs, of which 114 were African American recipients and 12 were recipients of Hispanic decent. Also, 109 households assisted with home repairs had at least one elderly household member and 60 had at least one household member with a disability. Finally, through the Multifamily Housing Program, 25 restricted rental units became available for LMI households including families, 40 restricted units became available for seniors and 364 restricted, rental, SRO units became available for persons with very-low incomes.

Description of Geographical Areas. In PY 2012, HCDD will direct assistance to various areas throughout the City of Houston. The proposed community development programs and activities will be directed to LMI areas including areas of minority concentration. Housing assistance programs are not geographically targeted; instead, housing assistance is based on documented needs. More information about the proposed geographical distribution of activities to be carried out in PY 2012 can be found in this Plan in the section: *General Questions*.

Summary of the 2010 Analysis of Impediments. As a part of the 2010-2014 Consolidated Plan, HCDD conducted the *2010 Analysis of Impediments to Fair Housing (AI)* identifying the impediments and barriers to fair housing in Houston, Texas. The following are several of the impediments to fair housing choice from the AI that will be addressed in PY 2012:

- Impediments 1-4: Discrimination – Disability/Race/National Origin/Families with Children,

- Impediment 6: Lack of Affordable Housing,
- Impediment 8: Not In My Back Yard (NIMBY) resistance,
- Impediment 9: Affordability,
- Impediment 10: Lack of Public Transportation
- Impediment 11: Predatory Lending Practices,
- Impediment 15: Insufficient multi-lingual marketing materials, and
- Impediment 19: Lack of Income.

Activities Addressing Identified Impediments. The following illustrates how identified impediments will continue to be addressed by ongoing HCDD programming and activities:

- **Discrimination (#1-4) and Predatory Lending Practices (#11)**
 - The Homebuyer Assistance Program has an approval process for Authorized Lenders which requires participation in affirmative marketing outreach to encourage the participation of low-income and minority persons, an agreement not to discriminate, and an acknowledgement that predatory lending is not acceptable. HCDD has recently revised the Authorized Lender Policies and Procedures (ALPP) to encourage more lender participation. HCDD staff continues to hold workshops with community stakeholders to recruit lenders and encourage participation in the Homebuyer Assistance Program while educating the attendees about illegal real estate practices.
- **Lack of Affordable Housing (#6) and Affordability (#9)**
 - The Multifamily Development Program funds housing developers to construct and renovate rental housing, increasing the number of decent, affordable housing units available for low- and moderate-income households.
 - The CHDO Program funds non-profit housing developers to construct or rehabilitate single family or multifamily housing, increasing the number of decent units affordable to low- and moderate-income households.
 - The Homebuyer Assistance Program provides financial assistance to income-eligible homebuyers, lowering the cost-barrier to homeownership and making more homes affordable to low- and moderate income households.
 - The Single Family Home Repair Program provides financial assistance to existing low-income homeowners to lower the cost of short-term and long-term home maintenance, keeping homeownership affordable, and improving the housing stock.
- **Not In My Back Yard (NIMBY) resistance (#8)**
 - HCDD will endeavor to promote its programs and activities illustrating the need for and strength that affordable housing can bring to Houston's neighborhoods through providing public information and training.
- **Lack of Income (#19)**
 - The Homebuyer Assistance Program provides financial assistance to eligible low- and moderate-income households that otherwise could not afford to purchase a home due to the lack of funds for downpayment and other fees associated with a home purchase.

- HCDD's Compliance & Monitoring Division hosts assistance meetings, facilitates training, and monitors routinely for contractual compliance to ensure that contractors are adhering to Section 3 guidelines to provide job training, employment and contract opportunities to low- and very-low income residents.
- Federal Labor Standards will be monitored for all HCDD construction projects, ensuring that fair labor standards, including, but not limited to the Davis-Bacon prevailing wage rates, are applied where required.

Figure 48: ATF FAIR HOUSING SUBCOMMITTEE

In November 2011 HCDD's Advisory Task Force (ATF) created a Subcommittee on Fair Housing. This subcommittee will meet monthly to manage a timeline of activities to address Fair Housing in the City of Houston. This Subcommittee will help HCDD review all the items needed to help reach the goal of affirmatively furthering fair housing, from developing training materials to review of the HCDD Fair Housing website [<http://www.houston.tx.gov/housing/fairhousing.html>] to other items involved in this thorough process. This Subcommittee will ensure citizen participation and transparency.

PY 2012 Actions to Overcome Impediments. In

addition to addressing the identified impediments listed in the AI through HCDD's ongoing programming and activities as listed above, HCDD will carry out the following strategies and actions in PY 2012 to overcome identified impediments:

- HCDD will raise visibility of fair housing issues to combat discrimination of protected classes (#1-4) by:
 - Seeking passage of a Resolution in support of Fair Housing month by City Council
Outcome: 1 approved resolution
 - Conducting Fair Housing workshops twice a year.
Outcome: 2 workshops
 - Ensuring that all new senior City staff, including managers and attorneys, receives Fair Housing training.
Outcome: Develop training materials to establish City-wide training
 - Answering calls from the public about landlord and tenant relations and fair housing issues.
Outcome: Respond to 1,200 calls
 - Implementing a "testing program" for Fair Housing violations
Outcome: Perform research for potential "testing program"
- HCDD will increase access to and the number of affordable units (#6 and 9) by
 - Assisting homeowners with downpayment assistance and assisting developers with funding for construction or rehabilitation of affordable units.
Outcome: Assist 215 households with down payment assistance loans and create 200 units of rental housing for LMI households
- HCDD will proactively address NIMBY-ism (#8) by
 - Developing an anti-NIMBYism action plan that will coordinate with federal and local Fair Housing groups and the ATF.
Outcome: Perform research for anti-NIMBYism action plan, which may include conducting community-based focus groups and reviews of best practices
- HCDD will provide greater multi-lingual marketing efforts (#15) by

- Updating Fair Housing materials, which may include creating a video about fair housing in different languages and updating the website.
Outcome: Create more user friendly, multi-lingual Fair Housing materials
Outcome: Develop a Limited English Proficiency (LEP) policy or procedures to ensure that materials are translated or translators are available
Outcome: Design a Fair Housing Q&A pamphlet for the general public to be posted in Library Branches, Multi-Service Centers and distributed at community meetings and Public Hearings.

Funds to Address Fair Housing

In PY 2012, HCDD will continue to fund the salary for a full time employee in HCDD's Fair Housing Section which focuses on educating the public about matters involving landlord and tenant relations and fair housing issues. General administrative funds will also be used to fund other HCDD employees that assist with Fair Housing activities which include: updating fair housing materials, analyzing data from the Fair Housing Call Center, providing support to the ATF and the Fair Housing Subcommittee, monitoring for Section 3 and Labor Standards requirements, and distributing information about the benefits of affordable housing in Houston and its neighborhoods. In addition, HCDD allocated \$150,000 in PY 2012 funding to assist with Fair Housing activities which may include workshops for City staff, HCDD partners, and community stakeholders.

APPENDIX

Grant Applications

Application for Federal Assistance

		2. Date Submitted	Applicant Identifier CDBG – B12-MC-48-0018
1. Type of Submission: Application: Non-Construction Pre application:	3. Date Received by State		State Application Identifier TX-W-20100430-0003-50
	4. Date Received by Federal Agency		Federal Identifier
5. Applicant Information			
Legal Name City of Houston DUNS #832431985		Organizational Unit Housing and Community Development Department	
Address 601 Sawyer P. O. Box 1562 Houston, TX 77251		Contact Neal Rackleff, Interim Director 713-868-8305	
6. Employer Identification Number (EIN): 746001164		7. Type of Applicant: Municipal	
8. Type of Application: Type: New		9. Name of Federal Agency: U.S. Department of Housing and Urban Development	
10. Catalog of Federal Domestic Assistance Number: Catalog Number: 14.218 Assistance Title: Community Development Block Grant		11. Descriptive Title of Applicant's Project:	
12. Areas Affected by Project: City of Houston			
13. Proposed Project:		14. Congressional Districts of:	
Start Date 07/01/12	End Date 06/30/13	a. Applicant	b. Project
15. Estimated Funding:		16. Is Application Subject to Review by State Executive Order 12372 Process? Review Status: Program not covered	
a. Federal	\$ 24,227,493		
b. Applicant	\$0		
c. State	\$0		
d. Local	\$0	17. Is the Applicant Delinquent of Any Federal Debt? No	
e. Other	Prior Years Funding \$0		
f. Program Income	\$ 466,878		
g. Total	\$24,694,371		
18. To the best of my knowledge and belief, all data in this application/pre application are true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is awarded.			
a. Typed Name of Authorized Representative Annise D. Parker		b. Title Mayor	c. Telephone Number (832) 393-1011
d. Signature of Authorized Representative			e. Date Signed

Attest/Seal:

City Secretary

Countersigned:

City Controller

DATE OF COUNTERSIGNATURE: _____, 2012

APPROVED:

Interim Director
Housing and Community Development Department

APPROVED AS TO FORM:

Assistant City Attorney

Application for Federal Assistance

		2. Date Submitted	Applicant Identifier HOME – M12-MC-48-0206	
2. Type of Submission: Application: Non-Construction Pre application:		3. Date Received by State	State Application Identifier TX-W-20100430-0003-50	
		4. Date Received by Federal Agency	Federal Identifier	
5. Applicant Information				
Legal Name City of Houston DUNS #832431985			Organizational Unit Housing and Community Development Department	
Address 601 Sawyer P. O. Box 1562 Houston, TX 77251			Contact Neal Rackleff, Interim Director 713-868-8305	
6. Employer Identification Number (EIN): 746001164			7. Type of Applicant: Municipal	
8. Type of Application: Type: New			9. Name of Federal Agency: U.S. Department of Housing and Urban Development	
10. Catalog of Federal Domestic Assistance Number: Catalog Number: 14.239 Assistance Title: HOME Investment Partnerships			11. Descriptive Title of Applicant's Project: Multifamily rehabilitation and construction	
12. Areas Affected by Project:				
13. Proposed Project:			14. Congressional Districts of:	
Start Date 07/01/12	End Date 06/30/13	c. Applicant		d. Project
15. Estimated Funding:			16. Is Application Subject to Review by State Executive Order 12372 Process? Review Status: Program not covered	
h. Federal \$ 7,855,880				
i. Applicant \$0				
j. State \$0				
k. Local \$0			17. Is the Applicant Delinquent of Any Federal Debt? No	
l. Other Prior Years Funding \$0				
m. Program Income \$ 163,379				
n. Total \$8,019,259				
18. To the best of my knowledge and belief, all data in this application/pre application are true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is awarded.				
e. Typed Name of Authorized Representative Annise D. Parker			f. Title Mayor	g. Telephone Number (832) 393-1011
h. Signature of Authorized Representative				e. Date Signed

Attest/Seal:

City Secretary

Countersigned:

City Controller

DATE OF COUNTERSIGNATURE: _____, 2012

APPROVED:

Interim Director
Housing and Community Development Department

APPROVED AS TO FORM:

Assistant City Attorney

Application for Federal Assistance

		2. Date Submitted	Applicant Identifier HOPWA – TXH12-F004	
3. Type of Submission: Application: Non-Construction Pre application:		3. Date Received by State	State Application Identifier TX-W-20100430-0003-50	
		4. Date Received by Federal Agency	Federal Identifier	
5. Applicant Information				
Legal Name City of Houston DUNS #832431985			Organizational Unit Housing and Community Development Department	
Address 601 Sawyer P. O. Box 1562 Houston, TX 77251			Contact Neal Rackleff, Interim Director 713-868-8305	
6. Employer Identification Number (EIN): 746001164			7. Type of Applicant: Municipal	
8. Type of Application: Type: New			9. Name of Federal Agency: U.S. Department of Housing and Urban Development	
10. Catalog of Federal Domestic Assistance Number: Catalog Number: 14.241 Assistance Title: Housing Opportunities for Persons with AIDS			11. Descriptive Title of Applicant's Project: Housing services, homelessness prevention for individuals and families affected by AIDS and HIV.	
12. Areas Affected by Project: Cities of Houston, Pasadena and Baytown; Counties of Austin, Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, San Jacinto, and Waller				
13. Proposed Project:			14. Congressional Districts of:	
Start Date 07/01/12	End Date 06/30/13	e. Applicant		f. Project
15. Estimated Funding:			16. Is Application Subject to Review by State Executive Order 12372 Process? Review Status: Program not covered	
o. Federal		\$ 7,572,952		
p. Applicant		\$0		
q. State		\$0		
r. Local		\$0		
s. Other		Prior Years Funding \$0		
t. Program Income		\$0		
u. Total		\$7,572,952		
17. Is the Applicant Delinquent of Any Federal Debt? No				
18. To the best of my knowledge and belief, all data in this application/pre application are true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is awarded.				
i. Typed Name of Authorized Representative Annise D. Parker		j. Title Mayor	k. Telephone Number (832) 393-1011	
l. Signature of Authorized Representative			e. Date Signed	

Attest/Seal:

City Secretary

Countersigned:

City Controller

DATE OF COUNTERSIGNATURE: _____, 2012

APPROVED:

Interim Director
Housing and Community Development Department

APPROVED AS TO FORM:

Assistant City Attorney

Application for Federal Assistance

		2. Date Submitted	Applicant Identifier ESG – S12-MC48-0003	
4. Type of Submission: Application: Non-Construction Pre application:	3. Date Received by State		State Application Identifier TX-W-20100430-0003-50	
	4. Date Received by Federal Agency		Federal Identifier	
5. Applicant Information				
Legal Name City of Houston DUNS #832431985			Organizational Unit Housing and Community Development Department	
Address 601 Sawyer P. O. Box 1562 Houston, TX 77251			Contact Neal Rackleff, Interim Director 713-868-8305	
6. Employer Identification Number (EIN): 746001164			7. Type of Applicant: Municipal	
8. Type of Application: Type: New			9. Name of Federal Agency: U.S. Department of Housing and Urban Development	
10. Catalog of Federal Domestic Assistance Number: Catalog Number: 14.231 Assistance Title: Emergency Solutions Grant			11. Descriptive Title of Applicant's Project:	
12. Areas Affected by Project: City of Houston and Harris County				
13. Proposed Project:			14. Congressional Districts of:	
Start Date 07/01/12	End Date 06/30/13	g. Applicant		h. Project
15. Estimated Funding:			16. Is Application Subject to Review by State Executive Order 12372 Process? Review Status: Program not covered	
v. Federal		\$ 2,367,794		
w. Applicant		\$0		
x. State		\$0		
y. Local		\$0		
z. Other	Prior Years Funding	\$0	17. Is the Applicant Delinquent of Any Federal Debt? No	
aa. Program Income		\$0		
bb. Total		\$2,367,794		
18. To the best of my knowledge and belief, all data in this application/pre application are true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is awarded.				
m. Typed Name of Authorized Representative Annise D. Parker		n. Title Mayor		o. Telephone Number (832) 393-1011
p. Signature of Authorized Representative				e. Date Signed

Attest/Seal:

Attest/Seal:

City Secretary

Countersigned:

City Controller

DATE OF COUNTERSIGNATURE: _____, 2012

APPROVED:

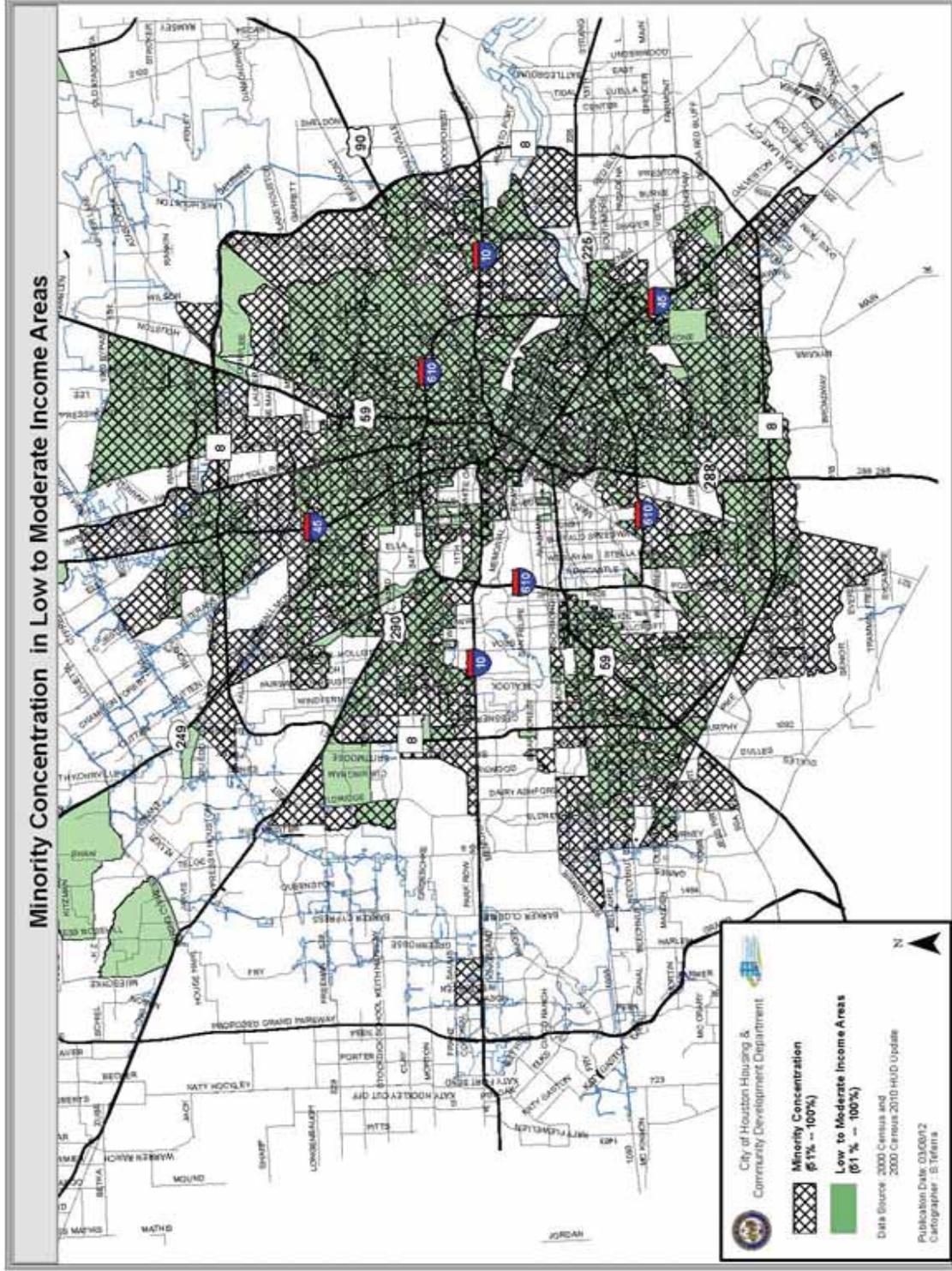
Interim Director
Housing and Community Development Department

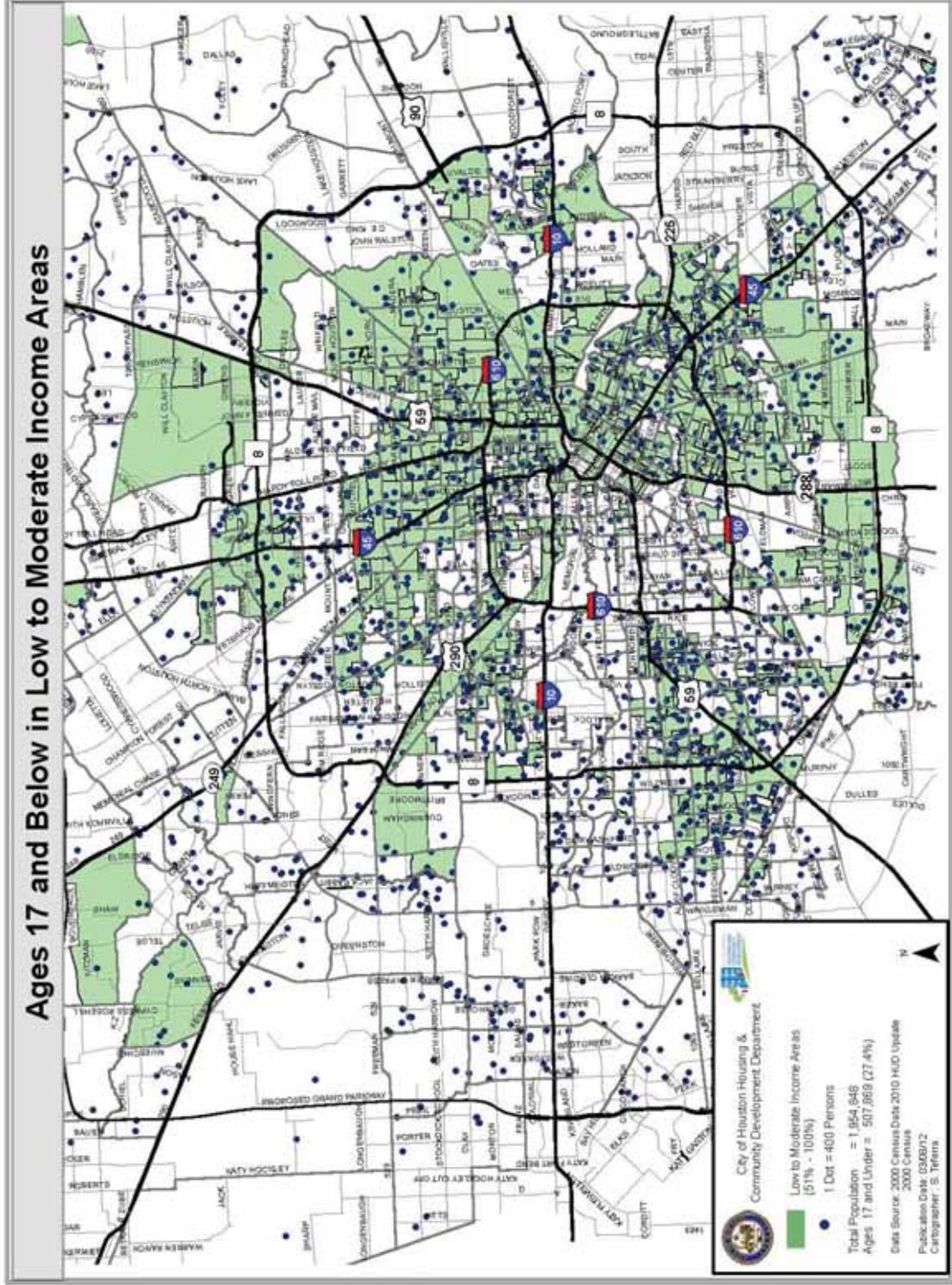
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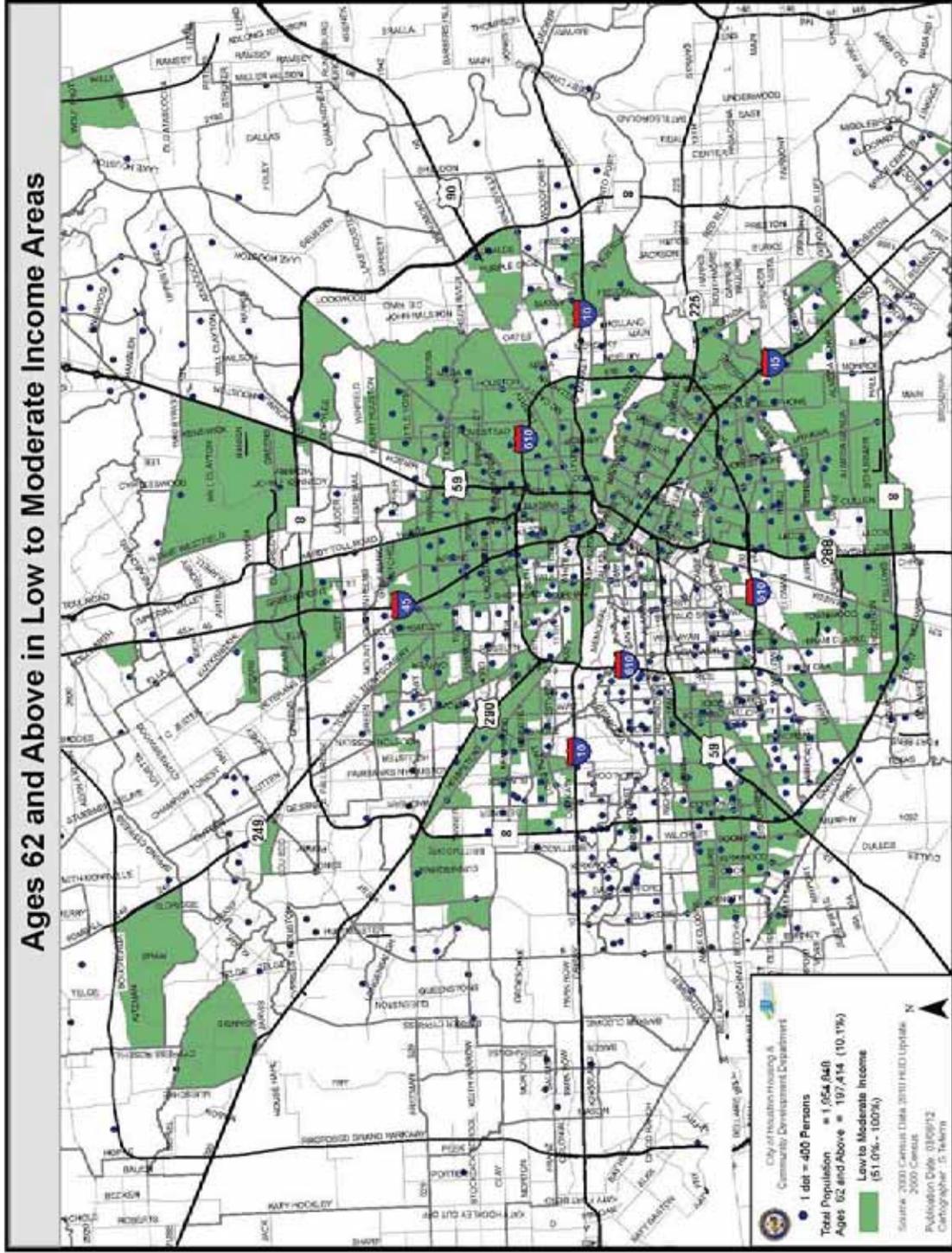
Assistant City Attorney

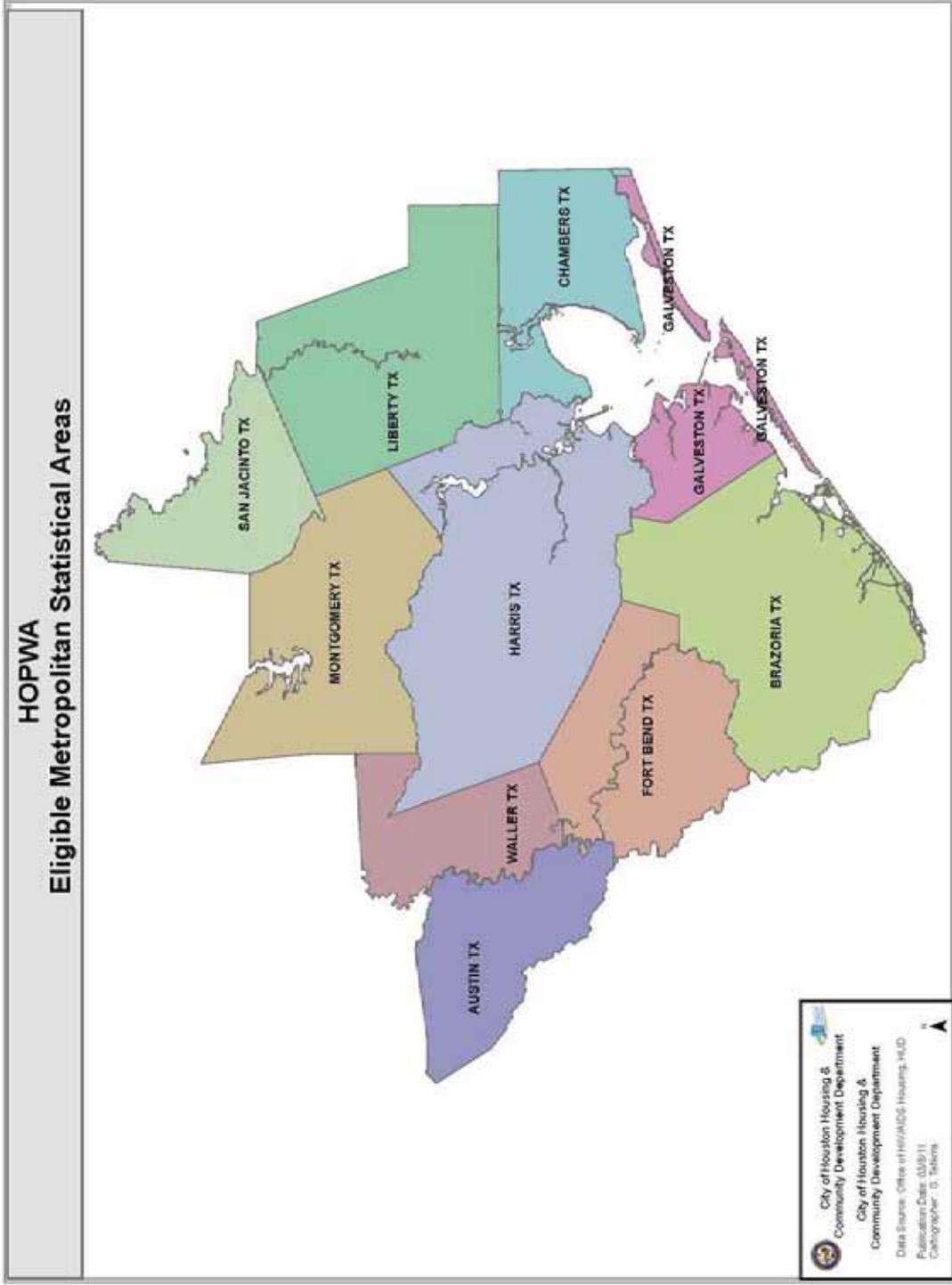
Maps

1. LMI Areas and Areas of Minority Concentration
2. Ages 17 and Below in LMI areas
3. Ages 62 and Above in LMI areas
4. HOPWA Eligible Metropolitan Statistical Areas
5. 2012 City of Houston Council Districts
6. City of Houston, Super Neighborhoods
7. Map of Code Enforcement Areas
8. Map of Public Services funded
9. Map of Public Facility Projects
10. Map of Multifamily Projects





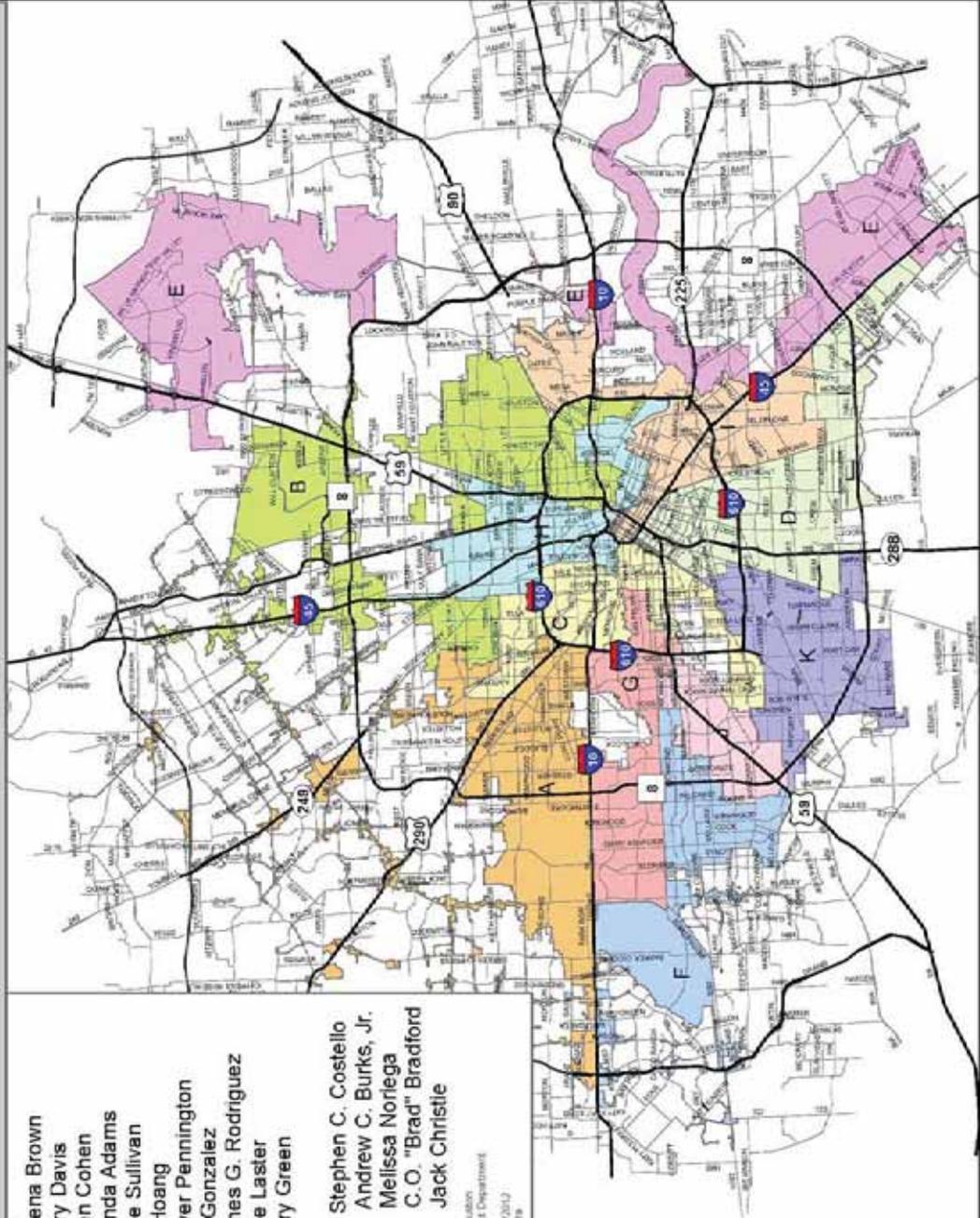


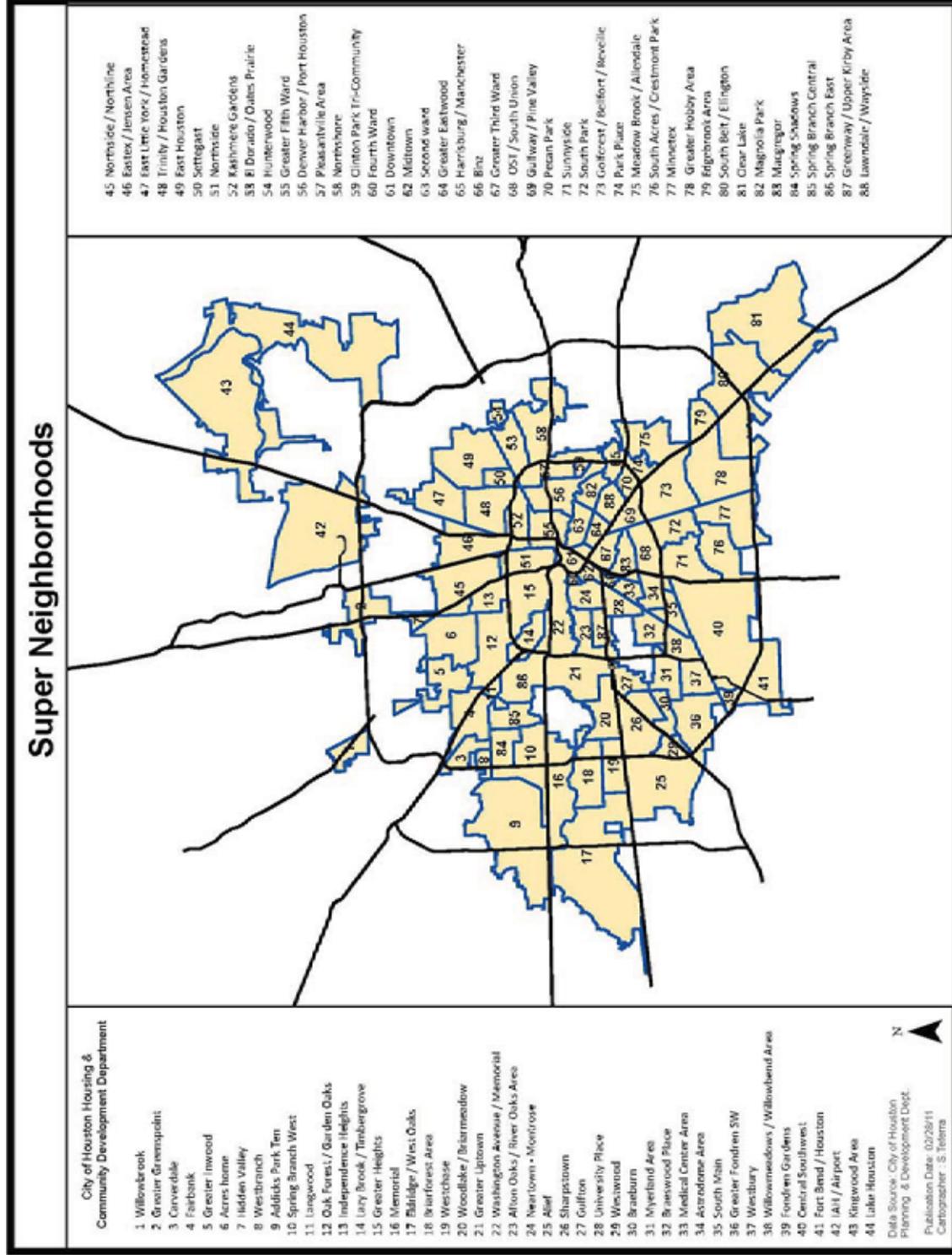


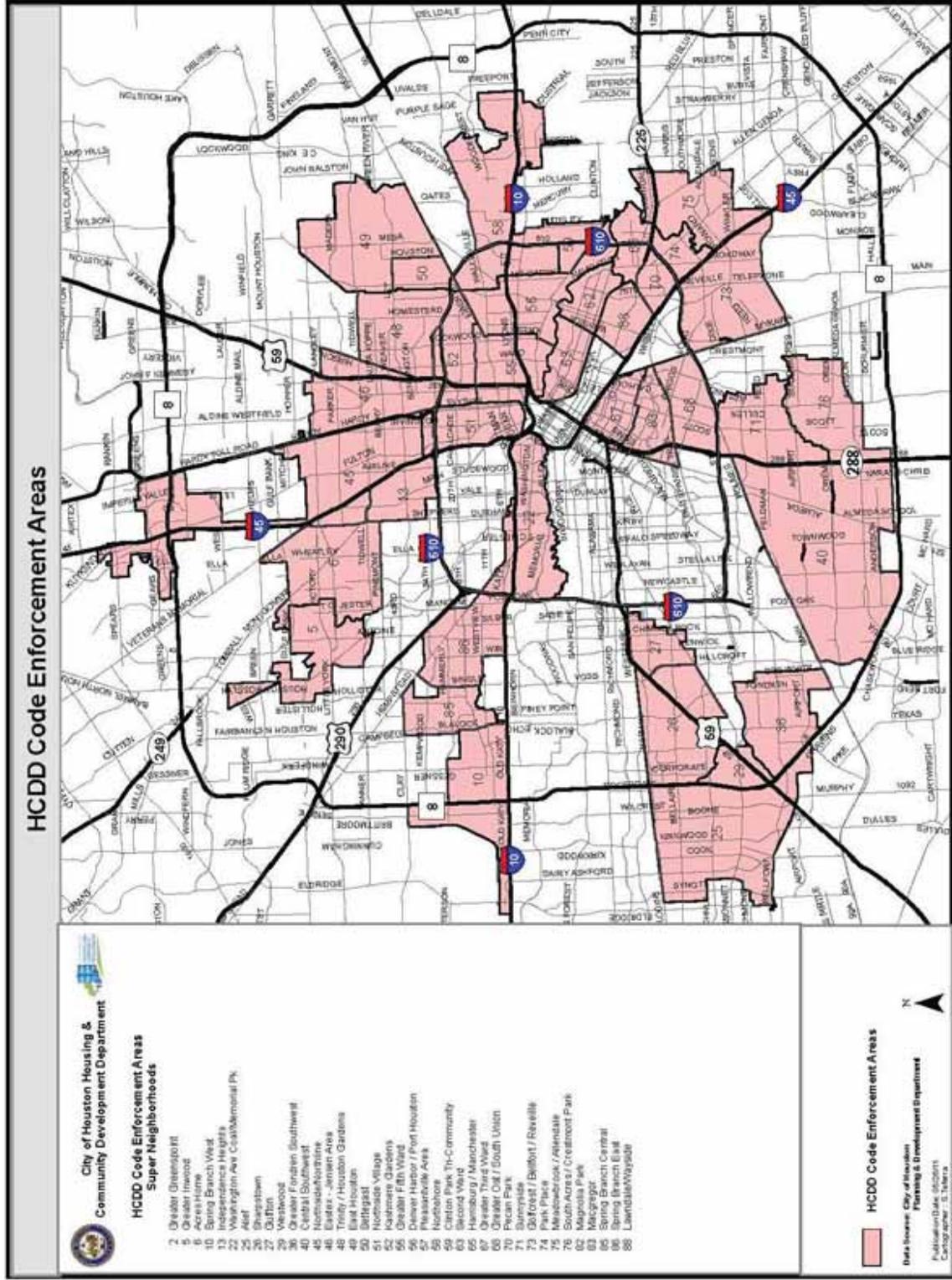
City of Houston Council Districts 2012

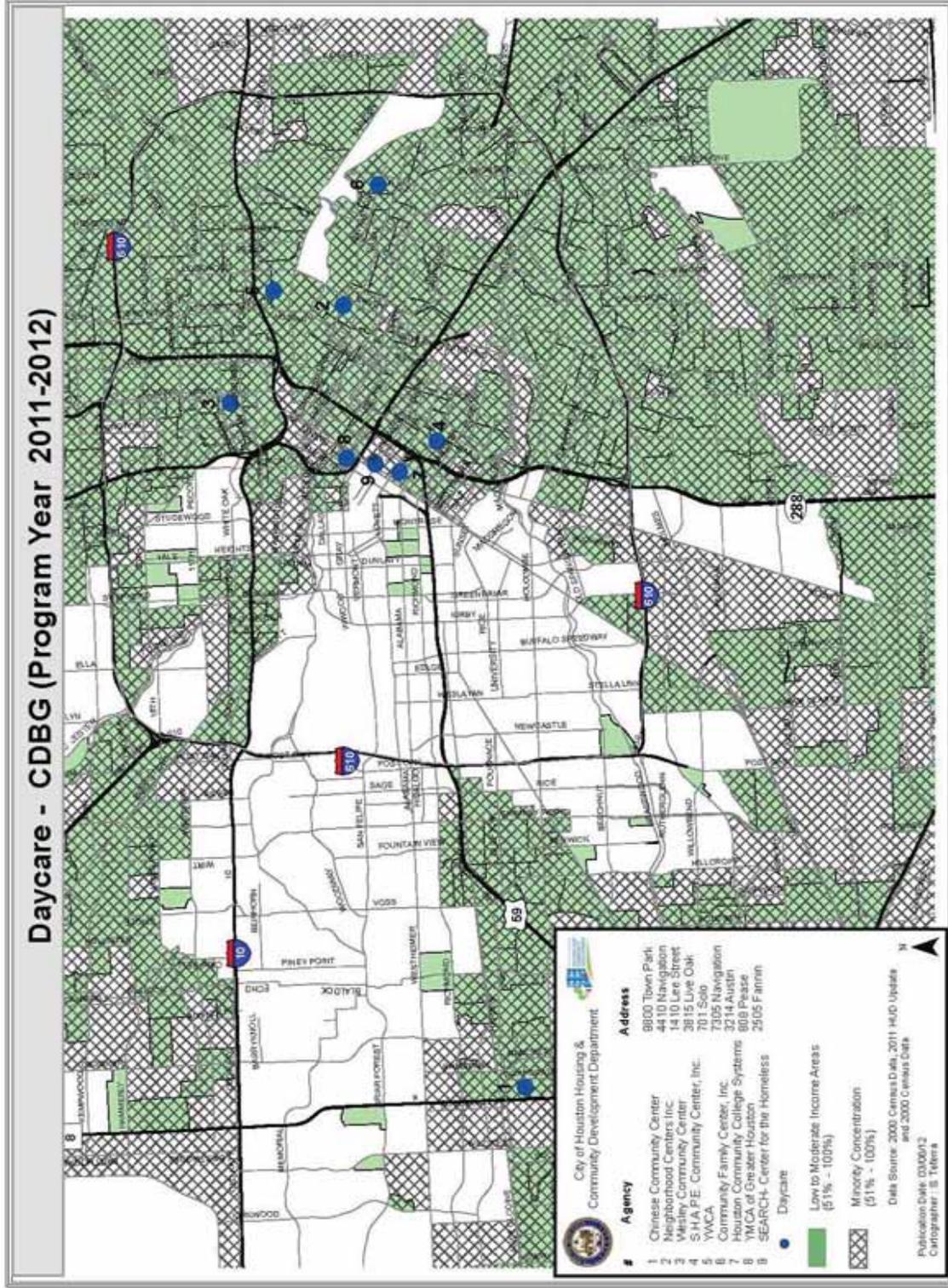
- A Helena Brown
 - B Jerry Davis
 - C Ellen Cohen
 - D Wanda Adams
 - E Mike Sullivan
 - F Al Hoang
 - G Oliver Pennington
 - H Ed Gonzalez
 - I James G. Rodriguez
 - J Mike Laster
 - K Larry Green
- At Large 1 Stephen C. Costello
 At Large 2 Andrew C. Burks, Jr.
 At Large 3 Melissa Noriega
 At Large 4 C.O. "Brad" Bradford
 At Large 5 Jack Christie

Data Source: City of Houston
 Planning & Development Department
 Publication Date: 03/01/2012
 Cartographer: S. Teters

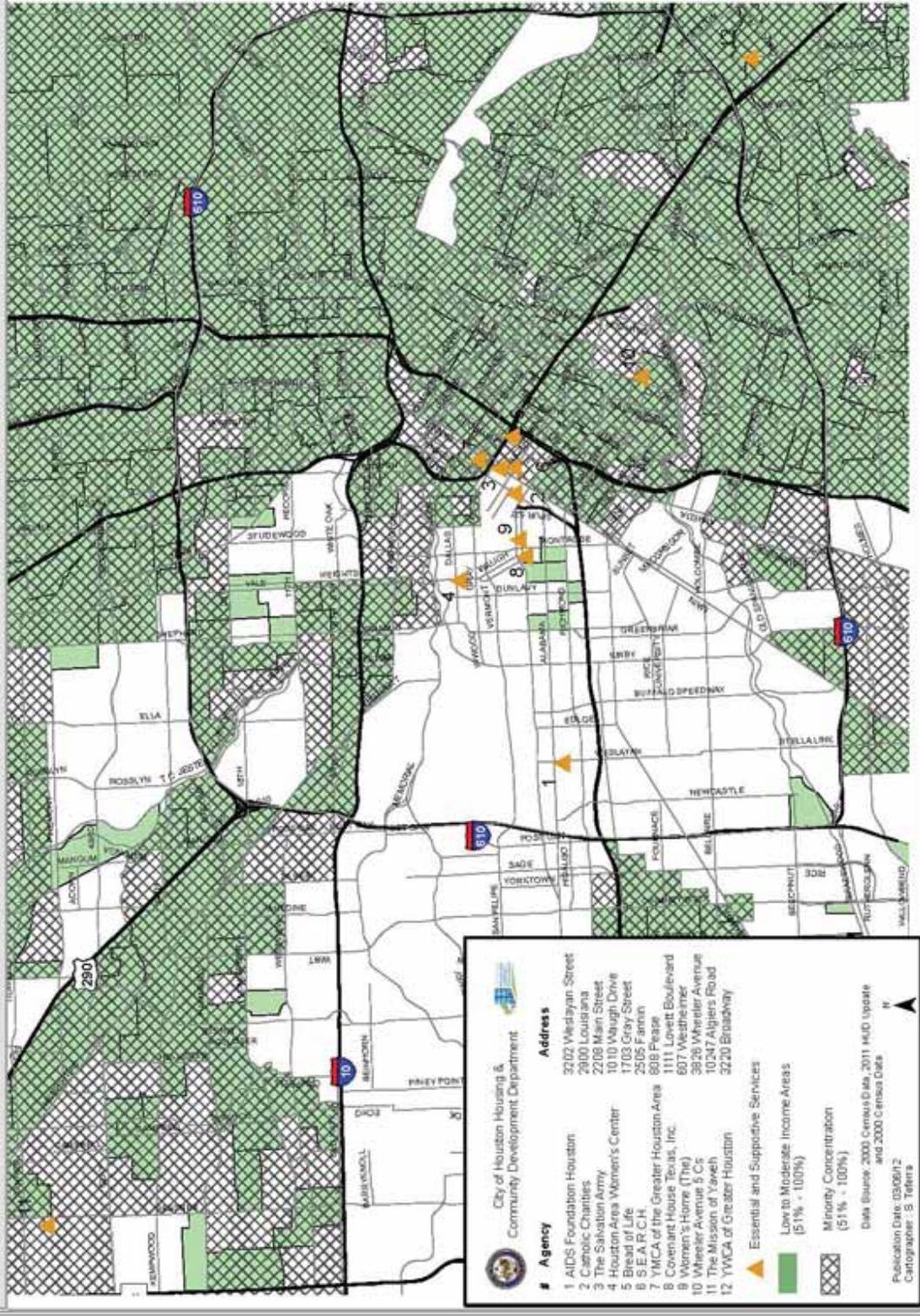


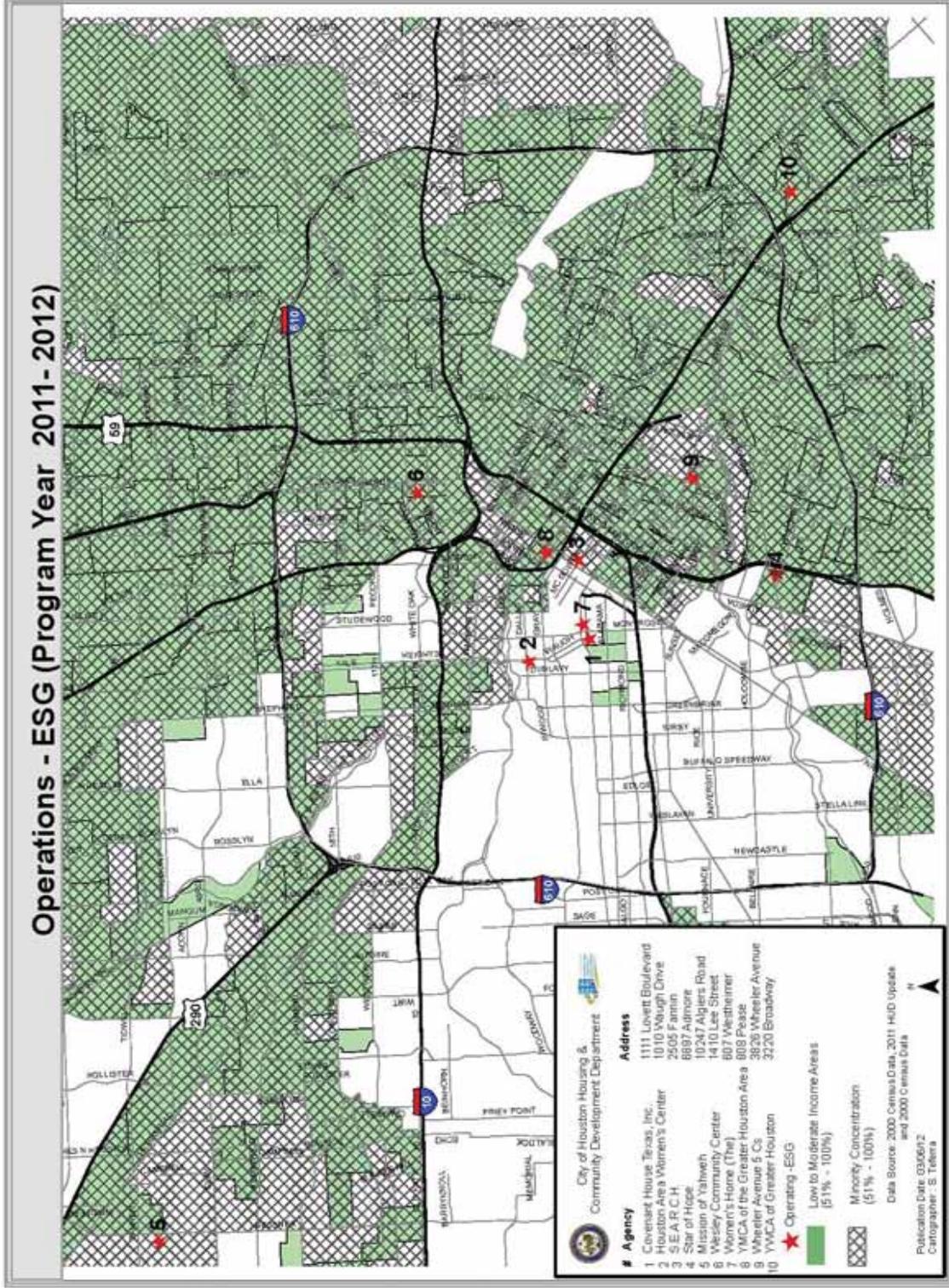


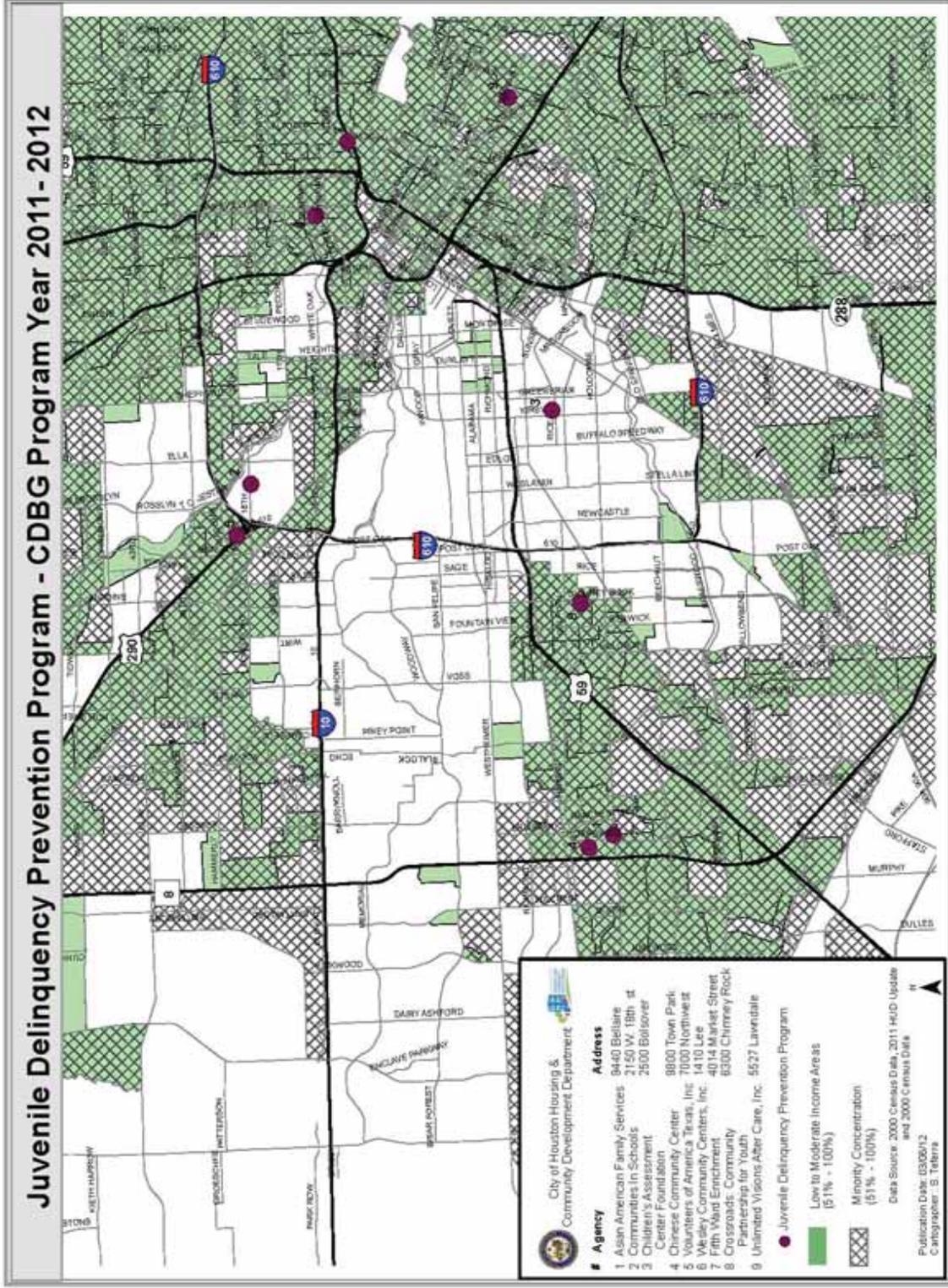


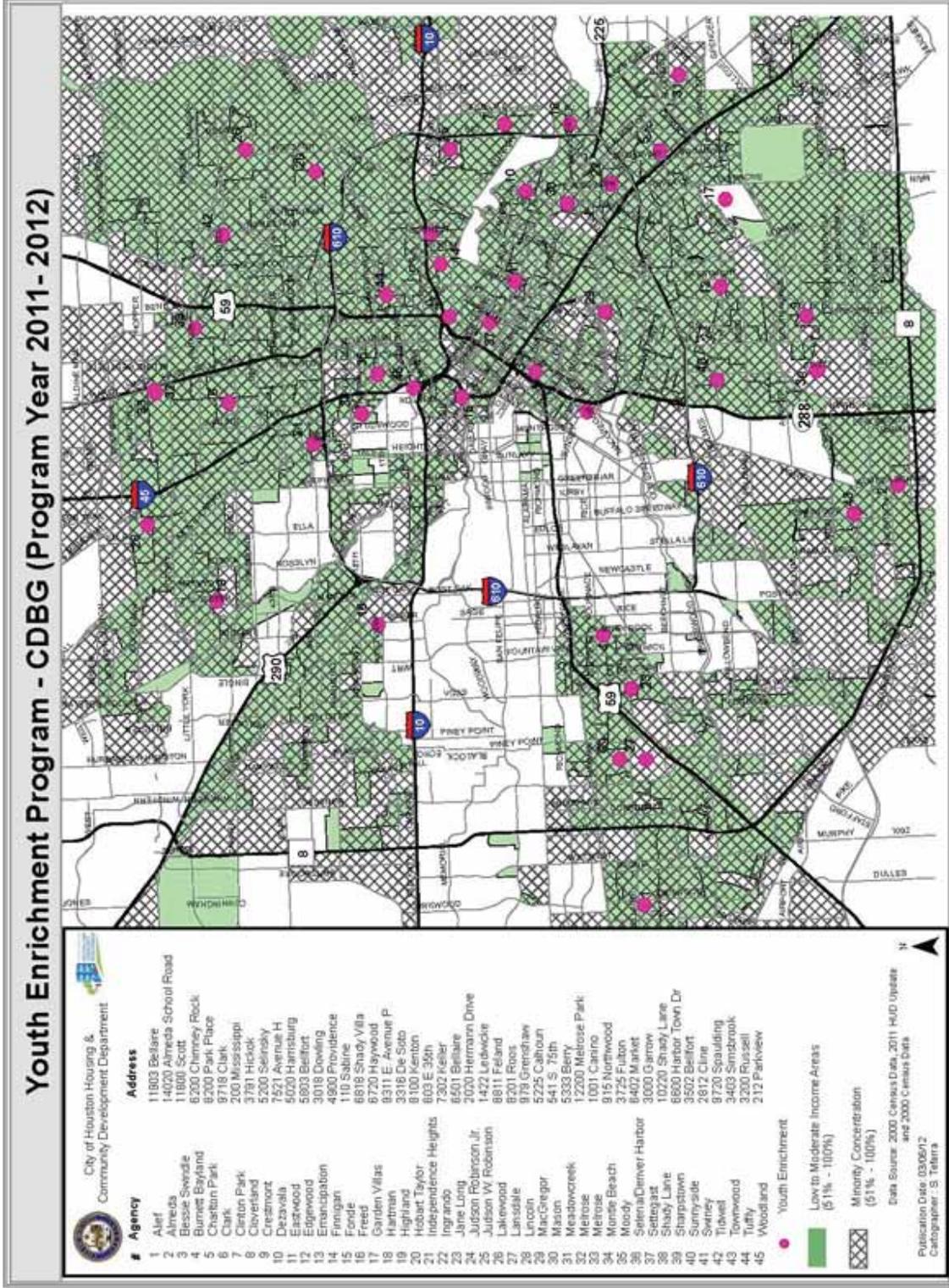


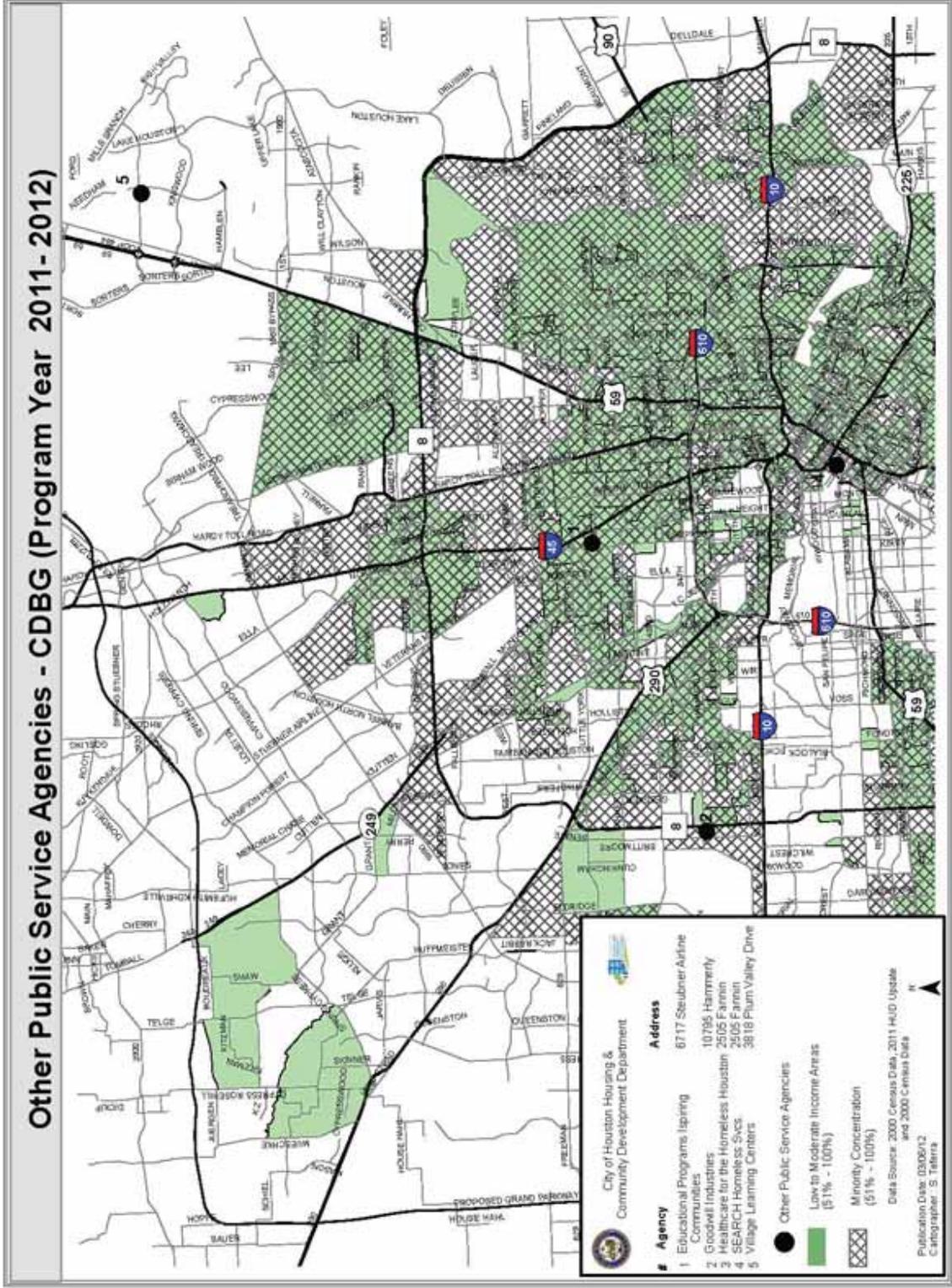
Essential and Supportive Services - ESG (Program Year 2011 - 2012)

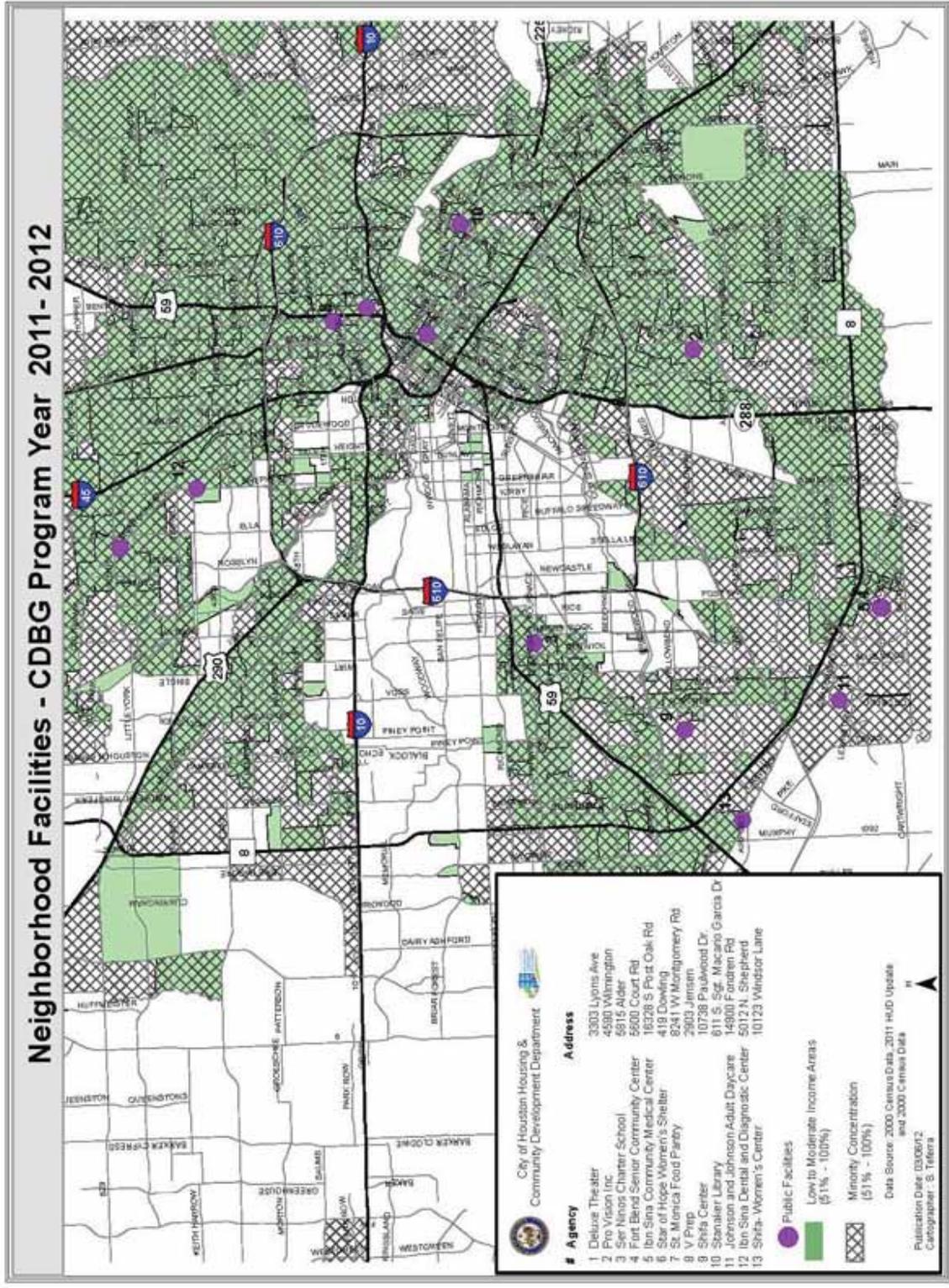


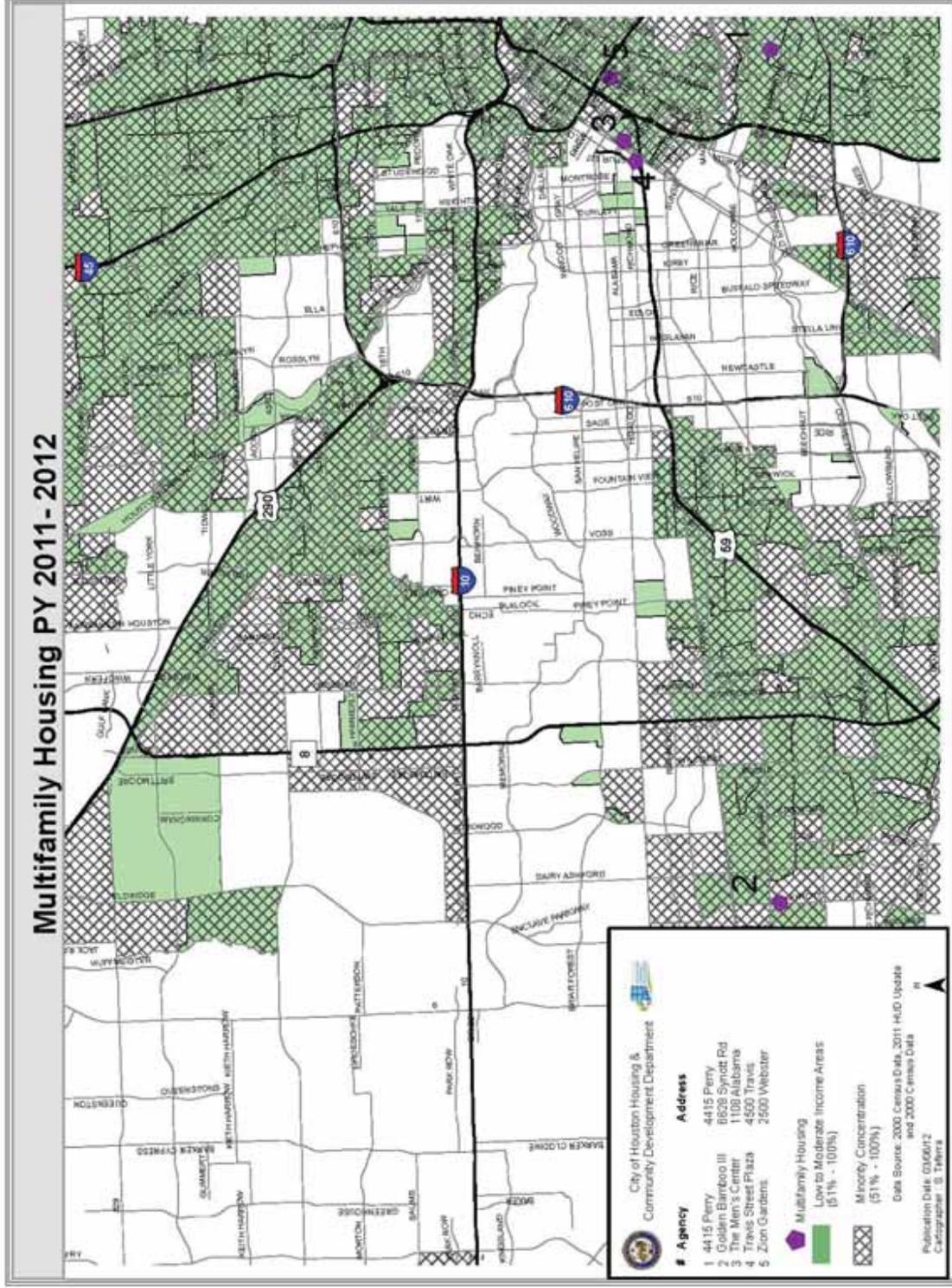












Public Hearing and Public Outreach Materials

**MILLIONS OF DOLLARS OF
FEDERAL FUNDS WERE SPENT
ON YOU. SHARE YOUR THOUGHTS.**

**PLEASE JOIN THE HOUSING AND COMMUNITY
DEVELOPMENT DEPARTMENT (HCDD) FOR THE FALL
PUBLIC HEARINGS WHERE WE WILL REVIEW OUTCOMES
AND HIGHLIGHTS FROM THE 2010 CONSOLIDATED PLAN.**

Tuesday, November 1
7:00-9:00 pm
**SOUTHWEST
MULTI-SERVICE CENTER**
6400 High Star
Houston, TX 77074

Thursday, November 3
7:00-9:00 pm
CITY HALL ANNEX
900 Bagby
Houston, TX 77002

For public transportation use
METRO: Hillcroft Transit Center

For public transportation use
METRO: 6, 18, 36, 40, 50

Tell us your community's greatest needs!

The Consolidated Plan process guides HCDD's allocation of federal funds which provide the following services to low- and moderate-income Houstonians: affordable housing, single-family home repair, community development, neighborhood facility improvement, and programs serving youth, the homeless, persons living with AIDS, and people with special needs. We welcome your input to determine how well these federal funds were spent in your community. There are three ways to let your voice be heard:

- 1 Present your comments at a hearing. Attend either public hearing and add your name to the speaker's list.**
- 2 Send an email to: andrea.jones@houstontx.gov**
- 3 Write a letter to: HCDD, 601 Sawyer, 4th Floor, Houston, TX 77007
Attn: Andrea Jones, Public Hearing Coordinator**

View HCDD's Consolidated Annual Performance and Evaluation Report (CAPER) at the following locations:

- online at www.houstonhousing.org
- Main Public Library, 500 McKinney, Houston, TX 77002
- HCDD – 601 Sawyer, 4th Floor, Houston, TX 77007



For questions or more information, call
Andrea Jones at 713-869-8300.



**MILLONES EN FONDOS
FEDERALES HAN SIDO GASTADOS
EN USTED. COMPARTA SUS IDEAS.**

**POR FAVOR UNASE AL DEPARTAMENTO DE VIVIENDA Y
DESARROLLO DE LA COMUNIDAD (HCDD) PARA LAS AUDIENCIAS
PUBLICAS DEL OTOÑO DONDE REVISAREMOS RESULTADOS Y
PUNTOS CULMINANTES DEL PLAN CONSOLIDADO DEL 2010.**

Martes, Noviembre 1
7:00-9:00 pm
**SOUTHWEST
MULTI-SERVICE CENTER**
6400 High Star
Houston, TX 77074

Jueves, Noviembre 3
7:00-9:00 pm
CITY HALL ANNEX
900 Bagby
Houston, TX 77002

Para transportación pública utilice
METRO: Hillcroft Transit Center

Para transportación pública utilice
METRO: 6, 18, 36, 40, 50

**¡Díganos cuales son las necesidades
mayores de su comunidad!**

El proceso del Plan Consolidado guía la asignación de fondos federales de HCDD que proporcionan los siguientes servicios a personas de ingresos bajos o moderados: vivienda económica, reparación de casa unifamiliar, desarrollo comunitario, mejora de las instalaciones en los vecindarios y programas que sirven a la juventud, desamparados, personas con SIDA y las personas con necesidades especiales. Agradecemos su opinión para determinar que tan efectivamente estos fondos federales han sido gastados en su comunidad. Hay tres formas de hacer escuchar su voz:

- 1** Presente sus comentarios en una audiencia. Asista a la audiencia pública y agregue su nombre a la lista de oradores.
- 2** Envíe un correo electrónico a: andrea.jones@houstontx.gov
- 3** Escriba una carta a: HCDD, 601 Sawyer, 4th Floor, Houston, TX 77007
Attn: Andrea Jones, Public Hearing Coordinator

Vea el Informe Consolidado Anual de Evaluación y Rendimiento de HCDD (CAPER por sus siglas en Ingles) en el siguiente sitio:

- En línea a www.houstonhousing.org
- La Biblioteca Pública Principal: 500 McKinney, Houston, TX 77002
- HCDD – 601 Sawyer, 4th Floor, Houston, TX 77007



Para preguntas o más información, llame a
Jorge Cavazos al 713-668-8300.





Fall Community Meeting
A Review of Outcomes & Highlights from the 2010 Consolidated Plan
November 1st - Southwest Multi-Service Center
November 3rd – City Hall Annex

THE PURPOSE OF THIS PUBLIC HEARING

The purpose of the Public Hearing is to provide information on Entitlement Grant activities/projects and the outcomes and highlights of the 2010 Consolidated and Action Plans.

At this Public Hearing:

- HCDD will present highlights and outcomes,
- Allow community feedback on such outcomes,
- Present an update of the 2011 Plan.

What is the CAPER?

The Consolidated Annual Performance and Evaluation Report (CAPER) is the City of Houston's annual report card to the Department of Housing and Urban Development (HUD). It documents the City's overall performance in meeting its stated goals listed in the Consolidated Plans and Annual Action Plans.

Housing & Community Development Funding Priorities

- Affordable Housing
- Homelessness & Supportive Services
- Economic Development

2010 HUD Entitlement Grant Allocations	
GRANTS	AMOUNT
Community Development Block Grant (CDBG)	\$35,779,922
HOME Investment Partnerships Program (HOME)	\$14,366,375
Emergency Shelter Grant (ESG)	\$1,329,099
Housing Opportunities for Persons With AIDS (HOPWA)	\$7,793,944
TOTAL	\$59,269,340

HUD Grant Activities	
Community Development Block Grant (CDBG) 2010 Funded Activities	
Housing Assistance Program	\$7,342,797
Public Services	\$5,731,295
Planning	\$133,415
Economic Development	\$2,398,430
Clearance and Code Enforcement	\$4,483,000
Program Administration	\$6,654,031
Public Facilities and Improvements	\$9,036,954
Total	\$35,779,922

HUD Grant Activities	
HOME Investment Partnerships (HOME) 2010 Funded Activities	
Single Family Down payment Assistance/Closing Cost Assistance/New-existing Homes	\$5,382,611
Multi-family Acquisition/Rehab/New Construction/Relocation	\$6,890,323
Community Housing Development Organization Operation (CHDO)	\$300,000
HOME Program Delivery Costs	\$400,000
HOME Program Administration	\$1,393,441
Total	\$14,366,375

HUD Grant Activities	
Emergency Shelter Grants (ESG) 2010 Funded Activities	
Essential Services	\$398,729
Operations	\$465,187
Homeless Prevention	\$398,729
ESG Administration	\$66,454
Total	\$1,329,099

HUD Grant Activities	
Housing Opportunities for Persons with AIDS (HOPWA) 2010 Funded Activities	
Operating Costs	\$1,411,131
Technical Assistance	\$15,504
Supportive Services	\$2,183,491
Tenant-Based Rental Assistance	\$1,800,000
Short-Term Rent, Mortgage, and Utility Subsidies	\$1,950,000
HOPWA Administration	\$233,818
Sponsor Administration	\$200,000
Total	\$7,793,944

HUD Entitlement Grant Activities

SO, HOW DID WE DO?

2010 HIGHLIGHTS & OUTCOMES				
Activity /Funding Source	Outcome Indicators	2010	2010	2010
		Program Goals	Program Actuals	Percent to Goal
Down payment Assistance / HOME	Homebuyers Assisted	215	114	53.02%
Homeowner Rehabilitation / CDBG	Units Rehabbed	301	181	60.13%
Removal of Slums and Blight/ CDBG	Number of buildings cleared	560	4,142	739.64%
Homeless Prevention/Services ESG	Number Of Individuals Receiving Shelter/Assistance	11,500	11,076	91.00%
Supportive Services/Elderly / CDBG	Clients Receiving Transportation/Meal Services	4,100	4,070	99.27%
Supportive Services/Youth / CDBG	Youth Assisted	14,830	19,300	130.34%
Supportive Services/HIV/ HOPWA	Clients Assisted	1,966	1,240	61.69%
Multi-family Acquisition/ New Construction/Rehab/HOME	Units	250	429	171.60%

Data current as of the 2010 CAPER submitted to HUD October 2011.

2010 HIGHLIGHTS & OUTCOMES				
Activity /Funding Source	Outcome Indicators	2010	2010	2010
		Program Goals	Program Actuals	Percent to Goal
Access of Affordable Healthcare – Clinics	Clients Receiving Services	5,800	5,657	97.53%
Small Business Assistance / CDBG	New And Current Business Owners Assisted	1,500	1,500	100%
Job Training & Enrichment Activities for developmentally disabled adults	Number of disabled adults Assisted	300	385	128.33%
Parks Improvements	Number Of Parks Constructed	9	0	0%
Mobile Library	Number Of Public Facilities Improved - Libraries	10,500	10,512	100.11%
Community Centers	Number Of Public Facilities Constructed/Rehabilitated	15	1	6.67%
Housing/HOPWA	Clients Assisted	1,918	1,518	80.19%

Data current as of the 2010 CAPER submitted to HUD October 2011.

3/8/2012

Single Family



Single Family Home Repair **Down Payment Assistance**

Multi-family



Multi-Family 172 unit Development

Public Services

- Funding Sources
 - ESG
 - CDBG
 - HOPWA
- Populations Served
 - Special Needs
 - People Living with HIV/AIDS
 - Elderly
 - Youth
 - Children
 - Homeless



Public Services



Youth Enrichment & Afterschool Programs
Parks & Recreation Department

2012 Action Plan Schedule
(Tentative)

November 2011	Hold Fall Hearings
January - March 2012	Solicit Input And Funding Requests
March 2012	Hold Spring Hearings To Discuss Draft Of Entire 2011 Plan
April 2012	Plan Reviewed By City Council Committees And The Mayor
April 2012	Comment Period Ends
May 2012	HCDD Responds To Citizen Comments As Necessary
May 2012	Plan Completed And Submitted To HUD For Approval
July 2012	HUD Approves Plan
October 2012	HUD Funds Released For Approved Projects

3/8/2012



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Appendix: Public Comments Received

**The City of Houston
Housing and Community Development Department
Public Hearing on Accomplishments & Outcomes of the 2010 Annual Action Plan**

Synopsis & Summary of Public Comments

The Housing and Community Development Department (HCDD) held two Public Hearings to highlight the accomplishments and outcomes of the 2010 Annual Action Plan. The first hearing was held on Tuesday, November 1, 2011 at the Southwest Multi-Service Center from 7:00 p.m. to 9:00 p.m. and the second hearing was held on Thursday, November 3, 2011 at the City Hall Annex Council Chambers from 7:00 p.m. to 9:00 p.m. Both public hearing venues were easily accessible using METRO, the City's public transportation system, and handicapped accessible. Translators were on hand to assist in communicating with our Non-English speaking citizens, and captioning services was made available for the hearing impaired.

The Public Hearing was brought to order by James Noteware, Director of HCDD, who opened the hearing with Welcoming Remarks and acknowledgement of Elected Official or their representatives. Next on the Agenda was Veronica Chapa-Jones, Deputy Director of HCDD, who provided background information on the City's Consolidated Annual Performance Evaluation Report (CAPER). Following Deputy Director Jones was Stephen Tinnermon, Deputy Director of HCDD on November 1st and Christon Butler, Deputy Assistant Director of HCDD on November 3rd. Both presenters provided information on the 2010 Entitlement Grant Allocations for the Community Development Block Grant, HOME Investment Partnership Grant, Housing Opportunities for Persons With AIDS, and Emergency Shelter Grant apportioned by the U.S Department of Housing and Urban Development (HUD). Director Noteware walked through the 2010 Departmental Accomplishments highlighting programs and projects that have exceeded their service goals and/or reached completion and provided updates on projects that are still ongoing. The Hearing was opened for Public Comment by Deputy Director Chapa-Jones, who served as the Public Hearing Officer.

The Public Hearing attendees received an Agenda, the department's Public Hearing Guidelines, and a copy of the PowerPoint Presentation.

There were a total of 61 citizens who attended both public hearings, and 30 citizens signed in to provide comments on the City's progress. The following is a summary of the public comments presented at the hearings.

- 1) The first commenter congratulated the department on exceeding its Job Training program goal of serving 300 individuals and is very proud that their program contributed to the department's success. The commenter requested that the department consider increasing the goal for the 2012 Annual Action Plan, stating that the need for services within the Disabled community far exceeds the stated goal in the 2010 Annual Action Plan.

- 2) The second commenter requested for the organizations that receive funding do a better job of informing the community about assistance. They would like to see more visibility about funding opportunities, and transparency on the process, including a complaint process. The commenter also requested that more funding be allocated to programs for youth, senior citizens, and persons with disabilities.
- 3) The third commenter requested more funding for youth and senior services.
- 4) The fourth commenter asked that the department assist with cleaning up schools, especially schools with gang problems.
- 5) The fifth commenter requested that the department pay more attention to parks – particularly recreational parks – for the youth and elderly.
- 6) The sixth commenter suggested the department consider providing internet access for low income homes so children would be able to use the internet for educational purposes. The internet also is good for job training. Right now the cost is \$52 a month; not much, but a big deal when trying to raise a family.
- 7) The seventh commenter requested information on the City's Downpayment Assistance Program.
- 8) The eighth commenter stated that it is a difficult time for government, and that the department ought to enter into contracts with organizations and agencies with proven track records of delivering projects on a timely basis and use federal fund wisely. The commenter has submitted an 84 unit Senior Housing project for funding consideration. To date, J.P. Morgan Chase and the Federal Home Loan program have committed almost \$900,000 to the project. The commenter requested a soft commitment from the City of up to \$2.5 million which would make possible the leveraging of additional funding from the Houston Endowment, the Brown Foundation, and similar philanthropic organizations.
- 9) The ninth commenter stated that attending the meeting helped him realize the importance of citizen input and asked the department to promote its public hearings more in the community so people can attend.
- 10) The tenth commenter wanted to express her appreciation for the department's assistance in securing \$3 million of federal funding from the Healthy Home Lead Hazard Reduction Competitive Grant Program, administered by HUD. The City's commitment to continue protecting communities and children from lead poisoning made a huge impact on the City's application for funding.
- 11) The eleventh commenter asked the department to consider constructing a youth center at South Main Estates Park. The community has an active gang problem and drug problem at the schools. The youth center would offer GED classes and senior citizens programs for area residents. The commenter has been trying to secure funding for the youth center since 2005. The proposed project comes with the following attributes: the site is located in

- the HUD approved Target Zone 27; located in the new District K City Council District; donation of 19 acres of land from the Houston Parks Board valued at \$2,375,000.
- 12) The twelfth commenter expressed their support for the comments made by the eighth commenter regarding the 84 unit Senior Housing project. Stating that the proposed project addresses the needs highlighted in the five year Consolidated Plan for more affordable housing.
 - 13) The thirteenth commenter thanked the department for assisting families with achieving the dream of homeownership through the Downpayment Assistance Program. Home ownership helps stabilize neighborhoods and improves appearance. The commenter requested a meeting with the Director to discuss how the Downpayment Assistance Program will be funded and the areas in Houston targeted for assistance.
 - 14) The fourteenth commenter stated that the citizens need the City to do a better job next year with meeting its Home Repair goal. For 2010 the City achieved only 60 percent of its goal. The commenter recognized that the City is making strides to improve and enhance its ability to reach the public it serves but more needs to be done.
 - 15) The fifteenth commenter appreciates the growing working relationship with the department in administering the HOPWA program. The commenter's agency provides permanent supportive housing services for both HIV positive and disabled persons. The agency is also able to assist people with mental health issues, chronic substance abuse issues – right now they are currently serving 270 – 280 households. The agency was able to secure additional federal funds to provide more assistance due in part to its productive relationship with the department.
 - 16) The sixteenth commenter spoke of how important it is to receive community input on programmatic funding and plans. To that end the commenter worked with their clients to complete the department's Community Needs Surveys so we can be sure to provide services that are in line with the community greatest needs.
 - 17) The seventeenth commenter proposed working with the department to develop and implement a more board tenant-based rental assistance program. A program such as this would assist people who are at risk of becoming homeless for economic related issues. The program would be similar to the HOPWA TBRA and STRMA program, the difference being that it will provide assistance to persons who do not qualify for HOPWA.
 - 18) The eighteenth commenter spoke of the challenges that come with not having adequate support dollars to complement TBRA and STRMA programs. The commenter asked the department to find ways to address this issue by including support dollars into the HOPWA budget.
 - 19) The nineteenth commenter represented the Houston Center for Independent Living (HCIL) – an organization that advocates for the needs of the disabled. HCIL recommends for the department to include the following services in its 2012 Annual Action Plan – Tenant-based rental and mortgage assistance for 12 to 24 months for people with disabilities;

funding for rental and mortgage payment assistance and for payment of utility bills and security deposits. Services provided with HOPWA monies and for vocational training and placement for people with disabilities should be provided on a cross disability basis. The department should allocate funding for accessibility of homeless shelters receiving city assistance to provide alternative housing for people with disabilities that would be denied access. Allocation of funding for visitability enhancements to new homes purchased with city home buyer assistance funds and to permit the City of Houston Fair Housing Office to enforce the Fair Housing Act.

- 20) The twentieth commenter thinks the biggest challenge is there not being enough supportive services dollars to complement resource service dollars such as rent and utility assistance. The department must find a way to meet this challenge.
- 21) The twenty-first commenter highlighted the job training and enrichment activities for developmentally disabled adults and asked the department to increase the goal of assisting 300 individuals and families. The commenter believes the goal is too low and must be increased to better meets the needs of over 75,000 persons with disabilities.
- 22) The twenty-second commenter asked the department keep its commitment to assist with the economic development projects and rehabilitation of older multifamily units in their community. The commenter also requested a commitment for more parks and a community center.
- 23) The twenty-third commenter reiterated the previous commenter's request for economic development, multifamily rehabilitation, parks, and community center.
- 24) The twenty-fourth commenter recommended the City's Library Branches remain open until 7 or 8 pm for the community to utilize for public meetings. A second recommendation was made to form a Youth Support Network for at-risk children. The support could be in the form of mentoring, financial, and tutoring; the Youth Support Network would be similar to Youth Build where dropouts are being taught skills by general contractors while earning their GED.
- 25) The twenty-fifth commenter highlighted a study conducted on her neighborhood illustrating an increase in the number of residents living in poverty. The study is proof of why the Catholic Charities senior housing project is needed to help long term neighborhood residents remain in the neighborhood when property increase leading to gentrification. The commenter also asked the department to increase the funding of supportive services in the HOPWA budget to assist HACS in its services to clients.

Appendix: Glossary

Acquisition: Obtaining real property, following state and federal regulatory requirements, for the purpose of preparing a proposed, eligible city activity.

Affordable Housing: Affordable housing is generally defined as housing where the occupant is paying no more than 30% of their gross income for housing costs.

AI: Analysis of Impediments to Fair Housing.

Allocation: Funds set aside for a particular approved activity.

Area of Minority Concentration: Any neighborhood in which the percentage of households in a particular racial or ethnic minority group is at least 10 percentage points higher than the percentage of that minority group for the MSA.

Area of Low-Income Concentration: A census tract where over 51% of the population consists of households with incomes below 80%.

ARRA: American Recovery and Reinvestment Act.

ATF: The Advisory Task Force is a group of citizens that meets bi-monthly with the HCDD Director and staff to discuss various topics regarding the Consolidated Plan and Action Plans.

CAPER: Consolidated Annual Evaluation Report.

CDBG (Community Development Block Grant): An annual grant of federal dollars to the City of Houston from the U.S. Department of Housing and Urban Development. The funds are spent on activities that benefit low- and moderate-income persons, eliminate slum and blight, or address an urgent need.

CDBG-DR: Community Development Block Grant Disaster Recovery.

CDBG-R: Community Development Block Grant Recovery funds authorized under ARRA.

CHDO (Community and Housing Development Organization): A type of nonprofit housing provider that must receive a minimum of 15% of all Federal HOME Investment Partnership Grant. The primary difference between CHDO and other nonprofits is the level of low-income resident participation on the Board of Directors.

Consolidated Plan: Developed by the City with input from citizens and community groups, the Consolidated Plan serves four functions: 1) it is a planning document for the community, built upon public participation and input; 2) it is the application for funds under HUD's formula grant programs (CDBG, HOME, ESG, and HOPWA); 3) it lays out local priorities; and 4) it lays out a 5 year strategy the City will follow in implementing HUD programs.

Continuum of Care: A comprehensive system for moving individuals and families from homelessness to permanent housing by providing services (e.g. job training, counseling, budget counseling, education, etc.)

Cost Burden: The extent to which gross housing costs, including utility income, exceed 30% of gross income, based on available data from the U. S. Census Bureau.

Demolition: The act of removing a structure, or component of a structure, in order to prepare a project site for an eligible activity. Waste materials from the demolition are discarded in an appropriate landfill.

Elderly: A person who is at least 62 years of age. For the purposes of some HTC projects, the age of 55 years old may be applied.

Emergency Shelter: Any facility with overnight sleeping accommodations, the primary purpose of which is to provide temporary shelter for the homeless in general or for specific populations of the homeless.

ESG (Emergency Solutions Grant): HUD provides funds to improve the quality of emergency shelter, to help make available emergency shelter, and to help meet operating costs and costs of essential social services to homeless individuals.

Extremely Low-Income Family: A Family whose income is between 0% and 30% of the median income for the area, as determined by HUD.

FEMA (Federal Emergency Management Agency): Administers funds to local emergency service organization for responses to emergency situations.

FHAST: Fair Housing Activity Statement - Texas

Frail Elderly: An elderly person (62+) who is unable to perform at least three activities of daily living, such as eating, dressing, bathing, grooming, or household management.

FY (Fiscal Year): The City of Houston budget calendar year whereby all accounting transactions commence and complete.

GIS: Geographic Information System

HAP: HCDD's Homebuyer Assistance Program

HCDD: City of Houston's Housing and Community Development Department.

HHSP: HCDD was awarded a one-time grant in February 2010 from the Texas Legislature for the Homeless Housing and Services Program.

HOME (HOME Investment Partnership Grant): An annual grant from the U.S. Department of Housing and Urban Development that provides funds for affordable housing projects/programs.

HPRP: Homeless Prevention and Rapid Re-Housing Program was a direct federal award to the City under ARRA.

HOPWA: Housing Opportunities for Person with AIDS Grant

HTC (Housing Tax Credit): See LIHTC below

HUD: U. S. Department of Housing and Urban Development.

IDIS: Integrated Disbursement information System

Jurisdiction: A state or unit of general local government.

Lead-Based Paint Hazard: Any condition that causes exposure to lead form lead-contaminated dust, soil, or paint that is deteriorated or present in accessible surfaces, friction surfaces, or impact surfaces that would result in adverse human health effects.

LIHTC (Low Income Housing Tax Credits): A way of obtaining financing to develop low-income housing.

Government programs provide dollar-for-dollar credit toward taxes owed by the housing owner. These tax credits can be sold, or used to back up bonds that are sold, to obtain financing to develop the housing.

Low- and Moderate-Income: Households whose income is below 80% of the area median income.

MSA: Metropolitan Statistical Area.

NSP: Neighborhood Stabilization Program Grant was established by the U.S. Department of Housing and Urban Development to stabilize communities that have suffered from foreclosures and abandonment. NSP1 was authorized in 2008; NSP2 was authorized in 2009, and NSP3 was authorized in 2010.

PJ: Participating Jurisdiction.

Restricted Units: Rental units restricted to households with an annual income below a certain amount.

SFHRP: HCDD's Single Family Housing Repair Program.

TDHCA (Texas Department of Housing and Community Affairs): State agency that receives and administers federal funding for all the major HUD sponsored grants.

TIRZ: Tax Increment Reinvestment Zone.



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