2019
ANNUAL ACTION PLAN

Housing and Community Development Department
Tom McCasland, Interim Director

July 1, 2018 - June 30, 2019

CITY OF HOUSTON
HOUSING AND COMMUNITY DEVELOPMENT

2019 ANNUAL ACTION PLAN

CITY OF HOUSTON

SYLVESTER TURNER, MAYOR

HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT

TOM MCCASLAND, DIRECTOR

AMENDMENT #2 AUGUST 2020

THIS DOCUMENT IS SUBJECT TO CHANGE PENDING HUD APPROVAL

MAYOR

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Table of Contents

EXECUTIVE SUMMARY **1**

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b) 1
PR-05 Lead & Responsible Agencies - 91.200(b) 6
AP-10 Consultation – 91.100, 91.200(b), 91.215(l) 7
AP-12 Participation – 91.105, 91.200(c) 14

EXPECTED RESOURCES **20**

AP-15 Expected Resources – 91.200(c) (1,2) 20

ANNUAL GOALS AND OBJECTIVES **26**

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e) 26

PROJECTS **28**

AP-35 Projects – 91.220(d) 28

PROJECTS **30**

AP-38 Project Summary 30
AP-50 Geographic Distribution - 91.220(f) 63

AFFORDABLE HOUSING **65**

AP-55 Affordable Housing - 91.220(g) 65
AP-60 Public Housing - 91.200(h) 66
AP-65 Homeless and Other Special Needs Activities - 91.200(i) 69
AP-70 HOPWA Goals 74
AP-75 Barriers to affordable housing - 91.220(j) 75
AP-85 Other Actions 78

PROGRAM SPECIFIC REQUIREMENTS **84**

AP-90 Program Specific Requirements - 91.220(l)(1,2,4) 84

APPENDICES **91**

Appendix # 1: Affirmatively Further Fair Housing 92
Appendix # 2: Maps 107
Appendix # 3: Grant Applications – SF-424s 100
Appendix # 4: Certifications 128
Appendix # 5: ESG Guidelines 137
Appendix # 6: Public Hearing Notices 160
Appendix # 7: Public Comment Summaries 209
Appendix # 8: Written Comments and Responses 218
Appendix # 8: Language Assistance Plan 224
Appendix # 9: Citizen Participation Plan 246

List of Tables

Table 1 – 2015-2020 Consolidated Plan Goals and Accomplishments to Date 3
Table 2 – Responsible Agencies 6
Table 3 – Agencies, groups, organizations who participated 10
Table 4 – Other local / regional / federal planning efforts 12
Table 5 – Citizen Participation Outreach 15
Table 6 – Expected Resources – Priority Table 20
Table 7 – Goals Summary 26
Table 8 – Goal Descriptions 27
Table 9 – Project Information 28
Table 10 – Project Summary 30
Table 11 - Geographic Distribution 64
Table 12 - One Year Goals for Affordable Housing by Support Requirement 65
Table 13 - One Year Goals for Affordable Housing by Support Type 65
Table 14 - HOPWA Goals 74
Table 15 – CDBG Program Income 84
Table 16 – CDBG Requirements 84

Executive Summary

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

Overview. The 2019 Annual Action Plan (Plan) represents the fifth year of the 2015-2019 Consolidated Plan (Con Plan) approved by the U.S. Department of Housing and Urban Development (HUD) on July 22, 2015. 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) 2020/ HCDD's Program Year (PY) 2019 (July 1, 2019 - June 30, 2020). There are four sources of federal program funds, including any special allocations like for an emergency like coronavirus, in this application

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

According to HUD, the primary objectives of the entitlement funds are to increase the availability/accessibility, affordability, and sustainability of 1) decent housing, 2) suitable living environments, and 3) economic opportunity for low- and moderate-income Houstonians. As in the past several approved Consolidated Plans, the 2015-2019 Consolidated Plan funding priorities are divided into four categories designed to benefit low- and moderate-income Houstonians

- Affordable housing
- Supportive services
- Public improvements and infrastructure
- Economic development

The objectives of the 2015-2019 Con Plan are to

- Improve housing opportunities by creating and preserving decent, safe, affordable rental and homeowner housing
- Expand sustainable homeownership opportunities for low- and moderate-income families
- Meet the needs of persons with HIV/AIDS and their families, through the provision of housing, health, and support services
- Reduce homelessness by assisting individuals and families stabilize in permanent housing after experiencing a housing crisis or homelessness, by providing appropriate housing and supportive service solutions
- Enhance quality of life for residents by ensuring access to appropriate services
- Strengthen neighborhoods by investing in infrastructure, enforcement of safety codes, and public facilities that maximize impact by providing access to services
- Enhance the City's economic stability and prosperity by investing in opportunities for job readiness and increasing the number of jobs and/or availability of goods and services
- Promote and ensure fair access to housing for all residents

Since Hurricane Harvey struck the Houston region in August 2017, the City has been providing disaster recovery assistance to its residents. HCDD conducted an in depth local housing needs assessment in Houston, which revealed a wide-scale residential impact of the storm on both renters and owners as well as people of color, seniors and people with disabilities. The storm also caused an increase in homelessness in Houston. While the City has begun the roll-out of home assistance programs for disaster recovery, it is making a concerted effort to address the need for health and social services, improved public facilities and infrastructure, and economic development through local, state and federal sources, in line with the Con Plan goals. It is anticipated that HCDD will continue to increase the capacity and efficiencies of its programs in PY 2019 to meet affordable housing and community development goals.

2. Summarize the objectives and outcomes identified in the Plan

Annual Objectives. The Plan identifies programs and activities that will be used to meet HCDD's goals. As required by HUD, each activity is linked to one of three federal program objectives: 1) decent housing, 2) suitable living environment, or 3) economic development. Each objective is matched with one of three outcomes: 1) availability/accessibility, 2) affordability, or 3) sustainability. The annual activities that will enable HCDD to achieve these objectives and outcomes in PY 2019 are listed below.

Decent Housing

Increasing the availability, accessibility, affordability, and sustainability of decent housing for low- and moderate-income residents through

- Acquisition, rehabilitation, and new construction of multifamily and single family properties
- Services to HIV/AIDS populations (i.e. rent, mortgage, and facility operation costs)
- Homelessness prevention and rapid re-housing
- Lead-based paint testing and abatement activities

Suitable Living Environment

Increasing the availability, accessibility, affordability, and sustainability of suitable living environments for low- and moderate-income residents through

- Building/rehabilitating neighborhood facilities and infrastructure
- Code enforcement
- Juvenile, youth, and childcare programs
- Supportive and transitional housing
- Support services for populations with special needs (e.g. elderly, persons with disabilities)
- Services for the homeless
- Health care education and services

Economic Development/Opportunities

Increasing access to economic opportunity for low- and moderate-income communities through

- Expansion of business services based on community need
- Small business development services
- Job training and employment services for low- and moderate-income persons and persons with special needs

3. Evaluation of past performance

Past Performance. During the third year of the current five year consolidated planning period (July 1, 2015 to June 30, 2020), HCDD achieved many of its annual goals set for the period of July 1, 2017 to June 30, 2018 and made progress toward the five year goals. The following table outlines the five year goals and the first, second and third year accomplishments made toward those goals. Accomplishments for the fourth year of the 2015-2019 Consolidated Plan will be in the 2018 CAPER, available in the fall of 2019.

Table 1 – 2015-2020 Consolidated Plan Goals and Accomplishments to Date

Goal Name	Indicator	5 Year Goal	Accomplishments for PY 2015-17	Percent of Goal Accomplished
Preserve and expand the supply of affordable housing	Rental units constructed	404 Housing units	186 Housing units	46.04%
	Rental units rehabilitated	390 Housing units	505 Housing units	129.49%
	Homeowner housing units rehabilitated	250 Housing units	24 Housing units	9.60%
	Other – Remove lead based paint in housing units	488 Housing units	247 Housing units	50.61%
Expand homeownership opportunities	Direct financial assistance to homebuyers	500 Households assisted	93 Households assisted	18.60%
Provide assistance to persons affected by HIV/AIDS	Other	12,975 Households assisted	12,126 Households assisted	93.45%
Reduce homelessness	Tenant-based rental assistance / Rapid re-housing	350 Households assisted	1,069 Households assisted	305.43%
	Homelessness prevention	950 Persons assisted	2,370 Persons assisted	249.47%
	Public service activities other than low/mod income housing benefit	115,500 Persons assisted	147,686 Persons assisted	127.87%
Enhance quality of life through the provision of public services	Public service activities other than low/mod income housing benefit	103,000 Persons assisted	56,581 Persons assisted	54.93%
Revitalize communities	Public facility or infrastructure Activities	30 Facilities / Infrastructure	21 Facilities / infrastructure	70.00%
	Housing code enforcement / Foreclosed property Care	161,250 Housing units	108,285 Housing units	67.15%
Foster community economic development	Jobs created / Retained	50 Jobs	78 Jobs	156.00%
	Businesses assisted	3 Business assisted	0 Business assisted	0.00%
Promote fair housing	Other	500,000 Persons reached	1,973,717 Persons reached	394.74%

After the completion of the third year of the five year consolidated planning period, HCDD has made significant progress in achieving many of its five year goals and has surpassed two goals, reduce homelessness and promote fair housing. As discussed in the 2017 Consolidated Annual Performance Evaluation Report (CAPER), HCDD will continue to carry out its programming to achieve the five year goals.

The goal to promote fair housing was drastically exceeded during the first three years of the consolidated planning period. The City of Houston has made major efforts to educate Houstonians about fair housing. In the first three years of the consolidated plan period, fair housing public service announcements were advertised in METRO busses and City-owned facilities and were included within resident's City of Houston's water bill statement. Throughout the consolidated planning period, HCDD has convened trainings for and presented to area developers, architects, housing advocates, contractors, nonprofit and for-profit partners, government staff, and other stakeholders. These trainings and presentations have helped disseminate information on fair housing laws, fair housing rights, and impediments to fair housing choice. HCDD and the City of Houston will continue to build upon past efforts and find new ways to educate residents and various stakeholders about fair housing.

The five year goal of rental units constructed is anticipated to be achieved as multifamily projects in the pipeline reach completion in PY 2018 and PY 2019. The five year goal for removing lead based paint in housing units is also expected to be achieved as compliance related issues have been resolved. The number of homeowner homes rehabilitated is expected to increase significantly in the remaining two years of the consolidated plan period. Five major flood events in the past few years, including Hurricane Harvey, have devastated homes in Houston. The Home Repair Program has been focused on rehabilitation of flood damaged homes during the consolidated planning period and, therefore, has had fewer accomplishments to report for CDBG funded home repairs. With new program guidelines and resolution of implementation issues, the Home Repair Program has ramped up rehabilitation of homes funded through CDBG in PY 2018 and is expected to have a significantly higher percentage of the five year goal accomplished by the end of the consolidated plan period.

The goal of expanding homeownership opportunities, through HCDD's Homebuyer Assistance Program, is lagging, with only 18% of the five year goal met because of setbacks in accomplishments in the first year of the consolidated planning period. After broadening eligibility and other program requirements in the second year of the consolidated planning period more households have participated in the program. However, with the ramp up of the Homebuyer Assistance Program for CDBG Disaster Recovery for Hurricane Harvey (CDBG-DR17), which is a competing program, it is expected that there will be no more accomplishments for the Homebuyer Assistance Program funded through CDBG in the remaining consolidated planning period.

In addition to entitlement funds, HCDD has received other funding to address the priorities in the Consolidated Plan. In the upcoming program years, including PY 2019, HCDD expects to utilize approximately $76 million in CDBG Disaster Recovery for the 2015 Flood Events (CDBG-DR15) and $23 million in CDBG Disaster Recovery for the 2016 Flood Events (CDBG-DR16) for recovery from the 2015 and 2016 flood events and create resiliency for future flood events. HCDD also received $1.27 billion in CDBG Disaster Recovery for Hurricane Harvey (CDBG-DR17) in PY 2018. Because of the vast extent of devastation to homes and infrastructure from Hurricane Harvey and recent flood events, HCDD is prioritizing the affordable housing needs of low- and moderate-income households to help them recover from the recent flood events and help create safe, quality, and affordable housing for the long-term.

4. Summary of Citizen Participation Process and consultation process

HCDD is responsible for producing the 2019 Annual Action Plan. In this capacity, HCDD works with a number of City departments, the Houston Housing Authority, non-profit organizations, and other stakeholders to ensure that the planning process is both comprehensive and inclusive. HCDD solicits information from other City departments, the private sector, non-profit organizations, neighborhood-based organizations, and residents, regarding existing conditions and strategies for addressing current or future needs.

HCDD recognizes that Houston residents are the center of, and partners in, the development and execution of the 2019 Annual Action Plan. HCDD aggressively seeks community involvement and provides residents with opportunities to become involved in the development of the Annual Action Plan. Opportunities for citizen input are provided throughout the planning process through

- Publications and postings
- Public hearings

In November 2018 and January 2019, HCDD formally met with its Community Development Advisory Council (CDAC). A third meeting with the CDAC is planned for May 2019. Guided by the consultation requirements in the consolidated planning regulations (§91.100 Consultation; local governments), the CDAC is made up of public and private agencies that provide assisted housing, health and social services, organizations engaged in narrowing the digital divide, community-based and regionally-based organizations that represent protected class members, organizations that enforce fair housing laws, and agencies who manage flood prone areas and/or water resources. CDAC members provide meaningful information to strengthen HCDD's planning and outreach process. The CDAC continues to be instrumental in planning and implementing citizen and stakeholder participation strategies.

5. Summary of public comments

A summary of public comments received about the 2019 Annual Action Plan, along with a summary of HCDD's responses, is included in the Appendix of this document. This Action Plan incorporates the comments received from the four public hearings held in November 2018 and April 2019 and the 30-day comment period that concluded on April 17, 2019.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments or views were considered. HCDD did not send any responses specifically rejecting comments received.

7. Summary

The 2019 Annual Action Plan represents detailed activities for the fifth year of the 2015-2019 Consolidated Plan. During PY 2019, HCDD will build upon past experience and strategies striving to meet the five year goals set in the Consolidated Plan and updated in the Annual Action Plans. HCDD staff will continue to focus on using data-driven approaches and utilizing various citizen and stakeholder participation techniques, to validate the needs set in the 2015-2019 Consolidated Plan.

HCDD continues to make great strides in addressing the community's needs and the Consolidated Plan priorities, through community involvement, evaluations of past performance, and responding to past experience with improved efficiency.

Beginning in March 2020, the United States was impacted by coronavirus or COVID-19. On March 11, 2020, the Mayor of Houston issued a Proclamation Declaring a Local State of Disaster Due to a Public Health Emergency for the COVID-19 pandemic. Additionally, on March 13, 2020, the President issued a Nationwide Emergency Declaration for Coronavirus Disease 2019 and, on the same day, the Governor of Texas issued a proclamation "certifying that COVID-19 poses an imminent threat of disaster in the state and declaring a state of disaster for all counties in Texas." *Proclamation by the Governor of the State of Texas* (March 13, 2020). In April 2020, the City of Houston was notified of a special allocation of CDBG, HOPWA, and ESG funding to prevent, prepare for, and respond to the impacts from coronavirus or COVID-19, including health and economic impacts.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Table 2 – Responsible Agencies

Agency Role	Name	Department/Agency
LEAD AGENCY	HOUSTON	HCDD

Narrative

The City of Houston Housing and Community Development Department (HCDD) serves as the lead agency responsible for administering the programs covered by this 2019 Annual Action Plan, which include

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

Consolidated Plan Public Contact Information

For comments regarding the 2019 Annual Action Plan, please contact the City of Houston Housing and Community Development Department (HCDD) at (832) 394-5209 or submit your comments to:
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AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Houston (City) recognizes that partnerships with public and private entities are vital to the provision of effective assistance to the Houston community. Each strategy prioritized by the City is only accomplished through effective collaborations with community partners. These partners provide the expertise needed to ensure quality service provision, housing development, and neighborhood revitalization efforts.

In preparation for the 2019 Annual Action Plan, HCDD performed outreach to both residents and other stakeholders. These stakeholders included people who work with low- and moderate-income persons, persons with special needs, persons of protected classes, and those who live in low- and moderate-income areas.

Coordination and consultation with public and private agencies is important to the City when developing the Annual Action Plan. HCDD will continue to work with a number of City departments, the Houston Housing Authority, major non-profit organizations, and other stakeholders, to ensure that the planning process is both comprehensive and inclusive. HCDD obtains information from stakeholders and residents regarding existing conditions and strategies for addressing current needs.

HCDD strives to coordinate with private industry, businesses, developers, and social service agencies for public services and economic development programs. For instance, in PY 2019, HCDD will continue to work with the Houston Business Development, Inc. (HBDI) and the Houston Redevelopment Authority (HRA) to enhance businesses that create or retain jobs and expand services offered in low- and moderate-income areas.

In PY 2019, HCDD plans to sustain this meaningful input in order to strengthen programming during the consolidated planning process. HCDD will

- Continue to reach out to and consult with organizations listed in the table titled "Agencies, groups, organizations who participated" in this section of the Plan
- Seek new opportunities for collaboration and consultation to find innovative approaches to addressing pressing community issues and fair housing impediments
- Participate in the process and advance community strategies to end chronic homelessness in Houston
- Host meetings with members of the Community Development Advisory Council (CDAC) to improve HCDD's citizen and stakeholder outreach methods

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City strives to partner with public and private agencies to ensure that funding priorities are in line with current community development goals. HCDD is involved in many community collaborations with an aim to enhance coordination between housing and service providers in order to better serve the community.

HCDD leads a community-wide effort to create deeply subsidized affordable housing units linked to mainstream and social supports, including primary and behavioral health care and housing. HCDD achieves this in partnership with the City's Health Department, Harris County Community Services Department, Houston Housing Authority, Harris County Housing Authority, Houston Housing Finance Agency, and the Coalition for the Homeless of Houston/Harris County. This effort is supported through a pipeline committee comprised of partner agencies. This partnership allows supportive housing units to receive both the appropriate rental subsidies as well as service funds necessary to house the target population. This partnership has continued to be expanded under Mayor Turner's homeless strategies.

As a member of The Ryan White Planning Council, HCDD works with medical service providers to coordinate the housing and service needs of persons affected by HIV/AIDS. HCDD holds a seat on the Priority and Allocations

Committee, a subcommittee of the Ryan White Planning Council. HCDD staff members meet regularly with the current funded HOPWA providers to ensure that funding continues to be allocated and distributed in the most efficient way possible to benefit those need. Finally, HCDD staff members meet every month with a funders work group, composed of housing and service funders, to ensure that services and housing goals are aligned.

HCDD will continue to seek opportunities to strategize with a variety of groups to address short-term and long-term community needs. HCDD staff will also meet with community groups and agencies throughout the year to solicit input regarding HCDD programs and to plan future activities.

In addition, HCDD will maintain stakeholder engagements such as those listed in the Table 3, "Agencies, groups, organizations who participated." HCDD will also host public and private housing providers along with government and private service agencies at periodic meetings of the Community Development Advisory Council (CDAC). CDAC meetings will enhance the exchange of information between housing and service providers and facilitate planning for future coordination.

Describe the coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

HCDD works closely with the Continuum of Care (CoC) and the CoC Lead Agency, The Coalition for the Homeless of Houston/Harris County (Coalition). HCDD Director serves on the CoC Steering Committee in an ex officio position to provide governance and oversite to CoC policies and procedures. The CoC Steering Committee voted to align with the four goals outlined in the federal strategic plan to end homelessness, which includes a goal to end chronic homelessness by 2018 and youth and family homelessness by 2020. To achieve these goal, the CoC received HUD technical assistance through the OneCPD Initiative. Since the end of the technical assistance the CoC continues to engage with local, state, and federal partners to ensure that best practices are current and make progress towards achieving these goals.

The Special Assistant to the Mayor for Homeless Initiatives is a staff position at the City charged with developing strategies in coordination with local partners to end chronic and family homelessness in Houston. This staff member has taken a lead role in local planning efforts related to several larger federal initiatives including the HUD/USICH's (United States Interagency Council on Homelessness) Dedicating Opportunities to End Homelessness Initiative as well as the Mayor's Challenge to End Veteran Homelessness.

The Mayor's long-term plan to reduce homelessness through supportive housing continues to be a priority for the City. The City has worked with its partners to permanently house more than 635 homeless veterans and over 600 chronically homeless individuals in 2018. To improve conditions at encampments of homeless persons, the City opened a free storage facility for personal belongings, supported targeted housing efforts, such as the permanent housing placements of 50 homeless individuals from an encampment, and is working to develop the first homeless navigation center in the state. The center will offer emergency "bridge beds" along with income and housing navigation services to increase the number of homeless individuals placed into permanent housing. The Mayor joined 50 religious leaders to launch a panhandling awareness campaign to improve public safety and encourage support for homeless housing efforts. He also hosted a community behavioral health roundtable and successfully advocated for state legislation increasing mental health resources for the Houston area.

HCDD and the Mayor's Office lead a collaborative effort to develop 2,500 units of permanent supportive housing for the chronically homeless. This goal was achieved in May 2018 with more than 2,595 new units operating or in development, including the first housing community in the state specifically designed for the chronically homeless. This achievement was a result of the creation of an innovative public-private partnership. Led by the Mayor, a committee of community leaders, which included the heads of the Houston Texans, Houston Area Urban League, Houston Endowment, Central Houston and the Coalition for the Homeless, raised $10 million in private funding to

leverage federal and local resources at an unprecedented level. This partnership not only led to the creation of permanent supportive housing units for the homeless but also created hundreds of additional units of affordable housing to help prevent individuals and families at risk of becoming homeless from falling into homelessness.

HCDD and the Mayor's Office continues to play a major role in Houston's homeless housing response system, consulting and collaborating with a variety of stakeholders, including homeless housing and service providers, public housing authorities, Harris and Fort Bend Counties, Harris Health System, the Harris Center for Mental Health and IDD, VA Medical Center, Houston Police Department, the Harris County Sherriff, and the local HUD field office. Collectively, the city and its partners successfully implemented and expanded its integrated-care supportive housing service model and Coordinated Access system that identifies and prioritizes the most vulnerable homeless persons for placement into supportive housing. HCDD worked with community partners to help vet, fund, and shepherd supportive housing projects. HCDD provided resources for capital, operating and service funding, to help ensure that all projects' success. Such collaborative efforts enabled the permanent housing placements of homeless veterans and chronically homeless individuals, as well as the expansion of the supportive housing model to serve both families and youth experiencing homelessness. As of January 2019, nearly 5,900 individuals in families experiencing homelessness and more than 560 homeless youth/ have been permanently housed.

Progress was made to fully implement the coordinated access system. The CoC expanded coordinated access to eleven additional locations, and HCDD hosts a call center which brings the coordinated access system to scale. The coordinated access system continues to interface with the Harris County Jail and many hospital emergency rooms to ensure homeless individuals are connected to permanent housing options regardless of their entry point in the human services system. In addition to the collaborative efforts to end chronic homelessness, HCDD has actively participated in planning efforts to standardize and target homelessness prevention and rapid re-housing services. This has included updating program standards and common system outcomes, in partnership with Harris and Fort Bend Counties, the City of Pasadena, and the Texas Department of Housing and Community Affairs.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The four local jurisdictions that comprise the CoC (City of Houston, Harris County, Fort Bend County, and City of Pasadena, and the Coalition for the Homeless of Houston/Harris County (Coalition)) continue to meet regarding the allocation of ESG funding and system funding. These meetings are referred to as the Public Funders Workgroup, a group within the CoC structure which ensures that all members of the CoC are targeting funding toward continuum-wide goals. This group assists in updating and maintaining standards for both the provision of assistance and performance. These continuum-wide performance measures are used to evaluate performance and determine resource allocations based on data from HMIS. Agencies receiving funding from HCDD must receive verification of participation in this system as a threshold requirement for funding. In the CAPER, HCDD will evaluate and include information from HMIS about the outcome of projects and activities assisted with ESG funds.

The strategy developed for the Houston area for ESG homelessness prevention funds prioritizes people who are at-risk of homelessness and who have experienced homelessness in the past. The CoC has developed a prioritization tool for homelessness prevention subrecipients of ESG funds. Families and persons in domestic violence situations are prioritized as those most at-risk of becoming homeless and in need of homelessness prevention assistance to achieve housing stability. The City of Houston, Harris County, Fort Bend County, City of Pasadena, and the Coalition for the Homeless of Houston/Harris County, coordinated ESG homelessness prevention and rapid re-housing strategies through the CoC.

ESG activity priorities will continue to focus on homelessness prevention and rapid re-housing. Rapid re-housing activities will target those that: are part of a family with a minor child that is homeless, are first time homeless, have

few recent episodes of homelessness, are part of a family that is homeless, or are fleeing/attempting to flee domestic violence.

HCDD plans to continue funding the Coalition in support of the operation and administration of HMIS. In addition, HCDD will continue to work with the Coalition and the CoC to ensure that policies and procedures are aligned with HUD requirements. As HCDD moves forward with funding programs all work has been and continues to be done in coordination with the Coalition for the Homeless, and the CoC - including its committees and workgroups, and other adjacent jurisdictions. Partners actively work to align and blend resources across the jurisdictions in support of a single, standardized rapid re-housing and prevention model, with the ultimate goal of leveraging substantial private investment to significantly increase the number of homeless families served.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 3 – Agencies, groups, organizations who participated

Agency/Group/Organization	Agency/Group/ Organization Type	What section of the Plan was addressed by Consultation?	How was the agency/group/organization consulted? What are the anticipated outcomes of the consultation or areas for improved coordination?
Houston Housing Authority (HHA)	PHA	Public Housing Needs Homelessness Strategy	HCDD consulted with HHA staff regarding the Public Housing sections of the Plan. HCDD and HHA work together on a variety of issues and initiatives including ending homelessness and carrying out fair housing activities. HHA serves on the CoC and CDAC. HCDD and HHA will continue to meet regularly to discuss current projects and plan for potential future projects and initiatives.
Harris County Housing Authority	PHA	Homelessness Strategy	To address homeless needs identified in the Consolidated Plan, HCDD consulted with stakeholders in the PSH Pipeline Group, which coordinates funding of permanent supportive housing with the goal of ending chronic homelessness. Harris County Housing Authority is a member of the steering committee PSH Pipeline Group.
Coalition for the Homeless of Houston/Harris County	Services-homeless Regional organization Planning organization	Homelessness Strategy Homeless Needs – Chronically homeless Homeless Needs – Families with children Homelessness Needs – Veterans Homelessness Needs – Unaccompanied youth	Coalition staff was consulted regarding the Homeless sections of the Plan. The Coalition manages the HMIS system in which HCDD subrecipients report accomplishments for ESG activities. Data from HMIS is used to evaluate ESG program performance and helps track general homeless activities in the region. The Coalition staffs many of the workgroups within the CoC including: ESG Funders Group, PSH Pipeline Group, CoC Steering Committee and RRH Workgroup.
City of Houston – Parks and Recreation Department	Services-Children Services-Education Other government – Local	Anti-poverty Strategy	HCDD consulted with HPARD to determine the demand for youth programs. HCDD plans to continue partnering with HPARD to serve youth from low- and moderate-income families.

Agency/Group/Organization	Agency/Group/ Organization Type	What section of the Plan was addressed by Consultation?	How was the agency/group/organization consulted? What are the anticipated outcomes of the consultation or areas for improved coordination?
Houston Health Department	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-Homeless Services-Health Other government – Local	Lead-based Paint Strategy	HHD provides HCDD with lead-based paint program information and data for use in development of the Plan, as needed. HHD uses CDBG funds to match a HUD grant to address lead-based paint hazards, including lead-based paint testing and remediation, for underserved populations. HHD and HCDD staff will continue to collaborate on future funding opportunities that will encourage an inclusive approach to promoting health and community development. HCDD and HHD also partner to serve low- and moderate-income persons and persons with disabilities through a variety of public services or public facilities projects to address needs identified in the Plan.
Houston Housing Finance Corporation (HHFC)	Housing	Housing Strategy Economic Development	HCDD regularly consults with HHFC on ways to efficiently deploy resources in the community. HHFC assists in implementing new multifamily development by providing bridge loans during the HCDD document preparation process. HHFC also issues most of the bonds that are used in 4% tax credit transactions funding affordable housing developers. HHFC will continue to work with HCDD in supporting economic development, including activities that serve areas without full service grocery stores, also known as food deserts.
Harris County Community Services Department	Housing Other government – County	Housing Strategy Homelessness Strategy	To address homeless needs identified in the Consolidated Plan, HCDD has consulted with stakeholders in the PSH Pipeline Group, which coordinates funding of permanent supportive housing with the goal of ending chronic homelessness. Harris County is a member of the PSH Pipeline Group. Harris County also serves as a member of CDAC. Harris County and HCDD staff are a part of the ESG funders Group composed of housing and service funders. This group meets monthly to ensure that services and housing goals are aligned.
Houston Area HIV Services Ryan White Planning Council	Services-Persons with HIV/AIDS	Non-Homeless Special Needs HOPWA Strategy	HCDD staff meets monthly with the Ryan White Planning Council to share research and strategize ways to improve the quality of life for those affected by HIV/AIDS. HCDD staff serves on the Council and also serves on the Priorities and Allocations Committee. This information is utilized when determining needs of and services for the HIV/AIDS community.

Identify any Agency Types not consulted and provide rationale for not consulting

HCDD contacted many organizations through various outreach techniques including meetings and e-mails to solicit input and participation in the planning process. HCDD believes that all critical agency types were consulted during the participation and consultation process and has not intentionally failed to consult with any particular agency.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Table 4 – Other local / regional / federal planning efforts

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Coalition for the Homeless of Houston / Harris County	The CoC's priorities and its Strategic Plan to End Homelessness directly correspond to HCDD's Strategic Plan goals related to homeless populations.
Continuum of Care's Priorities and Program Standards	Coalition for the Homeless of Houston / Harris County	The CoC's priorities and standards directly overlap with HCDD's Strategic Plan and are used by the City of Houston when developing standards for its ESG funding.
Our Great Region 2040	Houston-Galveston Area Council	HCDD's Strategic Plan has many of the same goals as H-GAC's regional plan, including addressing quality of life issues, specifically affordable housing and serving Houston's low-income populations through community development activities.
Fair Housing Equity Assessment	Houston-Galveston Area Council	Both HCDD and the FHEA have goals to affirmatively further fair housing in the City of Houston and the region. The development of the FHEA served as part of the analysis for Our Great Region 2040.
Livable Centers	Houston-Galveston Area Council	The Livable Centers Plans have been conducted in various areas of the City of Houston. Some areas overlap with HCDD's Areas for Community Reinvestment. The objectives of these Plans, including improving quality of life, overlap with HCDD's Strategic Plan's public facilities strategy.
Annual Plan	Houston Housing Authority	HHA's PHA plan provides details about agency operations and programs, including participants for the upcoming year. Both HHA and HCDD aim to help very low-income households secure housing.
Harris County Consolidated Plan	Harris County	HCDD's Consolidated Plan has many of the same goals as Harris County's Consolidated Plan including addressing homelessness and improving the quality of life of underserved and low- and moderate-income communities.
City of Houston's Capital Improvement Plan (CIP)	City of Houston Finance Department	Both the CIP and the Consolidated Plan address infrastructure needs in Houston.
CDBG-DR2 Planning Study	City of Houston Housing and Community Development Department	Through a combined effort with community leaders and statewide advocates, HCDD analyzed data to produce a Needs Assessment resulting in target areas for housing activities, using CDBG-DR2 funding. These areas are illustrated in the map titled, "Community Revitalization Areas (CRAs), CRA Outreach Areas, and Target Areas for Disaster Recovery Round II.
2015 Analysis of Impediments to Fair Housing Choice (AI)	City of Houston Housing and Community Development Department	Both plans use housing and demographic data, as well as citizen and stakeholder outreach, to determine city housing needs and barriers. The overall goal for the AI is to eliminate housing discrimination, and HCDD works hard to align all of its Con Plan goals with the AI.
Houston General Plan	City of Houston Planning and Development Department	Many goals in the Houston General Plan relate closely to those in the Consolidated Plan such as equal access to opportunity, supportive services for disadvantaged and at-risk groups, high quality community facilities, and sufficient quality, affordable housing options throughout the community.
Complete Communities	City of Houston Planning and Development Department	The City of Houston's Planning Department is working with five pilot neighborhoods that have been historically under-resourced to accomplish goals and priority projects and implement strategies that are transferable to other communities across the entire city. Providing access to quality services and amenities to improve underserved neighborhoods are goals that are part of both Complete Communities and the Consolidated Plan.

Narrative

Coordination of efforts remains a high priority for the City of Houston when addressing community needs after Hurricane Harvey and supporting goals in the Consolidated Plan.

HCDD works to broaden its outreach efforts and has been able to gather strategic input into the planning process this year. HCDD staff has consulted with various community partners and financial institutions to create innovative housing strategies to address decreased affordable housing in Houston after Hurricane Harvey. The department continues to work closely with other governments in the metropolitan area, the state, and the federal government to achieve the Consolidated Plan goals and implement disaster recovery strategies. HCDD's CDAC played an integral part in the development of the 2019 Annual Action Plan and provided useful input in the development of the Local Action Plan for Hurricane Harvey and the in depth needs assessment for disaster recovery. HCDD works closely with HHA, Harris County, and other local jurisdictions to align funding objectives, especially objectives addressing disaster recovery and the consolidated plan goal of reducing homelessness. In addition, HCDD participates in numerous conferences with the Texas Department of Housing and Community Affairs (TDHCA), which helps to align HCDD's objectives with those of TDHCA. Finally, HCDD keeps its close working relationship with HUD officials.

AP-12 Participation – 91.105, 91.200(c)

Summary of citizen participation process/Efforts made to broaden citizen participation

HCDD recognizes that Houston residents are the center of, and partners in, the development and execution of the 2019 Annual Action Plan. The Citizen Participation Plan (CPP) establishes a means by which citizens, public agencies, and other interested parties can actively participate in the development of consolidated planning documents, including the Annual Action Plan.

Using the CPP as a guide, HCDD seeks community involvement and provides residents with opportunities to become involved in the development of the Annual Action Plan. As input and comments are received, appropriate HCDD staff reviews and uses this information to ascertain the community needs and inform allocation priorities and programming goals. Opportunities for public input are provided during the entire planning process, from the development of the Annual Action Plan to the review of the draft document, through

- Publications and postings
- Public hearings

HCDD publicizes all phases of the Plan's development to gather public comment. Promotional material for the fall open houses, such as public notices, were published in Spanish, Vietnamese, and Chinese to broaden the knowledge about the planning process available to various groups including persons with limited English proficiency. Flyers and posters for the meeting were also available in other languages upon request. To develop the 2019 Annual Action Plan, HCDD conducted two open house and public hearings to gather input in drafting the plan and two open house and public hearings to solicit comments about the draft Plan.

Efforts to Broaden Citizen Participation. HCDD implemented a broad outreach campaign to promote public participation in the development of the 2019 Annual Action Plan. There was concerted effort to reach out to diverse populations including outreach to minorities, non-English speaking persons, persons with disabilities, and special needs populations. The following is a summary of these efforts.

- Held open house and public hearings in low- and moderate-income neighborhoods including Northeast Multi-Service Center, Sunnyside Multi-Service Center, Magnolia Multi-Service Center and the Near Northwest Management District.
- Displayed flyers announcing public hearings at each venue.
- Advertised in community newspapers including *La Voz de Houston, African American News and Issues, Houston Forward Times*, *Viêt Nam Mói*, and also in *The Houston Chronicle,* a newspaper of general circulation.
- Provided a Spanish translator for Spanish speakers with limited English proficiency and real-time captioning for persons who are deaf or have a hearing loss at the open house and public hearings.

Citizen Participation Outreach

Table 5 – Citizen Participation Outreach

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Newspaper Ad	Minorities Non-English Speaking – Specify other language: Spanish and Vietnamese Non-targeted/broad community	HCDD published a public notice in the *Houston Chronicle* on September 6, 2018 announcing the draft 2017 CAPER was available for public comment from September 6, 2018 to September 21, 2018. HCDD also published this public notice in *La Voz de Houston* (in Spanish) on September 9, 2018; in the *Forward Times* on September 5 to September 11, 2018; in Viet Nam Moi (in Vietnamese) on September 12, 2018; and African American News on September 9 to September 15, 2018.	8 public comments were received.	All comments were considered. HCDD did not specifically reject any comments received.	http://www.houstontx.gov/housing/public_legal_notices.html
Newspaper Ad	Minorities Non-English Speaking – Specify other language: Spanish and Vietnamese Non-targeted/broad community	A notice of the fall open house and public hearings was published in the *Houston Chronicle* on October 24, 2018. Advertisements also appeared in Spanish in *La Voz de Houston* on November 4, 2018; in *African American News and Issues* from October 28 to November 3, 2018; in *Houston Forward* Times on October 31 to November 6, 2018; and in Vietnamese in *Viet Nam Moi* on October 31, 2018.	No public comments were received.	N/A	http://www.houstontx.gov/housing/public_legal_notices.html
Internet Outreach	Non-targeted/broad community	Information about the fall open house and public hearings was presented on the HCDD website, Facebook page, Twitter page and Nextdoor. Flyers were sent by e-mail to CDAC members, HCDD's email database of approximately 900 emails, and City Council members offices.	2 public comments were received.	N/A	http://www.houstontx.gov/housing

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Public Hearing	Non-targeted/broad community	HCDD accepted public comments at two fall open house and public hearings for the 2019 Annual Action Plan. These public hearings were held on November 7, 2018 at the Northeast Multi-Service Center and November 8, 2018 at Sunnyside Multi-Service Center. There were approximately 43 people that attended the open houses. Attendees indicated their priorities for housing and community development programs through a group exercise. They helped grow two identical trees where each tree symbolized a high-income and low-income neighborhood. Each branch symbolized aspects of the neighborhood such as affordable housing, economic development, and public facilities. Attendees wrote down five priority activities and placed them along the appropriate branch.	15 speakers commented at the fall open house and public hearings.	All comments were considered. HCDD did not specifically reject any comments received.	https://www.houstontx.gov/housing/caper.html
Newspaper Ad	Minorities	A notice of the summary of the Annual Action Plan and the public hearings was published in the *Houston Chronicle* on March 18, 2019. Advertisements for the public hearing and draft comment period also appeared in Spanish in *La Voz de Houston* on March 24, 2019; in *Houston Forward* Times on March 20, 2019; in African American News on March 17, 2019; and in Vietnamese in *Viet Nam Moi* on March 20, 2019.	1 written comment was received.	All comments were considered. HCDD did not specifically reject any comments received.	http://www.houstontx.gov/housing/public_legal_notices.html
Internet Outreach	Non-targeted/broad community	Information about the spring public hearings was presented on the HCDD website, Facebook page, Twitter page, and NextDoor. Flyers were sent by e-mail to CDAC members and HCDD's email database of approximately 900 emails, and City Council members offices.	No public comments were received.	N/A	http://www.houstontx.gov/housing

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Public Hearing	Non-targeted/broad community	HCDD accepted public comments at two spring open house and public hearings for the 2019 Annual Action Plan. These public hearings were held on April 2, 2019 at the Near Northwest Management District and April 4, 2019 at the Magnolia Multi-Service Center. There were approximately 38 people that attended the open houses. Attendees participated in roundtable group discussions where they responded to open ended questions on housing and other concerns in their neighborhoods and the city.	13 speakers commented at the spring open house and public hearings.	All comments were considered. HCDD did not specifically reject any comments received.	https://www.houstontx.gov/housing/caper.html
Public Meeting	Non-targeted/broad community	HCDD conducted public engagement to inform the disaster recovery action plan for Hurricane Harvey in April – June 2018. HCDD partnered with community groups, council members, and super neighborhoods councils to co-host community meetings. Approximately, 800 people attended these meetings. The meetings included disaster-related presentations and roundtable discussions on community challenges and priorities.	The key findings of the community meetings are: • The community prioritized disaster recovery, especially for LMI households • Residents want a long-term planning approach to community resiliency through mitigation planning and planning for economic development • Participants of the meetings prioritized flood mitigation, housing improvement, and improvement in infrastructure as the top three most important issues for the community after Hurricane Harvey • Preserving neighborhood identity, ensuring neighborhood safety, and increasing affordable housing were prioritized by the participants.	All comments were considered. HCDD did not specifically reject any comments received.	http://houstontx.gov/housing/120318_%5BFINAL-SPREADS%5D_HCDD_Community_Engagement_Report.pdf

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Other - Priority Survey	Non-targeted/broad community	HCDD conducted the Hurricane Harvey Survey from May 14, 2018 to June 24, 2018. The survey was available online on www.surveymonkey.com. Links to the online survey were disseminated through HCDD's website, social media pages, and on community meeting flyers for the community meetings conducted to inform the disaster recovery action plan for Hurricane Harvey. The survey was available in English and Spanish. There were 746 respondents to the survey.	Hurricane Harvey affected over two-thirds of the respondents. The top three challenges facing the respondents were funding the repair/reconstruction of their home, dealing with financial impacts in the aftermath of the storm, and fearing another flood event. Of respondents affected by Hurricane Harvey: • About two-thirds had a home that was destroyed or had considerable damage • Only one out of four were getting the help they needed • Over 75% were displaced from their home, 30% are still waiting to move back, and 9% have no plans to return to where they were living at the time of Hurricane Harvey • Over two-thirds had a vehicle that was destroyed • Half felt that their mental health has suffered	N/A	https://houstontx.gov/housing/Community_Feedback_Summary_V-4.pdf
Newspaper Ad	Non-targeted/broad community	A notice of the summary of the Draft Amended Annual Action Plan was published in the *Houston Chronicle* on April 20, 2020. A redlined draft with the most recent proposed changes to the Annual Action Plan was published online for residents to view and comment on during a 5-day comment period.	1 written comment was received.	All comments were considered. HCDD did not specifically reject any comments received.	http://www.houstontx.gov/housing/public_legal_notices.html

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Newspaper Ad	Non-targeted/broad community	A notice of the summary of the Draft Amended Annual Action Plan was published in the *Houston Chronicle* on August 6, 2020. A redlined draft with the most recent proposed changes to the Annual Action Plan was published online for residents to view and comment on during a 5-day comment period.	No Comments were received.	N/A	http://www.houstontx.gov/housing/public_legal_notices.html

Expected Resources

AP-15 Expected Resources – 91.200(c) (1,2)

Introduction

The City of Houston uses multiple resources to carry out activities that benefit low- and moderate-income residents. The City receives federal entitlement funding of CDBG, HOME, HOPWA, and ESG. HCDD administers the entitlement funding on behalf of the City. In addition to entitlement grant funds, HCDD receives state and local funding to address community needs, as illustrated in the Expected Resources – Priority Table. Many City departments also receive funding that address needs listed in the Consolidated Plan, and HCDD works with these departments to leverage entitlement grant funds when possible along with other funding.

Priority Table

Table 6 – Expected Resources – Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 5				Expected Amount Available Remainder of Con Plan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public – federal	Acquisition Administration and Planning Economic Development Housing Public Improvements Public Services	23,936,444	4,153,644	0	28,090,088	0	CDBG funds are combined with public and private funds to create a greater impact in neighborhoods. When request for proposals are conducted for various activities, preferred proposals include those that use CDBG to leverage additional resources. CDBG funded activities conducted by other City departments use CDBG funding as match for other public funding or combine CDBG funds with federal, local, or private funding to implement programming. The City will receipt $4 million in PY 2019 in Section 108/EDI program income.
HOME	public – federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	9,307,715	126,543	0	9,434,258	0	HOME promotes public/private partnerships as a vehicle for expanding the stock of affordable housing. HOME funds are leveraged with private and public funding sources to support multifamily and single family development activities. The Multifamily Housing Program's activities are funded through a request for proposal process in which greater preference is given to proposals that have other sources of equity and debt financing.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 5				Expected Amount Available Remainder of Con Plan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
HOPWA	public – federal	Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA	9,882,076	0	0	9,882,076	0	Organizations applying for HOPWA funding are selected through a competitive request for proposal process, and sources of leverage include public funding, such as Ryan White or Shelter Plus Care, and private funding, such as in-kind resources, funding from foundations, and resident rent payments.
ESG	public – federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	2,031,897	0	0	2,031,897	0	Organizations applying for ESG funding must provide a 1 to 1 match for the ESG funds they receive and are selected through a competitive request for proposal process.
CDBG-CV	public – federal	Acquisition Administration and Planning Economic Development Housing Public Improvements Public Services	14,523,741	0	0	14,523,741	0	This funding will fund eligible CDBG activities to provide public services to prevent, prepare for, and respond to coronavirus, and its health and economic impacts.
HOPWA-CV	public – federal	Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA	1,501,211	0	0	1,501,211	0	This funding will fund eligible HOPWA activities to provide public services to prevent, prepare for, and respond to coronavirus, and its health and economic impacts.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 5				Expected Amount Available Remainder of Con Plan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
ESG-CV	public – federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	28,902,420	0	0	28,902,420	0	This funding will fund eligible ESG activities to provide public services to prevent, prepare for, and respond to coronavirus, and its health and economic impacts.
CDBG-DR Hurricane Ike Round 2 (CDBG-DR2)	public – state	Homeowner rehab Multifamily rental rehab Multifamily rental & new construction Public Improvements	0	0	31,870,000	31,870,000	0	CDBG-DR2 will be used to fund development of affordable single family and multifamily rental homes and repair single family homes to address damage to homes caused by Hurricane Ike. CDBG-DR2 fund will also be used to fund infrastructure improvement projects.
CDBG-DR for the 2015 Flood Events (CDBG-DR15)	public-federal	Homeowner rehab Housing Public Improvements Admin and Planning	0		76,126,895	76,126,895	0	CDBG-DR15 will be used to fund home repair, housing buyout, and infrastructure improvement to address damage from the 2015 flood events and to improve flooding resiliency in the future. As of February 2019, the home repair program is nearing the completion of 18 homes and has 32 homes in the pipeline expected to complete in early PY 2019. HCDD is partnering with Houston Public Works to complete two storm water drainage improvement and street paving projects that are currently in the design phase. Construction is expected to begin in PY 2019.
Homeless Housing Services Program (HHSP)	public – state	Financial Assistance Rapid re-housing (rental assistance) Rental Assistance Services	1,000,000	0	0	1,000,000	0	Organizations applying for HHSP funding are selected through a competitive request for proposal process. Funds are used for local homeless initiatives.
TIRZ Affordable Housing Set-Aside	public - local	Housing	18,000,000	0	0	18,000,000	0	TIRZ Affordable Housing Set-Aside funds are local funds and are often leveraged with federal funding to create a greater impact for low- and moderate-income persons and communities. Housing developments are selected through a competitive request for proposal process.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 5				Expected Amount Available Remainder of Con Plan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
Homeless and Housing Bonds	public – local	Housing	1,100,000	0	0	1,100,000	0	Homeless and Housing Bonds are local funds and often leveraged with federal funding to create a greater impact for low- and moderate-income persons. Housing developments are usually selected through a competitive request for proposal process.
CDBG-DR for the 2016 Flood Events (CDBG-DR16)	public - state	Homeowner rehab Housing Public Improvements Admin and Planning	0	0	23,486,698	23,486,698	0	CDBG-DR16 will be used to address damage from the 2016 flood events and to improve flooding resiliency in the future through a housing buyout program.
CDBG-DR for the 2017 Flood Events (CDBG-DR17)	public - state	Homeowner rehab Homebuyer assistance Multifamily rental new construction Multifamily rental rehab New construction for ownership Housing Acquisition Administration and Planning Economic Development Public Services	0	0	1,222,600,256	1,222,600,256	0	CDBG-DR17 will be used to address impact to housing from Hurricane Harvey through recovery programs such as Homeowner Assistance, Single Family Development, Multifamily Rental, Small Rental, Homebuyer Assistance, Buyout, Public Services, and Economic Revitalization. The Homeowner Assistance Program has implemented and the rest of the housing programs as well as the public services and economic revitalization programs are expected to be underway in PY 2019.

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

HCDD will use a combination of public and private funding to carry out affordable housing activities during the period covered by this Plan. For-profit and non-profit developers partner with HCDD, through the Multifamily Housing Program, to build or rehabilitate affordable housing. These partners use HCDD funding to fill financing gaps. Other development funding must be obtained through additional private and public sources, which may include the following

- Local Tax Incentives and Funding
  - Tax Abatement Ordinance
  - Tax Increment Reinvestment Zones (TIRZ) and TIRZ Affordable Housing Set-Aside
  - Homeless and Housing Bonds
- Federal and State Tax Incentives
- State Funded Bond Programs
- Private Sources

HCDD has been awarded several special grants and will be expending these funds during the next program year to address housing needs in the community, which include CDBG-DR2, CDBG-DR15, CDBG-DR16, CDBG-DR17 and the Homeless Housing Services Program (HHSP). HCDD will continue to research additional funding sources to promote and fund community development activities that further support goals in the Consolidated Plan. For example, HCDD will continue to partner with local financial institutions, such as Houston Housing Finance Corporation (HHFC), to leverage resources and provide gap financing for multifamily and public facilities projects. In PY 2018, HCDD and HHFC jointly funded the construction of HEB, a neighborhood grocery store, in an LMI area that had lacked a grocery store for the past several decades. To leverage resources, HCDD provided gap funding for the project.

Other community development activities also leverage HCDD federal funds to execute the activities identified in the Plan. Public service agencies utilizing CDBG, HOPWA, and ESG funds must provide some level of match. Other City departments funded with entitlement grants leverage these dollars with other resources. For example, HHD leverages CDBG funding with other federal grants for lead-based paint testing and remediation activities.

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 this match. 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 §92.200.

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 Homeless and Housing Bond Funds, TIRZ Affordable Housing Set-Aside funds, private donations from endowments and non-cash contributions including donated or reduced cost land. As reported in the 2017 CAPER, the excess HOME match carried over to the next federal fiscal year was $18,638,837.14. Information regarding the match will be updated in the 2018 CAPER, which will be submitted to HUD in September 2019.

ESG Match. The ESG matching requirement is a one to one match and will be satisfied with CDBG funding from HCDD and both "in-kind" and private funding from subrecipients.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Currently, there are no parcels of City owned land or property that will be used to address the needs identified in this plan. However, new housing development through CHDO set-aside funds may be carried out on land owned by the Land Assemblage Redevelopment Authority (LARA) in the future. The LARA aids, assists and acts on behalf of the City in the performance of certain governmental functions defined or determined by the City Council. Examples of such functions include the acquisition, assemblage, management or development of properties acquired by taxing authorities through foreclosure of delinquent ad valorem taxes.

Discussion

While HCDD is responsible for the provision of assistance to low- and moderate-income Houstonians using the federal entitlement funds and one-time grants, HCDD cannot achieve these goals on its own. There are many other organizations that carry out the strategies listed in this Plan using other federal, local, and private funding sources. For instance, other City of Houston departments provide services to low- and moderate-income residents by utilizing funding from various sources.

In addition, other local agencies and non-governmental organizations receive other federal or state funding to carry out these activities. In its 2019 Annual Plan, the Houston Housing Authority estimated that it would have $208 million to address residents' housing needs in the Houston area, which includes $147 million in Section 8 Housing Choice Voucher Programs.

The Coalition for the Homeless of Houston/Harris County (Coalition) receives and manages the area's McKinney-Vento Homeless Assistance Act funding on behalf of the local Continuum of Care (CoC). In September 2018, the Coalition submitted an application to HUD for over $33 million for fiscal year 2018 funding to address homelessness issues in the region. The application included renewal projects, new projects from reallocations of prior funding, and a permanent housing bonus project.

The Texas Department of Housing and Community Affairs estimates that the Houston area (Region 6) has over $14 million in 9% competitive Housing Tax Credits to award for multifamily affordable housing rehabilitation or new construction in 2019. This amount is not guaranteed, and projects may not be developed within the City of Houston limits.

While some projects or actions may include primarily public funds, public funds alone are insufficient to achieve the goals of this Plan. Private funds from individuals, non-profit organizations, and private organizations are needed. HCDD continues to work with other City departments, local non-profit agencies, and various funding providers to develop coordinated strategies to leverage funding to assist low- and moderate-income persons and households.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Table 7 – Goals Summary

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	2019 Funding	Goal Outcome Indicator
Preserve and expand the supply of affordable housing	2015	2019	Affordable Housing	Citywide	Assistance for homeowners Assistance for renters Assistance for homebuyers	CDBG: $7,999,334 HOME: $8,490,833	Homeowner Housing Rehabilitated: 58 Household Housing Unit Homeowner Housing Added: 10 Household Housing Units Rental Units Constructed: 50 Household Housing Unit Rental Units Rehabilitated: 98 Household Housing Unit Other: 53 Other – Units Abated/Remediated
Expand homeownership opportunities	2015	2019	Affordable Housing	Citywide	Assistance for homebuyers	CDBG: $0	Direct Financial Assistance to Homebuyers: 0 Households Assisted
Provide assistance to persons affected by HIV/AIDS	2015	2019	Affordable Housing	Citywide	Assistance for renters Public service needs	HOPWA: $9,882,076	Tenant-Based Rental Assistance / Rapid Re-housing: 475 Households HIV/AIDS Housing Operations: 300 Households Other: 4,140 – Households -Supportive Services / Housing Information and Referral/Homeless Prevention
Reduce homelessness	2015	2019	Homeless	Citywide	Assistance for renters Homeless Needs	ESG: $2,031,897 CDBG: $500,000	Tenant-based rental assistance / Rapid Re-housing: 100 Households Assisted Homelessness Prevention: 225 Persons Assisted Public Service Activities Other Than Low/Moderate Income Housing Benefit: 26,175 Persons Assisted
Enhance quality of life through the provision of public services	2015	2019	Non-Housing Community Development	Citywide	Public service needs	CDBG: $3,540,149	Public Service Activities Other Than Low/Moderate Income Housing Benefit: 18,367 Persons Assisted
Revitalize communities	2015	2019	Non-Housing Community Development	Citywide	Improvement of neighborhood facilities Neighborhood needs	CDBG: $7,224,745	Public Facility or Infrastructure Activities Other Than Low/Moderate-Income Housing Benefit: 4 Housing Code Enforcement/Foreclosed Property Care: 32,000
Foster community economic development	2015	2019	Non-Housing Community Development	Community Revitalization Areas	Economic development needs	CDBG: $400,000	Businesses assisted: 2 Jobs created/retained: 7
Promote fair housing	2015	2019	Non-Housing Community Development	Citywide	Fair housing needs	CDBG: $150,000	Other: 50,000 Persons Reached with Fair Housing Information

Goal Descriptions

Table 8 – Goal Descriptions

1	**Goal Name**	Preserve and expand the supply of affordable housing
	Goal Description	The City will provide funding for several programs that will include single family home repair, lead-based paint reduction activities, and new construction and rehabilitation of rental units. These activities will help to preserve and expand the supply of affordable housing in Houston.
2	**Goal Name**	Expand homeownership opportunities
	Goal Description	The City will fund direct assistance for homebuyers to increase housing options for low- and moderate-income families.
3	**Goal Name**	Provide assistance to persons affected by HIV/AIDS
	Goal Description	The City will provide funding for housing and services supporting persons who are affected by HIV/HIDS. This goal will also support the goal of reducing homelessness.
4	**Goal Name**	Reduce homelessness
	Goal Description	The City will fund activities that will provide homeless prevention and rapid re-housing activities. It will also provide funding for various public service activities to support those who are homeless or at risk of becoming homeless.
5	**Goal Name**	Enhance quality of life
	Goal Description	The City of Houston will provide funding for various public service activities that will expand or make these services more accessible to low- and moderate-income or special needs persons.
6	**Goal Name**	Revitalize communities
	Goal Description	The City will support activities that will enhance and preserve neighborhoods. Activities may include code enforcement and public facility and infrastructure improvements.
7	**Goal Name**	Foster community economic development
	Goal Description	The City will fund activities related to job creation and business growth to help increase families' incomes and provide goods and services in low- and moderate-income areas.
8	**Goal Name**	Promote fair housing
	Goal Description	The City will fund activities related to the promotion of fair housing through education, outreach, research, and other methods.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

During PY 2019, the City of Houston expects to provide affordable housing as defined by HOME 91.215(b) in the following way

- The Multifamily Housing Program will construct and rehabilitate housing predominately for households with an income under 80% AMI. Most households served by the Multifamily Housing Program are likely to be below 60% AMI to comply with tax credit rules and preferences.
- The CHDO set-aside single family home development program will provide homeownership opportunities to families earning less than 80% AMI.

More information about types of affordable housing that will be available in the next year is provided in section *AP-55 Affordable Housing*.

Projects

AP-35 Projects – 91.220(d)

Introduction

Projects have been selected for inclusion in this Plan based on the priorities in the 2015-2019 Consolidated Plan, analysis of existing funding sources, and public input. These projects align directly with HCDD's primary initiatives: Eliminating Chronic Homelessness, Revitalizing Communities, Fostering Community Economic Development, and Enhancing the Quality of Life. During PY 2019, HCDD will engage in community development activities which include increasing the availability and quality of affordable housing, the delivery of public services, investment in neighborhood facilities, and economic development opportunities. Request for proposals or NOFAs will be conducted before and during the program year to choose locations and subrecipients for some projects.

These projects only represent those funded with federal entitlement grants for PY 2019 and do not signify all activities that will be carried out during the program year by HCDD. Most housing activities, such as repair of single family homes will also use TIRZ Affordable Housing Set-Aside, CDBG-DR15 and CDBG-DR17 funding in addition to entitlement funding during the program year. Similarly, development of single family homes, public services and economic development activities will be using CDBG-DR17 funds to serve Houstonians. The following projects also include special allocations of entitlement grants received by the City in PY 2019, like funding related to COVID-19.

Table 9 – Project Information

#	Project Name
1	Neighborhood Facilities and Improvements
2	Public Services
3	Code Enforcement
4	Economic Development
5	Home Repair Program
6	CDBG Administration
7	Multifamily Housing Program
8	Single Family Home Development
9	HOME Program Administration
10	ESG19 Houston
11	2019-2022 City of Houston TXH19F003 (CoH)
12	2019-2022 Sponsor Agencies TBD TXH19F003 (SpAgTBD)
13	Lead Based Paint Hazard Removal
14	2019-2022 Houston SRO Housing Corp. TXH19F003 (Houston SRO)
15	2019-2022 Houston Area Community Services TXH19F003 (HACS)I
16	2019-2022 AIDS Foundation Houston TXH19F003 (AFH)
17	2019-2022 Catholic Charities of the Archdiocese of Galveston-Houston TXH19F003 (Catholic Charities)
18	Public Services CV
19	Housing Services CV
20	CDBG Administration CV
21	ESG20 Houston
22	CV-COVID-19 2020-2023 CityofHouston TXH20FHW003 (CoH)
23	CV-COVID-19 2020-2023 Sponsor Agencies TBD TXH20FHW003 (SpAgTBD)
24	Tenant Based Rental Assistance (TBRA)
25	2019-2022 Brentwood Community Foundation TXH19F003 (BCF)
26	2019-2022 Association for the Advancement of Mexican-Americans TXH19F003 (AAMA)
27	2019-2022 Access Care of Coastal Texas, Inc. TXH18F003 (ACCT)
28	2019-2022 Coalition for the Homeless of Houston/ Harris County TXH19F003 (Coalition)
29	2019-2022 Houston Help, Inc. TXH19F003 (HELP)
30	2019-2022 A Caring Safe Place TXH18F003 (ACSP)

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

HCDD's funding priorities have not changed from those outlined in the Strategic Plan. The main factors that contributed to targeting funds to specific activities in PY 2019 are

- The stated needs, analysis, and objectives in the 2015-2019 Consolidated Plan
- Priorities stated in each program's solicitation and award guidelines
- Compliance with HUD entitlement grants' (CDBG, HOME, HOPWA, and ESG) rules and regulations
- Cohesion with disaster recovery funds so that community needs are met efficiently

Other elements may also impact annual allocations, including citizen and community input, qualified responses to Request for Proposals and NOFAs, an analysis of prior years' budget and expenditures, and City Council direction. HCDD will continue to partner with the CoC and other organizations in the Houston area. Reducing homelessness continues to be a priority for HCDD. It is expected that one of the priorities given to projects in the public services RFP will include serving the homeless population.

HCDD strives to serve those most in need of assistance. The three main obstacles to meeting the needs of the underserved in Houston are the lack of resources, the lack of service or housing availability, and the lack of knowledge about programs. HCDD will work to leverage its resources with other agencies, assist families to grow their income and build assets, create and make available housing and service opportunities, and advertise available services to the community. More information about future actions to assist the underserved are included in the AP-85 Other Actions section of this Plan.

Projects

AP-38 Project Summary

Project Summary Information

Table 10 – Project Summary

	Project Name	Target Area	Goals Supported	Needs Addressed	Funding
1	Neighborhood Facilities and Improvements	Citywide	Revitalize communities	Improvement of neighborhood facilities	CDBG: $7,224,745
2	Public Services	Citywide	Reduce homelessness Enhance quality of life Foster community economic development	Public service needs	CDBG: $3,540,149
3	Code Enforcement	Areas for Community Reinvestment	Revitalize communities	Neighborhood needs	CDBG: $2,807,843
4	Economic Development	Citywide	Foster community economic development	Economic development needs	CDBG: $400,000
5	Home Repair Program	Citywide	Preserve and expand the supply of affordable housing	Assistance for homeowners	CDBG: $7,424,334
6	CDBG Administration	Citywide	Preserve and expand the supply of affordable housing Expand homeownership opportunities Enhance quality of life Revitalize communities Foster community economic development	Assistance for homeowners Homeless needs Public service needs Improvement of neighborhood facilities Neighborhood needs Economic development needs Assistance for homebuyers	CDBG: $5,618,017
7	Multifamily Housing Program	Citywide	Preserve and expand the supply of affordable housing	Assistance for renters	CDBG: $300,000 HOME: $9,13,889
8	Single Family Home Development	Citywide	Preserve and expand the supply of affordable housing	Assistance for renters Assistance for homeowners	HOME: $1,558,923.84
9	HOME Program Administration	Citywide	Preserve and expand the supply of affordable housing Expand homeownership opportunities	Assistance for renters	HOME: $1,222,657
10	ESG19 Houston	Citywide	Reduce homelessness	Homeless needs	ESG: $2,031,897 CDBG: $500,000
11	2019-2022 City of Houston TXH19F003 (CoH)	Citywide	Provide assistance to persons affected by HIV/AIDS	Assistance for renters Assistance for homeowners Public service needs	HOPWA: $296,462
12	2019-2022 Sponsor Agencies TBD TXH19F003 (SpAgTBD)	Citywide	Provide assistance to persons affected by HIV/AIDS	Assistance for renters Assistance for homeowners Public service needs	HOPWA: $6,340,245.35

13	Lead-Based Paint Hazard Removal	Citywide	Preserve and expand the supply of affordable housing	Assistance for renters Assistance for homeowners	CDBG: $275,000
14	2019-2022 Houston SRO Housing Corp. TXH19F003 (Houston SRO)	Citywide	Provide assistance to persons affected by HIV/AIDS	Assistance for renters Assistance for homeowners Public service needs	HOPWA: $95,604.96
15	2019-2022 Houston Area Community Services TXH19F003 (HACS)	Citywide	Provide assistance to persons affected by HIV/AIDS	Assistance for renters Assistance for homeowners Public service needs	HOPWA: $222,187.57
16	2019-2022 AIDS Foundation Houston TXH19F003 (AFH)	Citywide	Provide assistance to persons affected by HIV/AIDS	Assistance for renters Assistance for homeowners Public service needs	HOPWA: $483,813.47
17	2019-2022 Catholic Charities of the Archdiocese of Galveston-Houston TXH19F003 (Catholic Charities)	Citywide	Provide assistance to persons affected by HIV/AIDS	Assistance for renters Assistance for homeowners Public service needs	HOPWA: $766,557.32
18	Public Services CV	Citywide	Reduce homelessness Enhance quality of life Foster community economic development	Public service needs	CDBG-CV: $10,596,769
19	Housing Services CV	Citywide	Reduce homelessness	Assistance for renters	CDBG-CV: $1,022,224
20	CDBG-CV Administration CV	Citywide	Preserve and expand the supply of affordable housing Reduce homelessness Expand homeownership opportunities Enhance quality of life Revitalize communities Foster community economic development	Assistance for homeowners Assistance for renters Assistance for homebuyers Homeless needs Public service needs Improvement of neighborhood facilities Neighborhood needs Economic development needs	CDBG-CV: $2,904,748
21	ESG20 Houston	Citywide	Reduce homelessness	Homeless needs	ESG-CV: $28,902,420
22	CV-COVID-19 2020-2023 CityofHouston TXH20FHW003 (CoH)	Citywide	Provide assistance to persons affected by HIV/AIDS	Assistance for renters Assistance for homeowners Public service needs	HOPWA-CV: $90,072
23	CV-COVID-19 2020-2023 Sponsor Agencies TBD TXH20FHW003 (SpAgTBD)	Citywide	Provide assistance to persons affected by HIV/AIDS	Assistance for renters Assistance for homeowners Public service needs	HOPWA-CV: $1,411,139
24	Tenant Based Rental Assistance (TBRA)	Citywide	Reduce homelessness Preserve and expand the supply of affordable housing	Assistance for renters Public service needs	HOME: $5,738,788.16
25	2019-2022 Brentwood Community Foundation TXH19F003 (BCF)	Citywide	Provide assistance to persons affected by HIV/AIDS	Assistance for renters Assistance for homeowners Public service needs	HOPWA: $283,789.10
26	2019-2022 Association for the Advancement of Mexican-Americans TXH19F003 (AAMA)	Citywide	Provide assistance to persons affected by HIV/AIDS	Assistance for renters Assistance for homeowners Public service needs	HOPWA: $156,592.69

27	2019-2022 Access Care of Coastal Texas, Inc., TXH17F003 (ACCT)	Citywide	Provide assistance to persons affected by HIV/AIDS	Assistance for renters Assistance for homeowners Public service needs	HOPWA: $607,625.65
28	2019 - 2022 Coalition for the Homeless of Houston/ Harris County TXH18F003 (Coalition)	Citywide	Provide assistance to persons affected by HIV/AIDS	Assistance for renters Assistance for homeowners Public service needs	HOPWA: $66,005.00
29	2019-2022 Houston HELP TXH18F003 (HELP)	Citywide	Provide assistance to persons affected by HIV/AIDS	Assistance for renters Assistance for homeowners Public service needs	HOPWA: $90,149
30	2019-2022 A Caring Safe Place TXH18F003 (ACSP)	Citywide	Provide assistance to persons affected by HIV/AIDS	Assistance for renters Assistance for homeowners Public service needs	HOPWA: $473,049.89

Project Title	**Neighborhood Facilities and Improvements**
Project ID	1
Target Areas	Citywide
Annual Goals Supported	Revitalize communities
Priority Need(s) Addressed	Improvement of neighborhood facilities
Funding	CDBG: $7,224,745
Description	This project includes rehabilitation and construction of neighborhood facilities, parks, and other improvements to facilities and infrastructure in low- and moderate-income areas or facilities serving populations primarily consisting of low- and moderate-income individuals or populations with special needs. Facilities may be publicly or privately owned and examples include and are not limited to, parks, medical facilities, and community centers. The funding amount includes activity delivery expenses, including activities funded from prior years. Projected CDBG program income in the amount of $1,596,099 is estimated to be used for neighborhood facilities and improvement activities. Proposed accomplishments for PY 2019 include the completion of 4 public facilities. The target date for expending these funds is June 30, 2021.
Target Date	6/30/2021
Estimate the number and types of families that will benefit from the proposed activities	These activities are intended to serve thousands of people, primarily those living in low- and moderate-income areas or those with disabilities or other special needs.
Location Description	Various locations.
Planned Activities	Eligible activities include rehabilitation and construction of various public or private facilities, including infrastructure.
Goal Outcome Indicator	4 Other. Public Facility or Infrastructure Activities Other Than Low/Moderate-Income Housing Benefit

Project Title	**Public Services**
Project ID	2
Target Areas	Citywide
Annual Goals Supported	Enhance quality of life Reduce homelessness Foster community economic development
Priority Need(s) Addressed	Public service needs
Funding	CDBG: $3,540,149
Description	An RFP is anticipated to be issued in early PY 2019 for public service projects, and private non-profit agencies and City Departments will be selected soon thereafter. The locations of these activities will be determined after subrecipients are selected. These public services will likely fund homeless services, job training, youth enrichment, child care, and other public services activities. These activities will primarily serve extremely low- and low-income families. Projected CDBG program income in the amount of $26,245 is estimated to be used for public service activities. Proposed accomplishments for PY 2019 include providing services to 18,367 people. The target date for expending these funds is June 30, 2021.
Target Date	6/30/2021
Estimate the number and types of families that will benefit from the proposed activities	These activities will serve approximately 18,367 families that are extremely low-income, low-income, and moderate-income.
Location Description	The locations of activities will be determined after subrecipients are selected.
Planned Activities	Eligible activities will include a variety of public service activities such as employment training, elderly services, health services, and homeless services.
Goal Outcome Indicator	18,367 Persons. Public service activities other than low/moderate-income housing benefit

Project Title	**Code Enforcement**
Project ID	3
Target Areas	Areas for Community Reinvestment
Priority Need(s) Addressed	Neighborhood needs
Annual Goals Supported	Revitalize communities
Funding	CDBG: $2,807,843
Description	This project funds code enforcement activity including site visits and property inspections conducted by the Department of Neighborhoods, increasing the safety and security of low- and moderate-income neighborhoods. Code enforcement staff will evaluate and assess properties that may have violated the City's building codes and pose a threat to the health and safety of low- and moderate-income neighborhoods. During PY 2019, it is estimated City staff will perform 32,000 site visits in Areas for Community Reinvestment. The target date for completing this activity is June 30, 2020. This project also funds title searches performed by the Legal Department associated with the Department of Neighborhoods code enforcement activities to increase the safety and security of low- and moderate-income neighborhoods. During PY 2018, CDBG will fund title searches on properties located in Areas for Community Reinvestment. The funding amount includes activity delivery expenses. The target date for completing this activity is June 30, 2020.
Target Date	6/30/2020
Estimate the number and types of families that will benefit from the proposed activities	This activity will benefit tens of thousands of families living in low- and moderate-income areas where site visits are conducted.
Location Description	Location of these activities will mainly be in Areas for Community Reinvestment.
Planned Activities	These code enforcement activities include inspection of multiple types of property including housing units.
Goal Outcome Indicator	32,000 Housing code enforcement/Foreclosed property care

Project Title	**Economic Development**
Project ID	4
Target Areas	Citywide
Priority Need(s) Addressed	Economic development needs
Annual Goals Supported	Foster community economic development
Funding	CDBG: $400,000
Description	This project funds economic development activities that may include loans to businesses and job creation. Funding includes activity delivery expenses for economic development activities funded in prior years and from other funding sources such as Section 108 or EDI. Proposed accomplishment for PY 2019 will include the creation or retention of 7 jobs. The target date for expending these funds is by June 30, 2020.
Target Date	6/30/2020
Estimate the number and types of families that will benefit from the proposed activities	Activities are proposed to benefit at least 7 low- and moderate-income persons.
Location Description	Subrecipients will be selected during the program year to carry out activities which will determine the location.
Planned Activities	These economic development activities may include loans to businesses in support of job creation or retention or in support expanding services to low- and moderate-income persons or neighborhoods.
Goal Outcome Indicator	7 Jobs

Project Title	**Home Repair Program**
Project ID	5
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for homeowners
Annual Goals Supported	Preserve and expand the supply of affordable housing
Funding	CDBG: $7,424,334
Description	This project will support repair services for single family homes owned by low- and moderate-income persons and includes activity delivery costs. The proposed target date for completing this activity will be June 30, 2021. The total funding amount also includes projected CDBG program income in the amount of $1,700,000 to be expended on Home Rehabilitation.
Target Date	6/30/2021
Estimate the number and types of families that will benefit from the proposed activities	Activities are proposed to benefit 58 of low- and moderate-income households.
Location Description	Location of assistance will be determined through an application process.
Planned Activities	Planned activities may include providing home rehabilitation including repair and/or reconstruction, activity delivery, and addressing lead-based paint hazard.
Goal Outcome Indicator	58 Household Housing Unit: Homeowner Housing Rehabilitated

Project Title	**CDBG Administration**
Project ID	6
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Assistance for homeowners Assistance for homebuyers Homeless needs Public service needs Improvement of neighborhood facilities Addressing neighborhood needs Economic development needs Fair housing needs
Annual Goals Supported	Preserve and expand the supply of affordable housing Expand homeownership opportunities Provide assistance to persons affected by HIV/AIDS Reduce homelessness Enhance quality of life through the provision of public services Revitalize communities Foster community economic development Promote fair housing
Funding	CDBG: $5,618,017
Description	This project will fund HCDD's planning, compliance, financial, and legal oversight activities, which ensure proper use of CDBG funds. This includes funding for the Coalition for the Homeless of Houston/Harris County to assist in planning the Point-In-Time Count; fair housing activities and associated staff costs; the City of Houston's Finance Department, the City of Houston's Legal Department; and HCDD's general planning activities and oversight of projects and organizations funded by CDBG. Projected CDBG program income in the amount of $831,300 is estimated to be used for planning and administration activities. This is an administration activity and will be located at 2100 Travis St, 9th Floor, 77002. The target date for completing this activity is June 30, 2020.
Target Date	6/30/2020
Estimate the number and types of families that will benefit from the proposed activities	This is an administrative activity.
Location Description	This administration activity mainly will take place at 2100 Travis St, Houston, Texas, 77002.
Planned Activities	This project funds planning, administration, and oversight activities associated with and in support of the CDBG Program.
Goal Outcome Indicator	N/A

Project Title	**Multifamily Housing Program**
Project ID	7
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters
Annual Goals Supported	Preserve and expand the supply of affordable housing
Funding	CDBG: $300,000 HOME: $913,889
Description	HCDD's Multifamily Housing Program will expand access to, and improve the quality of, multifamily rental housing for low- and moderate-income residents through multifamily housing acquisition, rehabilitation, or new construction projects. Relocation assistance to households will also be provided, as required. Additional activities may include activity delivery expenses. It is estimated that 50 newly constructed affordable, income-restricted units and 98 rehabilitated income-restricted units will be completed during PY 2019. HCDD will issue an RFP in PY 2019. The outcome of the RFP will determine the locations of projects. The RFP prioritized projects located close to high-frequency transit stops, well-rated schools, neighborhood amenities, such as a grocery store, pharmacy or library, and employment opportunities and other locational factors. Projected HOME program income in the amount of $113,889 is estimated to be used for the Multifamily Housing Program. The estimated completion date for expending these funds is 2023.
Target Date	12/31/2023
Estimate the number and types of families that will benefit from the proposed activities	These activities will benefit approximately 148 low- and moderate-income families. Activities will also serve special needs populations including homeless individuals and families, elderly, and persons with disabilities.
Location Description	The outcome of a future RFP issued or another selection process will determine the locations of projects using PY 2019 funding.
Planned Activities	Planned activities for the Multifamily Housing Program include acquisition/ rehabilitation, new construction, and relocation in support of creating and preserving affordable rental housing units.
Goal Outcome Indicator	50 Rental units constructed 98 Rental units rehabilitated

Project Title	**Single Family Home Development**
Project ID	8
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for homeowners Assistance for renters
Annual Goals Supported	Preserve and expand the supply of affordable housing
Funding	HOME: $1,558,923.84
Description	This project will support the development of new single family home construction through HOME CHDO Set-aside funds. It will support Community Housing Development Organizations (CHDOs) to develop affordable homes to be occupied by low- and moderate-income persons. The expected activities include activity delivery. The proposed target date for completing this activity will be June 30, 2021.
Target Date	6/30/2021
Estimate the number and types of families that will benefit from the proposed activities	Activities are proposed to benefit 10 of low- and moderate-income households.
Location Description	Location of assistance will be determined by funded organization through a solicitation process.
Planned Activities	Planned activities may include providing funding to organizations to construct affordable homes.
Goal Outcome Indicator	10 Household Housing Unit: Homeowner Housing Added

Project Title	**HOME Administration**
Project ID	9
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters
Annual Goals Supported	Preserve and expand the supply of affordable housing
Funding	HOME: $1,222,657
Description	Planning and administration activities associated with, and in support of, the HOME Investment Partnerships Program. The allocation for planning and administration activities will be used to ensure compliance with HOME requirements. Projected HOME program income in the amount of $12,654 is estimated to be used for planning and administration activities. This is an administration activity and will be located at 2100 Travis St, 9th Floor, Houston, TX 77002. The proposed target date for completing this activity will be June 30, 2020.
Target Date	6/30/2020
Estimate the number and types of families that will benefit from the proposed activities	This project funds planning and administration activities associated with, and in support of, the HOME Investment Partnerships Program.
Location Description	This is an administration activity and will be located at 2100 Travis St, 9th Floor, Houston, TX 77002
Planned Activities	This project funds planning, administration, and oversight activities associated with, and in support of, the HOME Program.
Goal Outcome Indicator	N/A

Project Title	**ESG19 Houston**
Project ID	10
Target Areas	Citywide
Priority Need(s) Addressed	Homeless needs
Annual Goals Supported	Reduce homelessness
Funding	ESG: $2,031,897 CDBG: $500,000
Description	Emergency Solutions Grant (ESG) funds support nonprofit organizations that help homeless persons and persons at risk of becoming homeless by providing emergency shelter, housing relocation, and stabilization services. HCDD will allocate $81,516 for the Homeless Management Information System (HMIS), $676,057 for emergency shelter, $407,754 for homeless prevention, $714,178 for rapid re-housing, and $152,392 for Administration to fund HCDD staff. In addition, $500,000 in CDBG matching funds will support ESG subrecipients' activities. HCDD may select subrecipients through an RFP process by fall of 2019 for PY 2019 funding. Selected subrecipients will be located throughout Houston area. The estimated number of primarily extremely low-income persons to be served through these activities is 21,740. The Coalition of the Homeless of Houston/Harris County (Coalition) administers the HMIS in the Houston region. Some ESG funding will support the Coalition and organizations using the HMIS to increase efficiency and effectiveness of serving homeless individuals. The estimated number of individuals' records maintained via HMIS during PY 2019 is 20,000. HMIS and the agencies utilizing the database serve a majority of individuals that are extremely low-income. HMIS is administered at the Coalition for the Homeless Houston/Harris County located at 2000 Crawford St, Suite 700, Houston, Texas, 77002. Funds will also be used to support HCDD staff responsible for oversight of nonprofit subrecipients providing ESG funded services. This is an administration activity and will be located at 2100 Travis St, 9th Floor, Houston, TX 77002. The target date for expending these funds is June 30, 2021.
Target Date	6/30/2021
Estimate the number and types of families that will benefit from the proposed activities	Activities will assist approximately 21,740 extremely low-income persons and families.
Location Description	HCDD may select subrecipients through an RFP process by fall of 2019 for PY 2019 funding. Selected subrecipients will be located throughout Houston.
Planned Activities	The eligible activities include Emergency Shelter, Homeless Prevention, Rapid Re-housing, HMIS, and administration in the ESG Program.
Goal Outcome Indicator	100 Tenant-based rental assistance/Rapid re-housing 225 Homelessness prevention 1,415 Homeless person overnight shelter 20,000 Other – HMIS records maintained 1,685 Other – Persons assisted with ESG match

Project Title	**2019-2022 CityofHouston TXH19F003 (CoH)**
Project ID	11
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Assistance for homeowners Public service needs
Annual Goals Supported	Provide assistance to persons affected by HIV/AIDS
Funding	HOPWA: $296,462
Description	Grantee administration is funding for HCDD administration and oversight of the HOPWA project sponsors. This is an administration activity and will be located at 2100 Travis St, 9th Floor, Houston, TX 77002. The target date for completing these activities is June 30, 2020.
Target Date	6/30/2020
Estimate the number and types of families that will benefit from the proposed activities	The eligible activity is administration of the HOPWA Program.
Location Description	This is an administration activity and will be located at 2100 Travis St, 9th Floor, Houston, TX 77002.
Planned Activities	The eligible activity is administration of the HOPWA Program.
Goal Outcome Indicator	N/A

Project Title	**2019-2022 Sponsor Agencies TBD TXH19F003 (SpAgTBD)**
Project ID	12
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Assistance for homeowners Public service needs
Annual Goals Supported	Provide assistance to persons affected by HIV/AIDS
Funding	HOPWA: $6,340,245.35
Description	This will fund organizations and City departments that administer programs and projects that prevent homelessness and increase access to decent, affordable housing, for those affected by HIV/AIDS. HCDD will allocate $2,329,745 for operating costs, $2,029,445 for supportive services, $3,044,238 for project or tenant based rental assistance, and $1,424,436 for short term rent, mortgage and utility subsidies. HCDD may issue an RFP during PY 2019 to contract with several nonprofit agencies to administer services for up to two years. During PY 2019, these activities are expected to serve 4,915 households who have or are affected by HIV/AIDS. Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA). The target date for completing these activities is June 30, 2021.
Target Date	6/30/2021
Estimate the number and types of families that will benefit from the proposed activities	These activities will serve at least 4,915 households who are affected by a disability, HIV/AIDS.
Location Description	Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA).
Planned Activities	Planned activities include operating costs, supportive services, project or tenant based rental assistance, short-term rent and mortgage and utility assistance, and sponsor administration.
Goal Outcome Indicator	475 Households - Tenant-based rental assistance/Rapid re-housing 300 Households - HIV/AIDS housing operations 4,140 Other – Households - Supportive services / Housing information and referral/Homeless prevention

Project Title	**Lead-Based Paint Hazard Removal**
Project ID	13
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Assistance for homeowners
Annual Goals Supported	Preserve and expand the supply of affordable housing
Funding	CDBG: $275,000
Description	This project funds the Houston Health Department's Bureau of Community and Children's Environmental Health lead hazard activities. HCDD provides matching funds for the Houston Health Department's Lead Hazard Reduction Demonstration (LHRD) Grant Program. Activities include lead inspections and risk assessments. Remediation for single family homes will be located in the city limits of Houston. During PY 2019 it is estimated that 53 homes occupied by low- and moderate-income families will receive lead hazard reduction/remediation. The target date for completing this activity is June 30, 2020.
Target Date	6/30/2020
Estimate the number and types of families that will benefit from the proposed activities	These activities will serve approximately 53 low- and moderate-income households with hazard remediation during PY 2019.
Location Description	The locations of activities will be determined during the program year.
Planned Activities	Eligible activities include lead-based paint/lead hazards testing/abatement.
Goal Outcome Indicator	Other: 53 Other- Units Abated/Remediated

Project Title	**2019-2022 Houston SRO Housing Corporation TXH19F003 (HouSRO)**
Project ID	14
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Public service needs
Annual Goals Supported	Provide assistance to persons affected by HIV/AIDS
Funding	HOPWA: $95,604.96
Description	Houston SRO will provide facility-based housing assistance and supportive services to low-income individuals with HIV/AIDS. These activities expect to serve 29 households in PY 2018 and PY 2019. Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA). The target date for completing these activities is June 30, 2020.
Target Date	6/30/2020
Estimate the number and types of families that will benefit from the proposed activities	These activities will serve at least 29 households who are affected by a disability, HIV/AIDS.
Location Description	Services will be located at a facility in the Houston Eligible Metropolitan Statistical Area (EMSA).
Planned Activities	Planned activities include operating costs and supportive services.
Goal Outcome Indicator	

Project Title	**2019-2022 Houston Area Community Services TXH19F003 (HACS)**
Project ID	15
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Assistance for homeowners Public service needs
Annual Goals Supported	Provide assistance to persons affected by HIV/AIDS
Funding	HOPWA: $222,181.57
Description	Houston Area Community Services (HACS) dba Avenue 360 Health and Wellness will provide TBRA, STRMU, and PHPS to low-income person with HIV/AIDS and their families. The respite care facility will provide housing to homeless individuals with HIV/AIDS and acute medical conditions. The total contract amount of the first contract for this project is up to $8,461,500 over a two-year period. The second contract amount is $3,672,845 over a one-year period. This includes funding from other years (2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, and 2019). Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA). The target date for completing these activities is June 30, 2020.
Target Date	6/30/2022
Estimate the number and types of families that will benefit from the proposed activities	These activities will serve at least 610 households who are affected by a disability, HIV/AIDS.
Location Description	Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA).
Planned Activities	Planned activities include operating costs, supportive services, project or tenant based rental assistance, short-term rent and mortgage and utility assistance, and sponsor administration.
Goal Outcome Indicator	

Project Title	**2019-2022 AIDS Foundation Houston TXH19F003 (AFH)**
Project ID	16
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Public service needs
Annual Goals Supported	Provide assistance to persons affected by HIV/AIDS
Expected Resources	HOPWA: $483,813.47
Description	AIDS Foundation Houston, Inc. provides permanent housing at three facilities. All three provide housing assistance and supportive services to indigent and low-income individuals who are living with HIV/AIDS. Additional supportive services will be provided near Richmond/Rosenberg for residents living with HIV/AIDS.
Target Date	6/30/2022
Estimate the number and types of families that will benefit from the proposed activities	These activities will serve at least 45 households who are affected by a disability, HIV/AIDS.
Location Description	Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA).
Planned Activities	Planned activities include housing operations and supportive services.
Goal Outcome Indicator	45 Households - HIV/AIDS housing operations 45 Other – Households - Supportive services

Project Title	**2019-2022 Catholic Charities TXH19F003 (CC)**
Project ID	17
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Public service needs
Annual Goals Supported	Provide assistance to persons affected by HIV/AIDS
Funding	HOPWA: $766,557.32
Description	HCDD will allocate funding for operating costs, supportive services, project or tenant based rental assistance, short term rent, mortgage and utility subsidies, resource identification/technical assistance/housing information, and sponsor administration. The contract amount is $2,106,216.98 and includes funds from PY 2017, PY 2018, and PY 2019. During PY 2020, these activities are expected to serve households who have or are affected by HIV/AIDS. Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA). The target date for completing these activities is June 30, 2021.
Target Date	6/30/2021
Estimate the number and types of families that will benefit from the proposed activities	These activities will serve households who are affected by a disability, HIV/AIDS.
Location Description	Catholic Charities of the Archdiocese of Galveston-Houston is located 2900 Louisiana Street. Activities will be undertaken in the EMSA.
Planned Activities	Planned activities include TBRA, STRMU, permanent housing placement services, and supportive services.
Goal Outcome Indicator	

Project Title	**CV Public Services**
Project ID	18
Target Areas	Citywide
Annual Goals Supported	Enhance quality of life Reduce homelessness Foster community economic development
Priority Need(s) Addressed	Assistance for renters Homeless needs Public service needs
Funding	CDBG-CV: $10,596,769
Description	This funding will be used to provide public services to prevent, prepare for, and respond to coronavirus. Subrecipients may be selected to provide these services. The locations of these activities will be determined after subrecipients are selected. These public services will likely fund homeless services, health services, and other public services activities to assist residents impacted by the health or economic impacts of the coronavirus. These activities will primarily serve low- and moderate-income families and individuals. The target date for expending these funds is September 30, 2022.
Target Date	9/30/2022
Estimate the number and types of families that will benefit from the proposed activities	These activities will serve 900 that are extremely low-income, low-income, and moderate-income through September 2022.
Location Description	The locations of activities will be determined after subrecipients are selected.
Planned Activities	Eligible activities will include a variety of public service activities such as health services and homeless services to prevent, prepare for, and respond to coronavirus.
Goal Outcome Indicator	900 Persons. Public service activities other than low/moderate-income housing benefit

Project Title	**CV Housing Services**
Project ID	19
Target Areas	Citywide
Annual Goals Supported	Reduce homelessness
Priority Need(s) Addressed	Assistance for renters Public service needs
Funding	CDBG-CV: $1,0122,224
Description	Funding will serve to assist in the administration and support of HOME funded tenant based rental assistance activities. These activities will primarily serve extremely low- and low-income families and individuals. The target date for expending these funds is September 30, 2022.
Target Date	9/30/2022
Estimate the number and types of families that will benefit from the proposed activities	These activities will serve approximately 1,500 extremely low-income, low-income, and moderate-income households through a HOME supported rental assistance program through September 2022.
Location Description	Services will be provided within the City of Houston.
Planned Activities	Eligible activities will include housing services in support of HOME rental assistance activities.
Goal Outcome Indicator	1,500 households with tenant base rental assistance

Project Title	**CV CDBG Administration**
Project ID	20
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Assistance for homeowners Assistance for homebuyers Homeless needs Public service needs Improvement of neighborhood facilities Addressing neighborhood needs Economic development needs Fair housing needs
Annual Goals Supported	Preserve and expand the supply of affordable housing Expand homeownership opportunities Provide assistance to persons affected by HIV/AIDS Reduce homelessness Enhance quality of life through the provision of public services Revitalize communities Foster community economic development Promote fair housing
Funding	CDBG-CV: $2,904,748
Description	This project will fund HCDD's planning, compliance, financial, and legal oversight activities, which ensure proper use of CDBG funds. This may include funding for fair housing activities and associated staff costs; the City of Houston's Finance Department, the City of Houston's Legal Department; and HCDD's general planning activities and oversight of projects and organizations funded by CDBG. This is an administration activity and will be located at 2100 Travis St, 9th Floor, 77002. The target date for completing this activity is September 30, 2022.
Target Date	9/30/2022
Estimate the number and types of families that will benefit from the proposed activities	This is an administrative activity.
Location Description	This administration activity mainly will take place at 2100 Travis St, Houston, Texas, 77002.
Planned Activities	This project funds planning, administration, and oversight activities associated with and in support of the CDBG Program.
Goal Outcome Indicator	N/A

Project Title	**CV ESG20 Houston**
Project ID	21
Target Areas	Citywide
Priority Need(s) Addressed	Homeless needs
Annual Goals Supported	Reduce homelessness
Funding	ESG-CV: $28,902,420
Description	Emergency Solutions Grant (ESG) funds support nonprofit organizations that help homeless persons and prevent, prepare for, and respond to coronavirus by providing street outreach, emergency shelter, housing relocation, and stabilization services. HCDD will allocate $12,425,519 for emergency shelter, $1,707,000 for homeless prevention, $11,879,660 for rapid re-housing, and $2,890,241 for Administration. HCDD may select subrecipients through an RFP process by fall of 2019 for PY 2019 funding. Selected subrecipients will be located throughout Houston area. The estimated number of primarily extremely low-income persons to be served through these activities is 2,290. The Coalition of the Homeless of Houston/Harris County (Coalition) administers the HMIS in the Houston region. Some ESG funding will support the Coalition and organizations using the HMIS to increase efficiency and effectiveness of serving homeless individuals. HMIS and the agencies utilizing the database serve a majority of individuals that are extremely low-income. HMIS is administered at the Coalition for the Homeless Houston/Harris County located at 2000 Crawford St, Suite 700, Houston, Texas, 77002. Funds will also be used to support City staff responsible for oversight of nonprofit subrecipients providing ESG funded services. This administration activity and will be located at 2100 Travis St, 9th Floor, Houston, TX 77002. The target date for expending these funds is September 30, 2022.
Target Date	9/30/2022
Estimate the number and types of families that will benefit from the proposed activities	Activities will assist approximately 21,740 extremely low-income persons and families.
Location Description	HCDD may select subrecipient(s). Selected subrecipient(s) will be located throughout Houston.
Planned Activities	The eligible activities include Street Outreach, Emergency Shelter, Homeless Prevention, Rapid Re-housing, HMIS, and administration in the ESG Program.
Goal Outcome Indicator	30 Street outreach 270 Tenant-based rental assistance/Rapid re-housing 690 Homelessness prevention 1,300 Homeless person overnight shelter

Project Title	**CV-COVID-19 2020-2023 CityofHouston TXH20FHW003 (CoH)**
Project ID	22
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Assistance for homeowners Public service needs
Annual Goals Supported	Provide assistance to persons affected by HIV/AIDS
Funding	HOPWA-CV: $90,072
Description	Grantee administration is funding for HCDD administration and oversight of the HOPWA project sponsors. This is an administration activity and will be located at 2100 Travis St, 9th Floor, Houston, TX 77002. The target date for completing these activities is September 30, 2022.
Target Date	9/30/2022
Estimate the number and types of families that will benefit from the proposed activities	The eligible activity is administration of the HOPWA Program.
Location Description	This is an administration activity and will be located at 2100 Travis St, 9th Floor, Houston, TX 77002.
Planned Activities	The eligible activity is administration of the HOPWA Program.
Goal Outcome Indicator	N/A

Project Title	**CV-COVID-19 2020-2023 Sponsor Agencies TBD TXH20FHW003 (SpAgTBD)**
Project ID	23
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Assistance for homeowners Public service needs
Annual Goals Supported	Provide assistance to persons affected by HIV/AIDS
Funding	HOPWA-CV: $1,411,139
Description	This will fund organizations and City departments that administer programs and projects that prevent homelessness and increase access to decent, affordable housing, for those affected by HIV/AIDS. These activities will also prevent, prepare for, and respond to coronavirus HCDD will allocate $261,018 for supportive services, $200,000 for project or tenant based rental assistance, and $810,010 for short term rent, mortgage and utility subsidies, and $140,111for sponsor administration. HCDD may select one or multiple nonprofit agencies to administer services. Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA). The target date for completing these activities is September 30, 2022.
Target Date	9/30/2022
Estimate the number and types of families that will benefit from the proposed activities	These activities will serve at least 650 households who are affected by a disability, HIV/AIDS.
Location Description	Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA).
Planned Activities	Planned activities include operating costs, supportive services, project or tenant based rental assistance, short-term rent and mortgage and utility assistance, and sponsor administration.
Goal Outcome Indicator	100 Households - Tenant-based rental assistance/Rapid re-housing 500 Households - STRMU 50 Other – Households - Supportive services / Housing information and referral/Homeless prevention

Project Title	**Tenant Based Rental Assistance (TBRA)**
Project ID	24
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Public service needs
Annual Goals Supported	Preserve and expand the supply of affordable housing Reduce homelessness
Expected Resources	HOME: $5,738,788.16
Description	This project will support tenant based rental assistance through the Houston Housing Authority or another agency. The proposed target date for completing this activity will be June 30, 2022.
Target Date	6/30/2022
Estimate the number and types of families that will benefit from the proposed activities	Activities are proposed to benefit 200 low-income households.
Location Description	Location of assistance will be determined by the subrecipient.
Planned Activities	Planned activities may include providing rental assistance and other support to very low-income households.
Goal Outcome Indicator	200 - Households Assisted

Project Title	**2019-2022 Brentwood Community Foundation TXH19F003 (BCF)**
Project ID	25
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Assistance for homeowners Public service needs
Annual Goals Supported	Provide assistance to persons affected by HIV/AIDS
Funding	HOPWA: $283,789.10
Description	STRMU will be provided to low-income persons with HIV/AIDS and their families. The community residence will provide transitional housing to low-income and homeless men with HIV/AIDS. Beginning in PY 2018, this project is expected to serve 498 households who have or are affected by HIV/AIDS. Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA). The target date for completing these activities is June 30, 2021.
Target Date	6/30/2021
Estimate the number and types of families that will benefit from the proposed activities	These activities will serve at least 65 households who are affected by a disability, HIV/AIDS.
Location Description	Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA).
Planned Activities	Planned activities include supportive services, STRMU, and housing operations.
Goal Outcome Indicator	25 Households - HIV/AIDS housing operations 338 Other – Households - STRMU 135 Other – Supportive services

Project Title	**2019-2022 Association for the Advancement of Mexican-Americans TXH19F003 (AAMA)**
Project ID	26
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Assistance for homeowners Public service needs
Annual Goals Supported	Provide assistance to persons affected by HIV/AIDS
Funding	HOPWA: $156,592.69
Description	Association for the Advancement of Mexican-Americans will provide housing supportive services to low-income persons with HIV/AIDS and their families, including those households that are homeless or have unstable housing conditions. Support services will include case management, food/nutritional services, housing placement, transportation, mental health services, HIV medical care, substance abuse counseling, education, legal assistance and life-skills training. Beginning in PY 2019, these activities are expected to serve 85 households who have or are affected by HIV/AIDS. Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA). The target date for completing these activities is June 30, 2021.
Target Date	6/30/2021
Estimate the number and types of families that will benefit from the proposed activities	These activities will serve at least 85 households who are affected by a disability, HIV/AIDS.
Location Description	Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA).
Planned Activities	Planned activities include supportive services.
Goal Outcome Indicator	85 Other – Households - Supportive services

Project Title	**2019-2022 Access Care of Coastal Texas, Inc. TXH18F003 (ACCT)**
Project ID	27
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Public service needs
Annual Goals Supported	Provide assistance to persons affected by HIV/AIDS
Expected Resources	HOPWA: $607,625.65
Description	Access Care of Coastal Texas, Inc. provides individuals and family members with supportive services such as nutritional services, permanent housing placement services and case management, and rental assistance such as short-term payments of mortgage, rent and utility bills and long—term rental assistance in Brazoria and Galveston County. These activities are expected to serve at least 95 unduplicated individuals or households beginning in PY 2018.
Target Date	6/30/2021
Estimate the number and types of families that will benefit from the proposed activities	These activities will serve at least 95 households who are affected by a disability, HIV/AIDS.
Location Description	Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA).
Planned Activities	Planned activities include TBRA, STRMU, housing placement, and supportive services.
Goal Outcome Indicator	50 Households - Tenant-based rental assistance/Rapid re-housing 35 Households – Short-term Rent, Mortgage, and Utilities Assistance 10 Other – Households - Supportive services / Housing information and referral/Homeless prevention / Permanent housing placement services / STRMU

Project Title	**2019-2022 Coalition for the Homeless Houston-Harris County TXH18F003 (Coalition)**
Project ID	28
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Assistance for homeowners Public service needs
Annual Goals Supported	Provide assistance to persons affected by HIV/AIDS
Funding	HOPWA: $66,005.00
Description	The Coalition for the Homeless Houston-Harris County will provide housing assistance through resource identification to establish, coordinate, and develop housing resources for low-income persons with HIV/AIDS and their families. The Coalition will also provide support to organizations using the HMIS to increase the efficiency and effectiveness of the organizations serving homeless individuals. Beginning in PY 2018, these activities are expected to serve 1,625 households who have or are affected by HIV/AIDS. Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA). The target date for completing these activities is June 30, 2021.
Target Date	6/30/2021
Estimate the number and types of families that will benefit from the proposed activities	These activities will serve at least 1,625 households who are affected by a disability, HIV/AIDS.
Location Description	Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA).
Planned Activities	Planned activities include resource identification.
Goal Outcome Indicator	1,625 Other – Households – Resource identification

Project Title	**2019-2022 Houston HELP TXH18F003 (HELP)**
Project ID	29
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Assistance for homeowners Public service needs
Annual Goals Supported	Provide assistance to persons affected by HIV/AIDS
Funding	HOPWA: $90,149
Description	Houston Help, Inc. will provide facility-based housing assistance and supportive services to low-income persons (women and children) with HIV/AIDS and their families. During 2019, these activities are expected to serve 50 households who have or are affected by HIV/AIDS. Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA). The target date for completing these activities is June 30, 2021.
Target Date	6/30/2021
Estimate the number and types of families that will benefit from the proposed activities	These activities will serve at least 50 households who are affected by a disability, HIV/AIDS.
Location Description	Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA).
Planned Activities	Planned activities include operating costs for facility-based transitional housing and supportive services.
Goal Outcome Indicator	50 Households - Supportive Services

Project Title	**2019-2022 A Caring Safe Place TXH18F003 (ACSP)**
Project ID	30
Target Areas	Citywide
Priority Need(s) Addressed	Assistance for renters Assistance for homeowners Public service needs
Annual Goals Supported	Provide assistance to persons affected by HIV/AIDS
Funding	HOPWA: $473,049.89
Description	A Caring Safe Place will provide facility-based housing assistance and supportive services to indigent and lo-income men with chemical addition and alcohol dependency problems who are living with HIV/AIDS. One community residence provides transitional housing and one community residence provides permanent housing. Beginning in PY 2018, these activities are expected to serve 60 households who have or are affected by HIV/AIDS. Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA). The target date for completing these activities is June 30, 2021.
Target Date	6/30/2021
Estimate the number and types of families that will benefit from the proposed activities	These activities will serve at least 60 households who are affected by a disability, HIV/AIDS.
Location Description	Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA).
Planned Activities	Planned activities include operating costs and supportive services.
Goal Outcome Indicator	30 Households - HIV/AIDS housing operations 30 Other – Supportive services

AP-50 Geographic Distribution - 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The known locations of proposed federally funded projects and activities that will occur during PY 2019 relative to the designated low- and moderate-income areas are shown in maps in the Appendix. Locations of the remaining projects and activities that will be initiated during PY 2019 will be determined after solicitation processes are completed and all applicants and developers are identified. Other maps in the Appendix show areas of minority concentration, target areas, and the location of community development activities. Some maps (and boundaries within these areas) included in the Appendix may potentially change with the publication of updated data by HUD or other entities.

HCDD has several local target areas. To provide data driven recommendations for projects and activities that foster investment in areas demonstrating the most need, HCDD staff have analyzed demographic and socio-economic indicators in select geographic units called Super Neighborhoods to create the Areas for Community Reinvestment. This data was updated for PY 2019 to include the most recent data. The following six demographic and income characteristics of Houston's eighty-eight Super Neighborhoods were considered in the analysis to develop the Areas for Community Reinvestment

- Low- to Moderate-Income (LMI) Population
- The Land Assemblage Redevelopment Authority (LARA) Owned Lots
- Commercial Investment (HCDD Funded) Multifamily and Public Facilities
- Concentration of Multifamily Housing Stock (2016 American Community Survey)
- Designated Demolition and Demolished Buildings Sites
- City of Houston Capital Improvement Plan (CIP Projects)

In 2017, Mayor Turner announced an initiative called Complete Communities. This City initiative expects to improve neighborhoods by working closely with residents to select and implement various strategies. The five pilot neighborhoods are historically under-resourced, have some level of community capacity, and have diverse populations and development patterns that will result in a variety of interventions that could scale up to become citywide. Currently, the Planning and Development Department is in the process of creating a long-range planning/implementation document unique to each of the five communities.

The five pilot Complete Communities are a group of neighborhoods that represent a diversity of conditions and challenges. Acres homes is a historically African-American neighborhood with a semi-rural character. It has a mix of large residential lots that allow livestock along with small lots in suburban style subdivisions. There is little commercial or industrial development. Gulfton is a diverse, densely populated neighborhood with a sizable immigrant population from Central and South America. It has a number of large apartment complexes, some single family homes and scattered commercial and industrial activity. The third Complete Community is Near Northside. The northern portion of Near Northside primarily has single family land use with larger residential lots than the southern portion of the community, which has smaller wood-frame homes. Commercial properties are scattered throughout the area and more than half the housing in Near Northside is renter occupied.

The Second Ward Complete Community was a commercial and manufacturing hub in the past but commercial activity and manufacturing jobs have declined since the 1980s. Several historically and culturally significant neighborhoods have persevered even though most housing was built before World War II. More than 60% of the homes are renter occupied and the neighborhood also has a public housing development located at its western edge. The Third Ward neighborhood is home to some important institutions to Houston's African-American community, including Texas Southern University, Emancipation Park, Riverside Hospital, and many prominent churches. Most housing stock in the neighborhood is from the 1960s and earlier, however, development pressures are leading to new townhome construction and gentrification in the northern section of the community. More than 70% of the homes in the neighborhood are renter occupied.

Table 11 - Geographic Distribution

Target Area
Areas for Community Reinvestment
Complete Communities: Acres Homes
Complete Communities: Gulfton
Complete Communities: Near Northside
Complete Communities: Second Ward
Complete Communities: Third Ward

During the request for proposal (RFP) or NOFA processes held in PY 2018, HCDD prioritized multifamily developments in Complete Communities, and expects to continue to prioritize these areas in RFPs issued for multifamily rehabilitation and construction and public facilities projects in PY 2019.

Rationale for the priorities for allocating investments geographically

The City is mindful of the location of current and planned assistance and seeks to ensure equitable distribution of funding to serve families in need across the City. The goal of the target areas is to take the limited funding HCDD receives and leverage it with private investment within these areas. Establishing target areas allows HCDD and the City to analyze indicators that help provide data-driven recommendations for projects and activities in investment areas that demonstrate need and opportunity.

Establishing target areas helps HCDD direct funding and activities to certain areas of the City to enhance these areas while also preserving affordability. The basis for choosing target areas for investment is to consolidate scarce funding to create major improvements in selected areas of the City in need. Areas of Community Reinvestment and Complete Communities Pilot Neighborhoods have been selected based on recent data and future public involvement. Funding for code enforcement activities will be geographically targeted to only Areas for Community Reinvestment. Other entitlement funds, mostly related to housing, economic development, and public facility improvements will be prioritized in these target areas because these are neighborhoods that have been historically under-resourced.

Discussion

The Planning and Development Department has performed extensive outreach in each of the Complete Communities to civic leaders and residents, which includes small group meetings and local events as well as large public meetings. In consultation with the public, the department developed neighborhood-specific actions plans for each of the five neighborhoods. Projects in these action plans will be implemented with the help of various partners and funding sources.

Affordable Housing

AP-55 Affordable Housing - 91.220(g)

Introduction

There is a lack of decent, affordable housing choice in Houston. HCDD employs a variety of approaches to maintain, create, and improve the quality of affordable housing in the city. In PY 2019, HCDD will administer the following programs to preserve and increase access to affordable housing

- Multifamily Housing Program – new construction and rehabilitation
- Single Family Programs – repair and homebuyer assistance (CDBG-DR)
- CHDO – supporting community organizations to develop affordable housing
- HOPWA – TBRA and STRMU assistance
- ESG – housing relocation and rapid re-housing

The following tables estimate the annual goals for affordable housing for the next year. Please note that the categories in the tables are not mutually exclusive, for example, a homeless household may also be a special needs household.

Table 12 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households to be Supported	
Homeless	100
Non-Homeless	216
Special-Needs	1,275
Total	1,591

Table 13 - One Year Goals for Affordable Housing by Support Type

One Year Goals for the Number of Households Supported Through	
Rental Assistance	1,375
The Production of New Units	60
Rehab of Existing Units	156
Acquisition of Existing Units	0
Total	1,591

Discussion

When HCDD issues a request for proposal for the development of housing, HCDD staff hosts an information session providing an overview of expectations and regulations for all interested development teams, including discussion about Section 3, Davis Bacon, accessibility, fair housing, and MBE/SBE. When HCDD partners with developers to build or rehabilitate affordable housing with entitlement funds, developer contracts include requirements to comply with both the Federal Fair Housing Act and Section 504 of the Rehabilitation act of 1973. In addition, HCDD staff review selected sites to ensure compliance to site and neighborhood standards, when using HOME funds, and environmental requirements.

Hurricane Harvey has greatly increased the need for affordable housing in Houston and affordable housing continues to be among HCDD's highest priorities. In the past few years, CDBG-DR funding for Hurricane Ike and Hurricane Harvey and the 2015 and 2016 flood events has significantly increased the resources available to assist low- and moderate-income families in the City of Houston. HCDD continues to build capacity, remain flexible, and increase efficiency to best serve residents. To address a variety of home rehabilitation needs in PY 2019, HCDD will continue to use Tax Increment Reinvestment Zone (TIRZ) Affordable Housing Set-Aside, CDBG-DR-15 and CDBG-DR17 funding for single family home rehabilitation activities. In PY 2019, while HCDD will continue to prioritize construction and rehabilitation of single family homes to expand the supply of affordable single family homes.

AP-60 Public Housing - 91.200(h)

Introduction

The Houston Housing Authority (HHA) is the public housing authority that operates within, and directly outside, the City limits of Houston. HHA provides affordable homes and services to more than 60,000 low-income Houstonians, including over 17,000 families housed through the Housing Choice Voucher Program. HHA and its affiliates own and operate 25 housing communities with more than 5,500 units for families, elderly, persons with disabilities, and other residents. HHA also administers the nation's third largest voucher program exclusively serving homeless veterans.

The following highlights HHA's program accomplishments occurring in calendar year 2018.

- **Put Residents to Work** - HHA enrolled over 484 participants in the JOBS Plus and Section 3 program resulting in 227 becoming gainfully employed.
- **Housed More Families** - Utilized 98% of its voucher authority. Resumed issuing vouchers from the 2016 HCVP Waitlist. Received 184 additional vouchers from HUD.
- **Helped Homeless Veterans** - Provided housing assistance to about 1,000 homeless veterans through the VASH program each month.
- **New Development**- Completed the construction on 154 units of new affordable housing in Independence Heights.
- **Improved Energy Efficiency**- The energy efficiency improvements saved over $2.5 million.

In 2019, HHA plans to reinvest in Houston communities with the acquisition of new units. Additionally, HHA public housing suffered damage to over 400 units, and HHA will repair the substantial majority of its portfolio to pre-Hurricane Harvey status. HHA will also dispose of two properties (Clayton Homes and Kelly Village (partial)) planned for eminent domain acquisition by TXDOT; TXDOT plans will require demolition of the units. HHA also plans to demolish one flood damaged building at Irvington Village that is in the floodway.

The information in this section, AP-60, was provided by the Houston Housing Authority.

Actions planned during the next year to address the needs to public housing

Years of federal disinvestment in the Public Housing Capital Fund Program (CFP), coupled with damage caused by Hurricane Ike and Harvey, have created a significant backlog of capital needs across the HHA's portfolio. A recently completed Physical Needs Assessment values the current capital backlog at approximately $50 million.

While HHA will expend its CFP allocation of $4 million to address the most severe capital needs, without additional funding, HHA will remain significantly short of the support required to adequately address the portfolio's documented capital needs. Additionally, as the need to rehabilitate existing housing stock grows, so too does the need for affordable housing, with over 19,000 families currently on HHA's waiting list for a public housing unit.

The following are major capital improvements that will take place through 2019.

- Allen Parkway Village, eight buildings will undergo wall removal and replacement of interior and exterior wall components and roofing project completion. There will also be portfolio-wide continuation of appliance replacement and repair of fire and flood damaged units.
- HHA is considering applying for a portfolio wide application for the Rental Assistance Demonstration (RAD) Program.
- HHA will begin new construction of approximately 31 units located on a site in the Fifth Ward near the intersection of Lyons and Worms. The units will receive the benefit of ACC Subsidy.

HHA will pursue a number of new mixed finance development through the RFP process to receive CDBG-DR funds along with using Capital Funds including acquisition of sites for new housing development. HHA is reviewing several opportunities to purchase land in high opportunity areas and to acquire units at existing tax credit developments

whereby 10-20% of units therein would be converted to ACC. HHA will pursue a number of new mixed finance development through the RFP process to receive CDBG-DR funds along with using Capital Funds including acquisition of sites for new housing development

HHA may commit public housing operating reserves, including but not limited to the proceeds from the disposition of public housing properties, with HUD's approval under the Operating Fund Financing Program for eligible mixed finance development transactions or Replacement Housing Fund (RHF).

HHA may pursue a Choice Neighborhoods Planning or Implementation grant for Grants and Promise Zones for the following properties

- Cuney Homes
- Kelly Village

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Resident Involvement. HHA employs various strategies to promote public housing resident involvement in HHA's policy development and strategic decision-making processes. HHA encourages residents to become involved through participation in Resident Councils, which operate at most public housing developments. Staff from HHA's Client Services Department provides technical assistance to Resident Council members and helps to 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 HHA staff 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. Also, residents and Resident Council officers actively participate in the PHA planning process to annually review and revise management processes.

Participation in Homeownership. HHA staff work to promote the Family Self-Sufficiency (FSS) Program to public housing and voucher participants. The FSS Program allows participants to establish an interest-bearing escrow account during the five-year program which includes job training, employment counseling, case management services, household skill training, and homeownership counseling. Upon fulfillment of the program, families receive the funds in the escrow account which may be used to purchase housing through the Housing Choice Voucher Homeownership Program.

The Housing Choice Voucher Homeownership Program is a federally funded program that allows families with a Housing Choice Voucher to use the voucher as part of their monthly mortgage payment to purchase a home rather than rent. The Homeownership Program is for first time homebuyers, a person who does not own a home or has not owned a home during the past three years.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

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.

Discussion

HHA is responsible for adopting a payment standard schedule that establishes voucher payment standard amounts for each Fair Market Rent (FMR) area in HHA's jurisdiction. HHA staff will pursue an additional payment standard

increase for high opportunity neighborhoods. HHA has added a forth payment standard for high opportunity neighborhoods. The 2019 payment standards are currently 130%, 110%, 101%, 92% of the HUD established FMRs.

AP-65 Homeless and Other Special Needs Activities - 91.200(i)

Introduction

The City of Houston works closely with the Coalition for the Homeless of Houston/Harris County (Coalition) and with other members of the Houston/Harris County Continuum of Care (CoC), to align priorities and funding to address the needs of residents experiencing or at risk of homelessness. HCDD Director serves on the CoC Steering Committee in an ex officio position to provide governance and oversite to CoC policies and procedures.

In November 2018, the Coalition for the Homeless hosted the CoC's Community Conversation to update the CoC strategic plan for 2020 and beyond. Over two hundred stakeholders including persons with lived experience participated in the facilitated strategic planning discussion. Afterwards, stakeholders gave further input on the report and action plan via a system survey. The community conversation led to the establishment of five areas of focus: vulnerable populations, youth and young adults, all adults (without subpopulation designation), other system connections and future funding. The community conversation also established a standard of applying a racial equity and social justice lens to all CoC work.

The CoC previously updated their strategic plan to outline the goals and strategies for the coming years.

Goal 1: End Chronic Homelessness by 2018
Goal 2: Maintain Steady State on Veteran Homelessness
Goal 3: End Family Homelessness by 2020
Goal 4: End Youth Homelessness by 2020
Goal 4: Set a Path to End All Homelessness

The Way Home Continuum of Care's (CoC) most recent Action Plan details activities and goals for the coming year. The goals for the next year focus on strategies to end family homelessness by continuing to utilize and expand Rapid Re-housing (RRH) programs. Additional activities include managing and expanding the Income Now Initiative, which is a collaborative effort to provide mainstream competitive employment to persons and families who are homeless, reviewing RRH outcomes, reviewing system-wide performance expectations, and developing a response to youth homelessness, particularly underage/runaway youth, as well as youth aging out of foster care. Major activities are outlined below.

Continued oversight and creation of Permanent Housing, including RRH, and other targeted affordable housing development linked to system-wide homeless prevention and diversion activities

- Host a pipeline committee comprised of major funders to coordinate funding and guide new development and turnover of existing PSH units
- Prioritize public and private capital, operating, and service resources to support PSH development and targeted affordable housing development, including SRO or pay by day facilities and inclusion of restricted 30% AMI units in mainstream affordable housing development
- Increase capital investments for targeted affordable housing development in support of diversion and prevention activities, particularly for non-chronically homeless single individuals

Continued implementation of the integrated care service delivery model for PSH units in the pipeline

- Nurture new partnerships between Federally Qualified Health Centers, Mental Healthcare Providers, and Homeless Service Providers
- Manage a pilot project with State Medicaid and Managed Care Organizations to fund supportive housing services
- Connect integrated care teams to new and existing PSH units as they become operational

Implement a single coordinated intake, assessment, triage, and central referral system for al all homeless housing interventions

- Manage the Coordinated Access system including income triage, assessment and referral
- Make Coordinated Access available via a call center across the CoC

- Connect the Coordinated Access system to shelter, transitional housing, and other diversion and prevention programs

Standardize and expand Rapid Re-housing (RRH)

- Combine federal, state, and local resources to create a single standardized RRH model across the CoC and ensure maintenance and scaling
- Continue to prioritize resources for RRH and linked prevention activities to build a safety net system for homeless and at-risk families

Maintain and expand the Income Now Initiative

- Transition all Income Now workforce referrals to Workforce Solutions
- Monitor data and performance for workforce outcomes
- Increased SOAR system capacity to handle 350 referrals annually by adding 3-5 additional system dedicated disability workers
- Design and implement a self-sustaining Supported Employment Intervention and create partnerships with Vocational Rehabilitation Services and Ticket to Work

Implement performance expectations for the entire CoC

- Apply performance standards to all programs operating in the CoC and use performance to determine future funding awards and possible reallocation or repurposing of existing resources in support of the CoC strategic plan

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including (narrative for the following 1-4):

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

HCDD provides ESG and CDBG funding to social service organizations to assess the needs of homeless persons and will continue to support organizations to create a more robust social service system to address unmet needs. Additionally, the Coalition hosts a minimum of three consumer forums annually including focus groups from populations identified in the community conversation. From the consumer input forums, two designated consumers hold standing ex officio seats on the CoC steering committee.

The Coalition collaborates with service agencies and others in the public sector to analyze existing needs to identify and address funding gaps. The Homeless Point-In-Time (PIT) Count and the Community Needs Assessment, organized by the Coalition, annually assesses the characteristics of the homeless population in and around Houston. This is important data used by the Coalition and its stakeholders to track the changing needs of the homeless. In PY 2019, HCDD will continue to financially support the Coalition's preparation for the 2019 PIT Count. Additionally, the CoC hosts a minimum of two Consumer Input Forums annually to obtain input on the action plan from current and formerly homeless individuals and families.

In 2014, the CoC implemented a coordinated assessment system ensuring standardized assessment for any homeless individual at a variety of access points. This system functions to triage, assess, match and refer homeless individuals to the most appropriate permanent housing option across the continuum. This is now the primary referral method for most homeless beds and functions as the sole referral source for PSH. This system expanded in 2016 and is optimizing access for both sheltered and unsheltered homeless individuals seeking support across the City. Outreach workers are trained as assessors and navigators ensuring unsheltered homeless individuals full access to all housing opportunities and services. The coordinated assessment system now has the capability to refer families or singles to rapid re-housing services.

Addressing the emergency shelter and transitional housing needs of homeless persons

HCDD continues to fund social service agencies providing emergency shelter for homeless individuals and families. Services will include case management, direct rent or utility assistance, and operations costs associated with overnight shelter. HCDD's ESG funding will address emergency shelter needs as discussed later in the section. As part of the planning process for community-wide coordination of ESG implementation and the restructuring of the CoC funding process, the CoC continues to collaborate with local ESG recipients to ensure the right-size of the system for emergency shelter, transitional housing, and rapid re-housing ultimately shifting resources toward permanent housing options. This coupled with enhanced diversion and prevention resources will dramatically reduce demand for emergency shelter and will ultimately allow the system to reach equilibrium and end homelessness.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

HCDD is completing the homeless initiative and has completed its goal of 2,500 permanent supportive housing units. HCDD's Multifamily Housing program continues to encourage the creation of Permanent Supportive Housing.

HCDD is also committed to blending federal, state, and local resources in partnership with Harris County and the CoC to fund rapid re-housing for families with children, veterans, and unaccompanied youth. Rapid re-housing assists households to rapidly return to permanent housing by offering short-term case management and financial assistance. This intervention has proven to be more than 90% effective in returning families to housing stabilization. A system mapping exercise performed under HUD technical assistance revealed that approximately 30% of Houston's homeless population will require rapid re-housing to stabilize.

The coordinated assessment system, described previously in this section, will act as the process for identifying people who are homeless and most in need of PSH or rapid re-housing, which include people who are chronically homeless, families with children, veterans, persons fleeing domestic violence, and unaccompanied youth.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

HCDD will fund several agencies that deliver homelessness prevention assistance from various federal and state grants, providing

- 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
- Mortgage payments

Preventing homelessness, especially family homelessness, is a priority for the City and its partner, the Coalition. The Coalition assists Houston's homeless service 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."

As part of the planning process for community-wide coordination of ESG and CoC funding process implementation, the Coalition is collaborating with local ESG recipients. The CoC plans to develop a homelessness prevention eligibility standard to target those most at-risk of becoming literally homeless. This standard 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. A warm hand-off is an approach in which a staff member of the initial intake agency provides a face-to-face introduction of a homeless person to another provider to which the person is being referred.

The CoC continues to execute memorandums of understanding (MOUs) 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 the ESG programs. The purpose of developing MOUs is to help clients easily access mainstream services that might have a cumbersome application process or lengthy waitlist. This includes developing protocols for warm-handoffs to United Way's THRIVE programs to enhance family self-sufficiency and financial mobility. Mainstream services will include those listed in 24 CFR 576.400 (c), as well as those in the SOAR program, and locally-funded programs to assist with increasing income and improving health.

The Coalition, 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 discussing data and alternatives
- Utilizing data to inform broader strategic planning processes

The CoC has several discharge policies to coordinate community-wide assistance to address youths aging out of foster care, persons exiting health care and mental health institutions, and persons discharged from correctional institutions. With the introduction of the coordinated placement system, these institutions are being invited to coordinate discharge planning activities to prevent homelessness. Protocols have been developed to connect with Harris County Jail and several emergency rooms and hospitals across the jurisdiction.

Discussion

HCDD has established a contractual relationship with the Coalition for the Homeless of Houston/Harris County (Coalition) to manage efforts related to addressing chronic and family homelessness. The City continues to support the Coalition's efforts by providing HCDD staff assistance and CDBG, ESG, HHSP, and Homeless and Housing Bond funding for

- Implementing and operating the Homeless Management Information System (HMIS)
- Developing and implementing a Strategic Plan to End Chronic Homelessness
- Planning and prevention activities
- Homeless Count and Survey
- TX-700 Continuum of Care (CoC) Collaborative Grant Application for Cities of Houston, Conroe, and Pasadena, and Harris, Montgomery and Fort Bend Counties
- Performance measurement of CoC funded programs and projects
- Managing Coordinated Access for the CoC system
- CoC Steering Committee and workgroups

The Coalition continues to administer HMIS for contributing homeless organizations within CoC. Since its initial implementation in 2004, HMIS has grown to become the major repository of homeless assistance and homelessness prevention data in the community. An increasing number of federal and local funders now require HMIS participation, and its data is regularly used for various reports and analyses.

At the end of 2018, there were 238 programs and 720 individual users actively participating in the HMIS. The database consisted of 260,346 unique client records. Most clients served before 2010 were literally homeless individuals, but a growing segment now represents at-risk clients assisted by homelessness prevention programs, including those funded by Supportive Services for Veteran Families Program, ESG, HOPWA, and local food banks. Of the 59,410 clients enrolled in any HMIS programs during 2018, there were 28,734 literally homeless individuals – an increase of about 800 literally homeless from 2017.

The Coordinated Access system continues to be a key component of the HMIS. All HUD-funded Permanent Supportive Housing and Rapid-Rehousing projects are required to accept new clients through Coordinated Access referrals. Between the Coordinated Access system's launch in early 2014 and the end of 2018, 15,371 clients were assessed for housing, of which 2,955 were placed in PSH and 4,754 persons were placed in rapid re-housing. Through the Income Now initiative, 1,368 clients were referred to Workforce Solutions for employment and income services.

HMIS software ClientTrack is provided by Eccovia Solutions, a privately held company. The Coalition's HMIS support team includes six staff members. As part of their daily activities, the support team continues to implement several proactive data quality measures and it monitors the HMIS to ensure completeness, accuracy, and standardized the data collection processes. Support specialists work with the CoC agencies by offering ongoing training and technical assistance, both individually and in groups. Site visits to partners are conducted on an annual basis to confirm bed inventory for the homeless count as well as to provide data quality scoring for the NOFA application. The team also issues monthly newsletters and hosts quarterly HMIS forums with the provider community, to discuss recent activities, ongoing data quality issues, and future developments.

AP-70 HOPWA Goals

Table 14 - HOPWA Goals

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	800
Tenant-based rental assistance	475
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	245
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	55
Total	1,575

AP-75 Barriers to affordable housing - 91.220(j)

Introduction

As listed in the 2015-2019 Consolidated Plan, the most critical barriers to the production and preservation of affordable housing include the following.

Current market conditions

Over the past several years, the residential market in Houston has become one of the most sought after in the nation. As the market has boomed, affordable housing development has become more expensive to produce. According to the Houston Association of Realtors, the Houston real estate market set new records in 2017 and has continued to do well in 2018, despite the effects of Hurricane Harvey. Home prices have continued to climb, as have land and construction costs. The supply or inventory of homes in the region has also shrunk as residents affected by Hurricane Harvey have sought replacement housing for their damaged homes. Consequently, market conditions have tightened and reduced the number of units that can be created with limited funds.

Deterioration of housing stock

Houston's housing stock is aging. Many properties built before 1978 may have environmental hazards such as lead-based paint. Due to remediation and other rehabilitation work required to bring units to current code standards, repairs and rehabilitation work may be prohibitively expensive for homeowners or owners of rental properties.

Insufficient availability of current financial resources to address affordable housing needs

As identified by the public during the development of the 2015-2019 Consolidated Plan, a scarcity of resources was named the greatest barrier for residents finding and maintaining housing and was the greatest barrier to fair housing choice in Houston. Over the past year, wage growth has been very modest. However, federal funding to address disaster recovery has been made available to the City and will help improve the affordability of homes in Houston in the long-term.

Lack of communication between government and residents

Resident feedback from the development of the 2015-2019 Consolidated Plan noted that the most significant challenge faced by the City to promote fair housing is communication with residents about housing discrimination, fair housing laws and rights, and the City programs available to them. Opening more avenues of communication between residents and the City will help address impediments such as a lack of understanding and promotion of fair housing. The importance of this lack of communication also is reflected in one of the 12 core strategies from the Houston General Plan: communicate clearly and with transparency.

Lack of regulation

The lack of some regulations limits the ways in which the City could potentially achieve decent, safe, affordable housing. One example of how the lack of regulation may affect quality affordable housing supply is having no regulatory development tools, such as inclusionary zoning, that require new developments in certain qualifying neighborhoods to have a percentage of units affordable to low- and moderate-income person. Instead, Houston's greatest tool to promote affordable housing is through the use of incentives.

Regulation

Municipal, State and Federal regulations may, in some instances, increase the cost of or the time to develop affordable housing. While some of HUD's regulations relating to noise, environmental, or site and neighborhood standards are needed to protect future affordable housing residents and existing neighborhoods, these additional requirements add costs to affordable housing developers that developers in the private market do not have to share. Some could view these additional regulations as barriers to developing affordable housing.

NIMBY
Sometimes residents oppose affordable housing developments based on the location. This is known as NIMBY (Not In My Backyard) resistance. Additional information about actions addressing NIMBY is located in the Affirmatively Furthering Fair Housing section in the Appendix.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The proposed actions to address barriers in PY 2019 are described below, and other actions to overcome impediments to fair housing are located in the Appendix and titled *Affirmatively Furthering Fair Housing*.

Address housing market conditions that inhibit low- and moderate-income persons from obtaining decent housing

- Increase affordable housing supply by funding acquisition, rehabilitation, and new construction of affordable rental and homeowner housing
- Assist low- and moderate-income families achieve homeownership by providing them with downpayment and closing cost assistance using non-entitlement funding sources
- Expand housing repair activities, using multiple funding sources to lower the cost of home maintenance and improve housing stock
- Work with lending institutions to provide housing for underserved populations

Invest in building code enforcement and lead hazard remediation to abate deterioration of housing stock

- Improve housing stock for low- and moderate-income homeowners through the repair of single family homes, using entitlement and non-entitlement funding sources
- Reduce lead-based paint hazards in low- and moderate-income housing units by partnering with HHD and providing matching funding for federal grants
- Engage in code enforcement activities carried out by the City's Department of Neighborhoods to address code violations

Strengthen intergovernmental relationships to resolve regulatory issues

- Inform and communicate with the Texas Department of Housing and Community Affairs (TDHCA) about updates to the Qualified Allocation Plan (QAP)
- Coordinate with local HUD officials and request waivers to certain HUD standards, as needed.
- Continually improve HCDD's monitoring and compliance function 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 and public service agencies regarding new or changing requirements
- Continue to refer fair housing complaints to substantially equivalent agencies and the regional HUD office, which are equipped and trained to manage such complaints effectively and efficiently

Use education to encourage policy decisions and public support that positively impact affordable housing

- Educate city officials and staff about fair housing issues to improve the understanding and impact of municipal laws and regulations on affordable housing through presentations and meetings organized by HCDD staff
- Prepare information and materials about impediments impacting affordable housing, for use in presentations and meetings organized by or with HCDD staff, for stakeholders and community groups
- Engage fair housing and affordable housing advocates to elevate affordable housing issues in the public
- Create marketing materials, such as videos, to promote the importance of providing safe, affordable housing, through HCDD's activities

Discussion

HCDD will continue to pursue innovative partnerships, locate additional funding sources, and engage in comprehensive planning efforts with regional entities to reduce and remove barriers to affordable housing and fair housing choice. HCDD will continue to use partnerships to reach out to residents for input and to pursue other funding to benefit residents. Also, HCDD will foster collaboration with housing and service providers to enhance existing strategies and implement new strategies to address affordable housing barriers. The City of Houston is committed to improving communities by performing research and analysis, collecting citizen input, and exploring best practices to inform programs and activities and to remove barriers to affordable housing.

AP-85 Other Actions

Introduction

The following describes the planned actions or strategies that the City of Houston will pursue in the next year to

- Address obstacles to meeting underserved needs
- Foster and maintain affordable housing
- Reduce lead-based paint hazards
- Reduce the number of poverty-level families
- Develop institutional structure
- Enhance coordination

Actions planned to address obstacles to meeting underserved needs

The underserved are defined as LMI households that have a member that is elderly, is a child, has a disability, or has a quality of life-limiting medical condition. The underserved also include individuals experiencing homelessness or are victims of domestic violence. Characteristics of the underserved population may include fixed incomes, unemployment or underemployment, living in aging housing stock, language barriers, and physical limitations to access services.

In PY 2019, HCDD will strive to overcome the three main obstacles of the underserved by

Leveraging its resources

- HCDD will continue to implement programs through special grants and to support funding applications for various non-profit agencies. HCDD will continue partnering with housing and service organizations to create permanent supportive housing units for the homeless.
- HCDD staff will continue to research, apply for, and manage competitive and non-competitive grant opportunities to fund and enhance community development activities in Houston.
- HCDD will research ways in which funded activities can be paired with other funding sources or programs to lower costs for residents or make services more available.
- The request for proposals for public services, public facilities, and multifamily development may prioritize projects that leverage other funding sources with entitlement funds.
- HCDD will continue to seek partnerships with entities in the private sector, such as banks, realtors, builders, and non-profits to fund trainings and utilize volunteered resources.

Assisting households increase their income and assets

- HCDD will continue to fund public services including job training and other assistance programs, like childcare, to help individuals secure a job to increase their family income.
- HCDD's Compliance Division facilitates training and monitors routinely for contractual compliance to ensure that contractors are adhering to Section 3 guidelines to provide job training and employment and contract opportunities to low-income residents. This Division will also enforce the Davis Bacon Act to ensure contractors and sub-contractors pay the prevailing wage rates to employees.
- The Homebuyer Assistance Program provides financial assistance to income eligible households that otherwise could not afford to sustain a home purchase due to limited savings.
- HCDD will continue to look for new ways to create job opportunities for low- and moderate-income persons through existing funding resources, like Section 108 and EDI funds.
- HCDD will continue to support subrecipients involved in local initiatives helping families build wealth, such the United Way's THRIVE.

Making housing and services available for the underserved

- HCDD will prioritize housing and services to those in most need including populations with special needs. Rapid re-housing activities using ESG funds will target homeless individuals and those who are victims of domestic violence.

- HCDD will continue to address the rental housing needs of the underserved by giving preference to developments for underserved populations in the selection process. Housing developments assisted with entitlement funds will continue to comply with Section 504 requirements to make housing available for persons with disabilities.

Advertising available services to the underserved

- HCDD will continue to develop translated materials to reach non-English speaking residents regarding available programming and general entitlement grant information.
- HCDD will explore different methods of outreach to enhance communication with residents who have a disability.
- HCDD will strive to hold public hearings in low-income neighborhoods and conduct meetings at agencies that serve special needs populations.

Actions planned to foster and maintain affordable housing

As of February 2019, HCDD's multifamily compliance portfolio includes 13,637 housing units in over 85 developments, and as a result of federal and local funding sources, 6,549 of these units are income-restricted. Effective relationships with developers of affordable housing, potential buyers of at-risk housing, advocacy groups, lenders, community groups, and other stakeholders help to ensure that the number of restricted units is maintained. The City will continue to lead an effort to develop permanent supportive housing to help end chronic, veterans, family, and youth homelessness in Houston. By providing analysis of homeless needs, coordinating with other agencies and funding this effort, the City will continue to encourage affordable housing development with supportive services. The City will continue to collaborate and partner with public and private housing developers, builders, and finance agencies to foster decent, safe, and affordable housing.

HCDD will continue to solicit and finance new housing developments that maximize the use of available funds through leveraging, to not only create new affordable rental housing, but also to ensure the preservation of existing rental housing. Leveraging of HCDD's funds is an integral component of the Multifamily Program, which generally provides up to 30% of gap funding for a multifamily project and requires developers to provide the remaining funds.

During PY 2019, HCDD will fund the rehabilitation of rental units to maintain affordability and livability of existing affordable units. This includes funding renovations for Cleme Manor (284 total units) and Pointe at Crestmont (192 units). The Light Rail Lofts development (48 total units) is an existing office building that will be converted into affordable housing mostly targeted to veterans. Of these 407 units, these renovation projects will collectively contribute 407 to City of Houston income-restricted, affordable units in PY 2019 or later.

HCDD will also create new affordable housing opportunities in Houston. HCDD expects one new affordable housing development to be completed in PY 2019 - Fenix Estates (200 units) – which will contribute 50 new City of Houston income-restricted, affordable units for LMI families. Five affordable housing developments that are in the pre-construction and construction phase are expected to complete in the upcoming years. Watercrest at Kingwood (174 units) will include 28 new City of Houston income-restricted, affordable units for seniors. Independence Heights (200 units) will include 77 new City of Houston income-restricted, affordable units for families, while Sunrise Orchard (52 units) will have 19 new City of Houston income-restricted, affordable units for youth aging out of foster care. Green Oaks Apartments (174 units) and NHH Dale Carnegie (170 units) are new projects for LMI families that will contribute 206 income-restricted, affordable units for families and are expected to complete in PY 2020.

In PY 2019, HCDD staff will reach out to developers who are nearing the end of the affordability period on their income-restricted units to offer various possibilities to increase or renew the properties' affordability period. HCDD will also preserve and expand the supply of affordable single family housing in PY 2019 through the rehabilitation of 58 single family homes and the construction of 10 new single family homes. Home repair staff has been focused on increasing capacity by hiring intake counselors, streamlining the application process, and releasing a new request for

proposals. Staff has also revised the single family development program with updated procedures, CHDO selection processes, and increased affordability periods. Guidelines for the program were updated in February 2019. New recapture guidelines have also been designed to maintain the long-term affordability of the home. Hurricane Harvey has negatively impacted the supply of affordable housing in Houston and has created an urgent need for new homeowner housing development and rehabilitation of existing homes damaged by the resent flood events. In PY 2019, HCDD plans to continue to increase efficiencies in the program and channel local, federal and disaster recovery funds towards affordable home rehabilitation and development.

Actions planned to reduce lead-based paint hazards

During PY 2019, HCDD will expend CDBG funds for lead-based paint related programs through the Lead-Based Paint Hazard Control Program managed by the Houston Health Department (HHD) and through home repair activities. A description of the activities follows.

Lead-Based Paint Hazard Control Program (LBPHC). HCDD and HHD's Bureau of Community and Children's Environmental Health (BCCEH) work closely together to reduce lead hazards. Beginning in 1996, HHD 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 BCCEH's Lead Program is funded by federal grants, including the Lead Hazard Reduction Demonstration (LHRD) Grant. HHD uses HCDD's funding as match dollars in support of the LHRD grant. With the help of CDBG funds as match, BCCEH performs lead hazard reduction and remediation on approximately 95 units annually.

Home Repair Program Lead Activities. For home repair activities, HCDD will utilize qualified contractors to perform lead-based paint testing and risk assessments for homes built before 1978. Staff will ensure that contractors that carry out the repairs are certified for lead hazard abatement and address lead hazard according to regulations and requirements. HCDD staff will obtain a lead clearance letter from the contractors after repairs are finished and ensure that the delivery of repair services is provided in a timely, efficient, and healthful manner.

Actions planned to reduce the number of poverty-level families

HCDD provides many services intended to help reduce the number of persons in poverty. HCDD will carry the following strategies and actions over the next year to help families achieve financial stability.

Increasing income

- Fund job training, childcare, and educational programs to increase a person's potential income.
- Work with businesses to increase the number of jobs available, especially higher waged jobs, for low- and moderate-income persons.

Building Savings

- Work with other City entities, such as the Controller's Office initiative Bank On Houston, to increase financial awareness, homebuyer counseling, and general financial literacy concerns.
- Provide home repair assistance to households that do not currently have enough in savings to make necessarily repairs.
- Create affordable multifamily units through new construction and rehabilitation which reduce the housing cost for LMI households and assist families in building savings.

Acquiring Assets

- Provide direct homeownership assistance with disaster recovery funds to potential homebuyers to help increase a household's assets.
- Create opportunities for LMI households to become homeowners by assisting CHDOs in single family home development through technical assistance, trainings, and workshops.

- Foster single family home development and ownership through the Houston Community Land Trust (HCLT). HCDD has partnered with HCLT for new single family home development where homebuyers below 80% AMI will be able to purchase homes at affordable prices. These homes will have long-term affordability and protect residents from being displaced through gentrification.

Actions planned to develop institutional structure

Internally, HCDD is comprised of five major functions: Program Areas (Multifamily and Public Facilities; Single Family Home Repair and Economic Development; Disaster Recovery and Public Services), Financial Services and Administration, Planning and Grants Management, Compliance and Operations, and Policy and Communication 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.

HCDD will address gaps and improve institutional structure using the following strategies

- Reduce and/or alleviate any gaps in services and expedite the delivery of housing and community development improvements (primarily affordable housing) to eligible residents.
    - The Special Assistant to the Mayor for Homeless Initiatives will continue to lead planning efforts related to ending homelessness and homeless housing initiatives. HCDD has also hired a senior advisor on homelessness who will coordinate initiatives and programs on homelessness with community partners and agencies.
    - The Homebuyer Assistance Program expects to continue to aggressively market the program in the community. Even though the Program will not use CDBG funds, it will continue to provide down payment and closing cost assistance to increase homeownership using CDBG-DR17 funding.
    - The Multifamily/Commercial program area is also increasing efficiency by creating an improved underwriting template to review transactions, streamlining the procurement process, and revising policy and procedure documents. It is also increasing capacity by hiring more staff.
- Use a 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 the Health, Library, Parks and Recreation, and Houston Public Works departments, as well as the Mayor's Office on a variety of community improvement projects in low- and moderate-income neighborhoods. HCDD will further refine ways to communicate regulations to other City departments which may include additional meetings and desk reviews.
    - HCDD will work to communicate reimbursement process for other City Departments with LOAs. Staff at HCDD will focus on relationship management and improved communication with City departments. Staff will also provide technical assistance to City departments.
    - HCDD will streamline LOA procedures by automating the LOA process through standardizing document formats and signature fields, electronic submissions of reports and payments, and making processes paperless.
    - HCDD will continue to host interdepartmental meetings on fair housing to enhance the communication between City departments.
- Work with and financially support various community housing development organizations (CHDOs) operating in low- and moderate-income neighborhoods to build affordable housing for the elderly, veterans, and other special needs populations.
    - HCDD will continue to provide technical assistance to local housing development organizations and walk organizations through the application process to become CHDO certified.
    - HCDD will fund CHDO certified organizations to develop affordable single family homes. A new RFP for single family home development was issued in late PY 2018 for home development that will be funded in PY 2019.

- Use established partnerships to identify opportunities for joint ventures with agencies that have sources of funding to construct or operate affordable housing.
    - HCDD and HHA will continue to plan rehabilitation of housing units supported by HHA.
- Continue to cultivate strong working relationships with local financial institutions to ensure the availability of private funding for housing and other projects and low- and moderate- income homebuyers.
    - HCDD will continue to work with the Houston Housing Finance Corporation to develop future housing financing opportunities.
    - HCDD will continue to reach out to realtor associations and banks, including those representing minorities, and realtors working in low-income areas of the city to advertise HCDD's Homebuyer Assistance Program.
    - HCDD will work with finance agencies to further economic development initiatives.
    - The Multifamily Division will continue to build relationships with financial institutions and lenders, such as the National Equity Fund and Amegy Bank, to be better informed on pricing and communicate about upcoming projects.

Actions planned to enhance coordination between public and private housing and social service agencies

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 housing and social service sectors. That vision promotes community development and the leveraging of resources to maximize program outcomes.

HCDD will continue to enhance coordination efforts between housing and social service agencies. Some of these efforts are described in the following section

- *Coalition for the Homeless Houston/Harris County.* HCDD funds HMIS, the primary data system maintained by the Coalition 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. HCDD will support the Coalition's efforts to analyze HMIS data to enhance coordination between service providers and homeless housing providers, through the continued development of a coordinated access system. Recently added to the HMIS system is the HOPWA Program, which has helped to coordinate housing and services between homeless and HOPWA providers. In addition, HCDD financially supports the Coalition's administrative efforts including the coordination of the Point-In-Time Count each year, which serves as a basis for federal homeless funding allocations for the CoC.
- *Continuum of Care (CoC).* The CoC brings together local units of government, housing providers, and service providers to strategize and plan for future activities to address homelessness in the Houston area. As a member of the CoC Steering Committee, and various CoC workgroups, HCDD will continue the implementation of the integrated care service delivery model for permanent supportive housing units, by partnering with federally qualified health centers, mental healthcare providers, and homeless service providers.
- *Addressing Homelessness.* HCDD will work to enhance coordination between housing and service providers while leading the effort to implement strategies to end chronic and other forms of homelessness.
- *Economic Development.* HCDD will explore new partnerships with agencies, like the Houston Redevelopment Authority and Houston Business Development Inc. (HBDI), to create new opportunities for businesses to provide services in low-income neighborhoods. HCDD will continue to look for economic development opportunities that will best utilize Section 108 funding to create jobs and enhance businesses.
- *Community Development Advisory Council (CDAC).* HCDD will enhance coordination between housing and social service providers by hosting members from a variety of public and private housing and social service agencies to discuss ways to most effectively carryout the strategies in the consolidated planning process.
- *City Departments.* HCDD will continue to work with other Departments to implement actions that will affirmatively further fair housing.

The activities and partnerships with some of 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 Consultation section of this Plan.

Discussion

The City of Houston is continuously refining its strategies to foster affordable housing, reduce lead-based paint hazards, reduce the number of families in poverty, develop institutional structure, and enhance coordination. By enhancing coordination and developing greater collaboration, the City will work to create an environment in which affordable housing, including permanent supportive housing, is sustained and encouraged. As HCDD applied for the CDBG-DR17 grant and began to develop and implement programs to assist in the long-term housing recovery from Hurricane Harvey, HCDD met with many stakeholders to streamline the disaster recovery process in PY 2018. For instance, HCDD's Policy and Communications Division staff held regular meetings with community advocates to build trust and engage the community in the development and implementation of disaster recovery programs. HCDD staff will continue to streamline its processes and coordinate with various agencies throughout PY 2019 in support of the disaster recovery programs. Cultivating and strengthening relationships with agencies, advocates and community partners will also improve the delivery of activities funded through entitlement grants.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.220(l)(1,2,4)

Introduction

The following addresses the program specific requirements for the Annual Action Plan. It includes required information for CDBG, HOME, HOPWA, and ESG.

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220.(l)(1)

Projects planned with CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

Table 15 – CDBG Program Income

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	4,153,644
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	**4,153,644**

Other CDBG Requirements

Table 16 – CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90.00%

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City of Houston does not use other forms of investment beyond those identified in Section 92.205.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

In PY 2019, HCDD will not utilize HOME to fund homebuyer assistance activities but will utilize a recapture requirement for homeownership activities for HOME assisted units constructed as a part of the CHDO Single Family Home Development Program.

The following bullets outline the required minimum affordability period for homebuyers receiving a direct HOME subsidy through HCDD program

- Direct HOME subsidy under $15,000 has a minimum period of affordability of 5 years
- Direct HOME subsidy between $15,000 and $25,999 has a minimum period of affordability of 10 years
- Direct HOME subsidy between $26,000 and $39,999 has a minimum period of affordability of 15 years
- Direct HOME subsidy over $40,000 has a minimum period of affordability of 20 years

The direct HOME subsidy is the amount of HOME assistance that enabled the homebuyer to buy the unit and may include downpayment, closing cost, interest subsidies, settlement charges, or other direct subsidy that reduced the purchase price from fair market value to an affordable price.

According to the recapture requirements of the CHDO Single Family Home Development Program, assistance, which is a direct HOME subsidy, is provided as direct buyer purchase assistance facilitated as a 2nd mortgage financing. The assisted homebuyer 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, is no longer the owner's principal residence, or is otherwise non-compliant with the recapture requirements during the affordability period, HCDD will recapture a portion of the direct HOME subsidy provided to the homebuyer before the homebuyer receives a return on the sale. The recapture amount will be reduced, on a pro rata basis, by the amount of direct HOME subsidy due at sale. The homebuyer may sell to any homebuyer. HCDD's recapture amount is limited to the net proceeds available from the sale. Net proceeds are defined as the sales price minus superior loan repayment (other than HOME funds) and any closing costs.

If the homebuyer is non-compliant with the recapture requirements during the affordability period, the full amount of the direct HOME subsidy will be immediately due and payable to the City, unless the homebuyer re-establishes his/her actual residency pursuant to evidence acceptable to the Director.

In the case of default during the affordability period, the City may pursue all remedies available to the City under the homebuyer written agreement, mortgage and lien documents, deed restrictions, or any covenants running with the land. In the development of home purchase agreements, HCDD will utilize the recapture provision, as discussed above: recapture of a portion of the direct HOME subsidy (see HOME Program regulations at 24 CFR 92.254(a)(5)(ii)).

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

As mentioned in the previous section, the period of affordability is stated in a written agreement between the homebuyer and HCDD through loan and program documents, which could include, but are not limited to the Loan Note, the Lien, the Statement of Terms and Conditions, and Land Use Restriction.

Recapture is triggered when a homebuyer becomes non-compliant or a default occurs. Each of the following constitutes a default as defined by the loan documents

- Homeowner fails to owner-occupy the property as their principle residence.
- Homeowner transfers any interest in the property through a voluntary or involuntary sale.
- Homeowner fails to follow terms of loan agreements.

Annually, HCDD confirms homeowner compliance by requiring each homeowner to confirm their primary occupancy of the home purchased with federal funds that are still within the affordability period. The default and recapture process is initiated when residency cannot be established.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

HCDD does not expect to use HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds during PY 2019. Although not likely, this is an eligible HOME expense in accordance with 24 CFR 92.206(b) and 24 CFR 91.220(c). If at a later date, HCDD uses HOME funds in this way, the following guidelines would apply.

Applicants must demonstrate that

- Rehabilitation is the primary eligible activity
    - A rehabilitation project 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
- 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 limits 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.

Housing Opportunities for Persons with HIV/AIDS (HOPWA)

Goals

HCDD solicits proposals for HOPWA sponsors through an RFP process that usually occurs every two years. Due to Hurricane Harvey that solicitation was postponed for one year. Selected sponsors are contracted for a one-year period and may include a one-year extension, if all contract requirements are met. The next RFP will occur in PY 2019, where several agencies will apply and eventually be selected as project sponsors for PY 2020 and 2021 allocations.

In PY 2019, HCDD will allocate

- $2,329,745 for operating costs to provide a minimum of 300 households with permanent and transitional facility-based housing
- $2,029,445 for supportive services serving a minimum of 1,500 households
- $3,044,238 for project or tenant-based rental assistance for a minimum of 475 households
- $1,424,436 for short-term rent, mortgage and utility subsidies for a minimum of 800 households
- $66,005 for resource /housing information and referral for a minimum of 1,600 households

Discussion

HOPWA activities in PY 2019 are expected to serve 4,915 households with a person living with or affected by HIV/AIDS. Services will be located in the Houston Eligible Metropolitan Statistical Area (EMSA). HCDD continues to serve as a member of the Ryan White Planning Council (Ryan White), and an HCDD staff member also serves as a member of the Priorities and Allocation Committee under the Planning Council. In addition to receiving critical community health needs information from Ryan White, HCDD staff also meet with HOPWA providers at least twice a year to receive information about the implementation and needs of the current providers. When HCDD receives information from stakeholders like Ryan White and from HOPWA providers, HCDD can adjust future funding decisions. For instance, with information from HOPWA providers, HCDD has previously targeted funding more towards tenant-based rental assistance and less on short-term rent, mortgage and utility assistance. This is fluid and is reevaluated annually. Additionally, after conversations with the community in 2016, HOPWA funds are no longer being utilized to fund operations for transitional housing that targets homeless individuals living with HIV who are in need of respite care.

Since the summer of 2014, HCDD's HOPWA program has been utilizing HUD's Homeless Management Information System (HMIS), the client database for HOPWA programming in the region. This has allowed HOPWA programming to be part of the coordinated access system.

Using HMIS, HCDD has changed the way the weeks for STRMU assistance are counted from four weeks for a client (regardless of the amount of rent received, i.e. full month or half a month) to fractions based on whether a client received rent for a full month, half month, or a quarter of a month. HCDD defines a year based on a particular participants' year (one year from the day the participant begins receiving assistance).

The HOPWA Program moved from using Fair Market Rent as the rent standard to adopting the public housing authority's rent standard. The HOPWA Program continues to explore the possibility of utilizing TBRA as part of the Rapid Re-housing program.

Emergency Solutions Grant (ESG)

1. Include written standards for providing ESG assistance (may include as attachment)

Written standards for providing ESG assistance are included in the Appendix and were last updated March 2019.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The Continuum of Care (CoC) in the Houston area has established a centralized and coordinated assessment system that meets HUD requirements and is in the process of fully implementing the system. In January 2014, a soft roll out or Phase One of this system was implemented. The system began full implementation January 2015. In February 2013, the four local jurisdictions, the Coalition, and the Corporation for Supportive Housing gathered together to discuss strategies around the ESG program and coordinated access integration. Plans continue to develop around implementation of coordinated access and specifically the utilization of rapid re-housing.

Although the CoC's full-scale coordinated assessment system is beginning in stages, ESG homelessness prevention and rapid re-housing programs use common assessments and eligibility criteria, and clients may access homelessness prevention or rapid re-housing services at any point in the system. In addition to HUD's eligibility criteria and in order to target the system's limited homelessness prevention resources to those most at-risk of homelessness, local risk factors for homelessness were used to develop a common assessment. In order to monitor the tool's effectiveness, the CoC tracks clients who are deemed ineligible for homelessness prevention services to see if they access shelter or homeless services. Rapid re-housing programs target four high need population groups that would benefit from the model. Currently, coordinated assessment is fully implemented, all ESG recipients and subrecipients have been integrated and a special planning initiative is underway with domestic violence providers.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

HCDD selects projects for funding based on the greatest community need, as well as the effectiveness of the organizations assisting the community. The City of Houston last awarded funding through a competitive request for proposal process (RFP) in 2018. Awards resulted in a 12-month contract with a renewal option with several private non-profit organizations. Allocations for the renewals were determined based on productivity of the program, utilization rate, and need for service. The City of Houston, despite cuts in funding, continues to allocate more resources to rapid re-housing.

Approximately 15% of ESG resources may go to organizations located outside the City limits of Houston. Funds will be used for activities that benefit residents of the City of Houston and may include emergency shelter, homeless prevention, and rapid re-housing, specifically related to domestic violence.

HMIS services continue to be funded out of the ESG program, and the Coalition continues to receive this funding from Houston and other local jurisdictions for the management of the local HMIS.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The City of Houston meets the homeless participation requirement. The CoC consults with the four ESG jurisdictions bi-monthly. As a part of the planning role of the group, funding recommendations are taken from providers in the CoC's Homelessness Prevention and Rapid Re-housing Planning and Service Coordination workgroup, Consumer Advisory Council, CoC's Action Plan, and data analysis from HMIS. With this information, ESG jurisdictions, including HCDD, form strategies for funding program types and certain priorities. The Coalition for the Homeless' Consumer Advisory Council is comprised of people who are currently or formerly homeless. In addition, two places on the CoC

Steering Committee, which consists of 17 members, are reserved for consumer representatives, individuals who have experienced homelessness. Also, the Coalition's Board of Directors, which the City of Houston is a part of, is required to have a representative from the Homeless Services Coordinating Council.

5. Describe performance standards for evaluating ESG.

In consultation with the Coalition and other Emergency Solutions Grants grantees within the CoC, HCDD has developed program standards for Street Outreach, Emergency Shelters, Homelessness Prevention, Rapid Re-housing, and HMIS activities.

For these standards, the initial data collection will be used to create baseline data. Grantees within the CoC have been working to establish community wide standards, so that the community as a whole will have common goals. The CoC will measure progress toward those goals at the community level, as well as an individual grantee level. HCDD will use the data collected on these outcomes over the following program years to analyze effective programs and establish more measurable standards. The progress toward outcomes will later be used to establish the community standard for achieving those outcomes. The City has completed four years of funding with the established ESG Written Standards. We are committed to more conversation and a thorough examination of performance and outcomes.

ESG standards for performance continue to be based on the outcomes below.

Number and percentage of people exiting to a known place
This outcome will be measured by evaluating HMIS data for client exit. The measure will help improve data quality and provide better information on client outcomes for shelter programs. The goal of this standard is to help the CoC measure and reduce the time people spend homeless by providing a big picture of which program models are successful in reducing and eliminating returns to homelessness for clients. The data will also help the community to better target resources to clients who are returning to homelessness and have the highest needs.

Number and percentage of people assisted in overcoming a specific barrier to obtaining housing
This outcome will be measured by detailing the types of barriers addressed and the steps to decreasing barriers so that clients using emergency shelter have more opportunities to access permanent and transitional housing and rapid re-housing services. HCDD endeavors to reduce the number of people living both on the street and in emergency shelters by reducing barriers. In addition, reducing barriers will increase the likelihood of positive housing outcomes for clients that are accessing emergency shelter.

Number and percent of people who increase income from entry to exit in emergency housing programs
This outcome will help the community measure the reduction in barriers to housing for clients in emergency shelters. For homelessness prevention and rapid re-housing activities, the CoC will use the same performance standards to help measure the success of these interventions for the community. HCDD recognizes that clients who receive rapid re-housing assistance will have a separate set of needs and likely higher barriers to maintaining permanent housing, so the outcome goals will be different, even though the measures for both programs are the same.

Discussion

The City of Houston continues to work together with the CoC and other ESG grantees to review and revise standards of performance and service delivery, as needed. As Houston has continued to work with community partners to implement activities under the ESG regulations, HCDD has faced a few challenges, specifically related to rapid re-housing. These challenges include

- Lack of affordable housing within the City of Houston
- Multiple barriers to housing for HCDD's clients, i.e. eviction history, lack of income, criminal history

The ESG funders workgroup is committed to addressing these challenges and plan to explore best practices in the areas mentioned above.

Appendices

APPENDIX # 1: AFFIRMATIVELY FURTHER FAIR HOUSING 92
APPENDIX # 2: MAPS 107
APPENDIX # 3: GRANT APPLICATIONS – SF-424S 100
APPENDIX # 4: CERTIFICATIONS 128
APPENDIX # 5: ESG GUIDELINES.....137
APPENDIX # 6: PUBLIC HEARING NOTICES.....160
APPENDIX # 7: PUBLIC COMMENT SUMMARIES 209
APPENDIX # 8: WRITTEN COMMENTS AND RESPONSES 218
APPENDIX # 8: LANGUAGE ASSISTANCE PLAN.....224
APPENDIX # 9: CITIZEN PARTICIPATION PLAN 246

Appendix # 1: Affirmatively Further Fair Housing

Affirmatively Further Fair Housing

Fair housing and equal opportunity are fundamental principles to creating and sustaining communities in Houston. One way that the City demonstrates its commitment to these principles is by completing an Analysis of Impediments to Fair Housing Choice (AI). The AI is a document containing a review of obstacles that can impede fair housing choice and a list of actions to remove or decrease these identified barriers. The development of the City's 2015 AI coincided with the 2015-2019 Consolidated Plan and built upon previous analyses that were completed in 2005, 2010, and 2014 (the amendment to the 2010 AI).

The 2015 AI listed 14 impediments found to be barriers to fair housing choice in Houston. Although not exhaustive, this list is an attempt to outline impediments that were found during the development of the 2015 AI, using various data sources and extensive community input. At the suggestion of several community groups, impediments have been categorized under four fair housing and neighborhood rights that incorporate affirmatively furthering fair housing principles.

The right to choose: All Houstonians have a right to live in a decent home in a neighborhood of their choice, free from discrimination.

1. Discrimination in Housing
2. Lack of Knowledge about Fair Housing
3. Lack of Affordable Housing Options
4. Lack of Accessible Housing for Persons with Disabilities
5. Lack of Income/Lack of Funding
6. Segregated Housing Patterns Based on Race, Ethnicity, and Economic Status

The right to stay: Transitioning neighborhoods in Houston should be revitalized for the benefit also of existing residents without replacement.

7. Affordability
8. Lack of Financial Education

The right to equal treatment: Houston will work to end discrimination and disinvestment in low-income, minority concentrated neighborhoods and ensure that infrastructure, public services and facilities, and other public resources are provided equitably to all neighborhoods

9. Imbalanced distribution of Amenities, Services, and Infrastructure Between Neighborhoods
10. NIMBY Resistance
11. Lack of Transportation Options
12. Low Educational Attainment Among Minorities
13. Increased Health Hazard Exposure in Certain Neighborhoods

The right to have a say: All citizens have a right to be informed about, and have an input in, decisions that affect their communities.

14. Lack of Communication Between Government and Residents

HCDD created the "Summary of Recommended Actions and Fair Housing Implementation Plan" in the 2015 AI as a five year plan to address the identified impediments. The sixty-five identified fair housing actions are closely related to the strategies in the 2015-2019 Consolidated Plan and to proposed projects and activities in each subsequent Annual Action Plan.

Lack of Affordable Housing

One of the impediments identified in the 2015 AI indicated that there is a lack of affordable housing. The strategies and actions taken to address this impediment described in the 2019 Annual Action Plan are consistent with the 2015-2019 Consolidated Plan goals: *Goal 1 Preserve and expand the supply of affordable housing* and *Goal 2 Expand*

homeownership. HCDD expects to assist 53 households with lead abatement activities to preserve their home, construct 50 affordable rental units and 10 homeowner units, rehabilitate 90 rental units and 58 homeowner units, and provide financial assistance to at least 100 households with rental assistance.

Addressing Goals and Priority Needs
The projects and activities proposed in the 2019 Annual Action Plan address the goals and priority needs listed in the 2015-2019 Consolidated Plan's Strategic Plan. The goals and priority needs listed in the Strategic Plan do not necessarily correlate to only one protected class, but instead address the needs of multiple or all protected classes. However, by regulation, HOPWA activities will only serve persons with HIV/AIDS, who are considered to be persons with a disability, or their families.

Measuring Progress
The proposed projects in the 2019 Annual Action Plan list projected quantifiable goals that will be used to measure progress of projects at the end of the program year. Information regarding various protected class traits is aggregated and recorded in IDIS or HMIS and will assist in determining how these projects helped address the needs of these protected classes. The data collected varies depending on the project, activity, and funding source. There is also information that should be collected that is not reported in IDIS, such as number of applicants. Quantifiable goals and other measures are included in the CAPER.

For instance, depending on the national objective and the beneficiary of the activity (persons, households, or presumed benefit), CDBG public service activities, and some public facility activities, collect information about a beneficiary's race, Hispanic origin (which can serve as a proxy for color and national origin), and status as a female headed households (which can serve as a proxy for familial status). This information is reflected in IDIS. Economic development activities, which are also dependent on the nature of the CDBG activity, may collect information about the race and Hispanic origin of persons receiving assistance. In addition, information about residents within the assisted area, including race, ethnicity, sex familial status, and disability, may be collected for certain public facilities, economic development, and code enforcement activities that benefit an area; although, this information is not required in IDIS.

HCDD's Homebuyer Assistance Program and Home Repair Program applications collect information about an applicant's race, Hispanic origin, sex, familial status, and household disability status. The Multifamily Housing Program collects information about initial tenants of rehabbed and newly constructed units, including race and Hispanic origin. Compliance includes verifying the number of Section 504 units in multifamily properties. In addition, as part of the annual compliance review of multifamily units in HCDD's portfolio, information about race, Hispanic origin, and female headed households is collected for tenants residing in the City of Houston's income-restricted units.

For ESG activities, information about beneficiaries' race, Hispanic origin, gender identity, and special needs (including disability) is collected in HMIS. HOPWA activities, now also reporting in HMIS, collect information on race, ethnicity, gender, familial status, and disability.

Although projects and activities carried out in the next year will address needs of various protected classes and low-income populations in Houston, entitlement funding at current levels will not meet the needs of all Houstonians, including those of selected protected classes.

Addressing Impediments
Listed in the "Summary of Recommended Actions and Fair Housing Implementation Plan" are the actions HCDD plans to carry out during PY 2019 to address the identified impediments from the 2015 AI. Each action has one or more corresponding impediments it is intended to address. Many of these fair housing actions are directly related to the projects in the 2018 Annual Action Plan. Other fair housing actions listed are not related to individual projects but instead, are general fair housing education and research activities.

Fair Housing Funds

HCDD set aside $150,000 of administrative funding in the PY 2019 CDBG budget to assist in funding the salary of a full time employee and expenses related to carrying out some of the fair housing activities below. This full time employee is in HCDD's Planning and Grants Management Division and focuses on educating the public about matters involving landlord and tenant relations and fair housing issues and answering their questions via the Landlord/Tenant and Fair Housing Hotline. Other administrative funds will also be used to fund other HCDD employees that assist with a variety of activities supporting fair housing which include but are not limited to: updating and creating fair housing materials, analyzing data, monitoring for Section 3 and Labor Standards requirements, and distributing information about the benefits of and the available opportunities for affordable housing in Houston and its neighborhoods. As reflected in the AI action #21, HCDD will also identify and pursue other sources of future administrative funding as it relates to fair housing.

Summary of Recommended Actions and Fair Housing Implementation Plan					
Recommended Actions	**Related Impediments**	**Possible Funding Source**	**Timeline (Based on Program Years)**	**5 Year Measure for Success/Milestone**	**PY 2019 Anticipated Results**
1. Conduct housing discrimination testing and studies HCDD will contract with one or more qualified fair housing organization to conduct fair housing testing or studies which may be related to whether lenders are engaging in mortgage pricing practices unrelated to credit worthiness or engaging in mortgage redlining, whether insurance redlining is occurring, whether discrimination in real estate appraisals is taking place, whether real estate advertising is discriminatory, to what extent landlords refuse Housing Choice Voucher participants, or whether other discriminatory housing practices are occurring. This action will help to reveal actual discriminatory practices taking place in the community so that future resources can be better allocated to address discrimination. **SN, D – Priority: High**	1. Discrimination in Housing	• CDBG • CDBG-Staff Time	**Start:** 2015 **Complete:** 2019	• Contract with qualified fair housing organizations • Conduct testing • Produce study or studies	• Continue work on RFP
2. Provide counseling through the City's Fair Housing Hotline The City's Fair Housing Hotline provides a year-round, free resource to citizens who may have been discriminated against or have questions or concerns about various tenant and landlord issues. This action will continue to provide a resource to anyone living in, owning housing, or planning to move to the Houston area that may have a question or concern about their rights. The Fair Housing Hotline is one way to address several impediments by empowering citizens about their rights, giving citizens various ways to remedy possible discriminatory actions, and preventing future discrimination from occurring. **D, H, SN – Priority: High**	1. Discrimination in Housing 2. Lack of Knowledge about Fair Housing 14. Lack of Communication Between Government and Residents	• CDBG-Staff Time • CDBG-Outreach Materials	**Start:** 2015 **Complete:** Ongoing	• Assist 7,500 callers	• Assist 1,500 callers
3. Provide fair housing education to housing industry professionals HCDD will provide fair housing education and outreach to 200 housing industry professionals, such as housing providers, by supplying housing materials to distribute with City of Houston contact information or information about complying with the Fair Housing Act which may include topics like providing reasonable accommodations. HCDD may also sponsor free training opportunities. This action will address discrimination by reducing the numbers of people impacted by covert and overt discriminatory practices due to housing providers being unaware or unfamiliar with fair housing laws. **Priority: High**	1. Discrimination in Housing 2. Lack of Knowledge about Fair Housing	• CDBG-Staff Time • CDBG-Outreach Materials	**Start:** 2016 **Complete:** 2019	• Reach 200 housing industry professionals	• Reach 40 housing industry professionals
4. Provide fair housing information to HCDD stakeholders HCDD will provide education and outreach through trainings, presentations, informational brochures, and other methods to 200 HCDD stakeholders including subrecipients, contractors, developers, and nonprofit and for-profit partners. This action will address the impediment of lack of knowledge by providing fair housing training to educate and ensure stakeholder compliance under fair housing laws of agencies and subrecipeients that partner with HCDD. **H, SN – Priority: High**	1. Discrimination in Housing 2. Lack of Knowledge about Fair Housing	• CDBG-Staff Time • CDBG-Outreach Materials	**Start:** 2015 **Complete:** Ongoing	• Reach 200 HCDD stakeholders with information about fair housing	• Reach 40 HCDD stakeholders

Summary of Recommended Actions and Fair Housing Implementation Plan					
Recommended Actions	**Related Impediments**	**Possible Funding Source**	**Timeline (Based on Program Years)**	**5 Year Measure for Success/Milestone**	**PY 2019 Anticipated Results**
5. Increase the fair housing knowledge of government staff HCDD will provide education and outreach to city staff through trainings, presentations, informational brochures, and other methods of outreach. HCDD may work with partners to create a fair housing training program to implement city-wide for executive city staff during the first 12 months of employment. This action will address the impediment of lack of knowledge by providing fair housing training and resources to educate city employees about federal requirements to comply with fair housing law within the city's policies and procedures. **NH – Priority: High**	1. Discrimination in Housing 2. Lack of Knowledge about Fair Housing	• CDBG-Staff Time • CDBG-Outreach Materials	**Start:** 2015 **Complete:** Ongoing	• Reach 1,000 staff members with fair housing training or information • Seek approval to institute fair housing training for executive city staff	• Reach 250 staff members
7. Provide fair housing and HCDD housing program information to citizens HCDD will create a fair housing outreach plan to inform 500,000 citizens of their fair housing rights, the fair housing complaint process, and tenant and landlord relations. The outreach will likely consist of direct mailings to rental tenants and management companies about the City's Fair Housing Hotline, direct mailings to renters about the City's downpayment assistance program, and basic fair housing training to civic clubs and Super Neighborhoods. Education and outreach may be provided through trainings, presentations, informational brochures, posters, and other methods. This action will address the lack of knowledge of existing fair housing and housing resources by creating an array of targeted marketing for groups that have little or no knowledge of fair housing rights, fair housing laws, or HCDD housing programs. **Priority: High**	2. Lack of Knowledge about Fair Housing 8. Lack of Financial Education 14. Lack of Communication between government and residents	• CDBG-Staff Time • CDBG-Outreach Materials	**Start:** 2015 **Complete:** Ongoing	• Reach 500,000 citizens with information about fair housing	• Reach 50,000 citizens
8. Preserve affordable housing units HCDD will fund the preservation of at least 390 affordable housing rental units through the Multifamily Housing Development Program. This action will preserve the supply of existing affordable housing for low- and moderate-income households, addressing the lack of quality affordable housing options for members of protected classes. **Priority: High**	3. Lack of Affordable Housing Options	• CDBG • HOME • TIRZ • BOND	**Start:** 2015 **Complete:** Ongoing	• Preserve 390 affordable housing rental units	• Preserve 98 affordable housing rental units
9. Create affordable housing units HCDD will fund the creation of 404 new affordable housing rental units using entitlement funding. This action will expand the supply of affordable housing for low- and moderate income housing, addressing the lack of affordable housing options for members of protected classes. **Priority: High**	3. Lack of Affordable Housing Options	• CDBG • HOME • TIRZ • BOND	**Start:** 2015 **Complete:** Ongoing	• Create 404 affordable housing rental units	• Create 50 affordable housing units
10. Fund the creation or preservation accessible rental units Through HCDD's Multifamily Housing Development Program, rental developments must produce a minimum number of Section 504 accessible rental units. This action will increase the availability of quality accessible units for 50 low- and moderate-income households directly addressing the lack of accessible housing. **D, SN – Priority: High**	4. Lack of Accessible Housing for Persons with Disabilities	• CDBG • HOME	**Start:** 2015 **Complete:** Ongoing	• Fund creation or preservation of 50 Section 504 accessible rental units	• Create or preserve 28 units

Summary of Recommended Actions and Fair Housing Implementation Plan					
Recommended Actions	**Related Impediments**	**Possible Funding Source**	**Timeline (Based on Program Years)**	**5 Year Measure for Success/Milestone**	**PY 2019 Anticipated Results**
12. Fund public infrastructure and facility improvements in low- and moderate-income neighborhoods HCDD will provide funding for 20 infrastructure and facility improvements through its Public Facilities Program. This action will improve low- and moderate-income neighborhoods by creating new or improved amenities and services in these neighborhoods. **MC, D, SN – Priority: High**	9. Imbalanced Distribution of Amenities, Services, and Infrastructure Between Neighborhoods	• CDBG • TIRZ	**Start:** 2015 **Complete:** Ongoing	• Fund 20 public infrastructure and public facility improvements in low- and moderate-income neighborhoods	• 4 public infrastructure and public facility improvements in low- and moderate-income neighborhoods
13. Fund economic development activities to create 3 new or improved services benefitting low- and moderate-income neighborhoods HCDD will provide economic development funding to enhance services offered in low- and moderate-income neighborhoods. This action will improve low- and moderate-income neighborhoods by creating new or improved services in these neighborhoods that would otherwise be unavailable to residents. **Priority: High**	9. Imbalanced Distribution of Amenities, Services, and Infrastructure Between Neighborhoods	• CDBG • Section 108	**Start:** 2015 **Complete:** Ongoing	• Fund economic development activities creating 3 new or improved services	• Fund 2 economic development activities creating new or improved services
15. Offer economic incentives for development in CRAs HCDD will continue to address revitalization in CRAs by offering economic incentives for developers, businesses, bankers, and other interested entities that assist in the revitalization efforts. This action will incentivize private development in CRAs which will spur continued private investment revitalizing the community. **MC – Priority: High**	9. Imbalanced Distribution of Amenities, Services, and Infrastructure Between Neighborhoods	• CDBG-DR • CDBG • Section 108	**Start:** 2015 **Complete:** 2018	• Fund economic incentives	• Fund economic development activities in CRAs or other communities designated for investment.
16. Provide down payment assistance funds for 500 low- and moderate-income households to purchase a home HCDD's Down payment Assistance Program provides down payment assistance to eligible low- and moderate-income households to purchase a home anywhere in the city. This action will expand housing choice for low- and moderate-income households by allowing these households these households to seek housing in neighborhoods that may have more opportunity. **Priority: High**	5. Lack of Income/Funding	• CDBG • HOME	**Start:** 2015 **Complete:** Ongoing	• Provide down payment assistance loans to 500 households	• 65 households (with entitlement funds)
17. Provide home repair assistance for 250 low- and moderate-income households HCDD's Single Family Home Repair Program will assist qualified low- and moderate-income homeowners with needed home repairs or reconstruction to create a safe living environment. This action will address the lack of income of low- and moderate-income homeowners by assisting with home repair activities. In addition, this action helps to upgrade the housing stock in mostly low-income, minority areas. **Priority: High**	5. Lack of Income/Funding 9. Imbalanced Distribution of Amenities, Services, and Infrastructure Between Neighborhoods	• CDBG • TIRZ	**Start:** 2016 **Complete:** Ongoing	• Provide housing repair assistance to 250 households	• Provide assistance to 58 households with emergency repairs or general rehab

Summary of Recommended Actions and Fair Housing Implementation Plan					
Recommended Actions	**Related Impediments**	**Possible Funding Source**	**Timeline (Based on Program Years)**	**5 Year Measure for Success/Milestone**	**PY 2019 Anticipated Results**
18. Carry out economic development activities to create or retain jobs HCDD will continue to fund economic development activities such as businesses lending to create or retain 50 jobs. This action will address residents' lack of income by promoting ways for low- and moderate-income individuals of protected classes to become employed or retain employment. **Priority: High**	5. Lack of Income/Funding	• CDBG • Section 108	**Start:** 2015 **Complete:** Ongoing	• Create or retain 50 jobs	• Create or retain 7 jobs
19. Prioritize affordable housing proposals near transit options in RFP HCDD will prioritize housing proposals near transportation options by giving priority to proposals through the RFP process. This action will address the lack of transportation options by creating greater access to transit opportunities by locating affordable housing near transit. **Priority: High**	11. Lack of transportation options	• None	**Start:** 2015 **Complete:** 2019	• 100% of RFPs will have priority for proximity to transit	• Produce 1 RFP
20. Promote multifamily affordable housing development in high opportunity areas HCDD will prioritize housing proposals in high opportunity areas or CRAs by giving preference to proposals through the RFP process. This action will address patterns of segregation by locating affordable housing in areas with more opportunity. **MC – Priority: High**	6. Segregated Housing Patterns Based on Race, Ethnicity, and Economic Status	• None	**Start:** 2015 **Complete:** 2019	• 100% of RFPs will have priority for location	• Produce 1 RFP
21. HCDD will pursue additional financial resources to support fair housing activities HCDD will pursue additional resources by applying for grants such as the FHIP to support its continued fair housing efforts. This action is intended to lead to an increase in fair housing funding which will help to implement these actions while the city continues to receive dwindling entitlement funding. **Priority: High**	5. Lack of Income/Funding	• CDBG-Staff Time	**Start:** 2015 **Complete:** Ongoing	• Apply for 5 grants • Increase in funding available	• If applicable, apply for Fair Housing Initiatives Program (FHIP) funding • Seek other funding sources
22. Create education material, or electronic access to material, in support of other actions as a way to educate government staff and community residents in fair housing HCDD will create original educational material including posters, flyers, brochures, and presentations that can be easily dispersed or can be available on-demand on the city's website to government staff and/or the community. By creating unique fair housing materials, HCDD can better tailor its outreach efforts to reach different groups with specific information needed. **Priority: High**	2. Lack of Knowledge about Fair Housing 14. Lack of Communication Between Government and Residents	• CDBG-Outreach Material	**Start:** 2015 **Complete:** Ongoing	• 10 materials created 10 materials updated	• Create 3 materials • Update 3 materials

Summary of Recommended Actions and Fair Housing Implementation Plan					
Recommended Actions	**Related Impediments**	**Possible Funding Source**	**Timeline (Based on Program Years)**	**5 Year Measure for Success/Milestone**	**PY 2019 Anticipated Results**
23. Translate HCDD's public notices about the consolidated planning process and other documents, as needed, into languages other than English HCDD will continue to translate its planning and housing program information documents prioritizing the documents most requested. This action will address the lack of communication between government and residents by ensuring HCDD documents are accessible to non-English speakers. **SN – Priority: High**	2. Lack of Knowledge about Fair Housing 14. Lack of Communication Between Government and Residents	• CDBG • CDBG-Staff Time	**Start:** 2015 **Complete:** Ongoing	• 10 of documents translated per language	• Translate 2 documents
24. Review fair housing impediments and strategies annually and report on the progress in the CAPER HCDD will continue to offer a transparent review for the public of the actions taken to further fair housing. The draft CAPER is open for public comment for at least 15 days before submission to HUD. This action provides a way for citizens to review and comment on the progress of furthering fair housing. **Priority: High**	14. Lack of Communication Between Government and Residents	• CDBG-Staff Time	**Start:** 2015 **Complete:** Ongoing	• Update CAPER annually	• Update 2017 CAPER
26. Translate HHA documents into languages other than English HHA will continue to translate its documents prioritizing the documents requested. This action will address the lack of communication between government and residents by ensuring HHA documents are readable by non-English speakers. **SN – Priority: High**	14. Lack of Communication Between Government and Residents	• HHA	**Start:** 2015 **Complete:** Ongoing	• 10 documents translated per language	• Translate 2 documents
27. Update HHA's Language Assistance Plan annually HHA will continue to update its Language Assistance Plan yearly in the Annual Plan. This action will ensure that approaches to reach out to persons with limited English proficiency are analyzed and updated periodically and promote communication between HHA and LEP residents. **SN – Priority: High**	14. Lack of Communication Between Government and Residents	• HHA	**Start:** 2015 **Complete:** Annually	• Update Language Assistance Plan annually	• Update Language Assistance Plan, if needed
29. HHA will expand the Opportunity Center's activities HHA will pursue partnerships and/or financing to expand resources available at the HHA Opportunity Center which provides meaningful and extensive mobility counseling for its voucher program participants. This action will ensure that voucher participants understand opportunities for housing in areas outside of their neighborhood promoting desegregation and the deconcentration of poverty. **MC – Priority: High**	6. Segregated Housing Patterns Based on Race, Ethnicity, and Economic Status	• No City Funding Needed	**Start:** 2015 **Complete:** Ongoing	• Additional resources secured	• Continue all activities including book fairs and educational counselors • Plan to host a quarterly job fair
30. HHA will affirmatively market housing programs to families least likely to be served HHA will affirmatively market HHA waiting lists to families that are least likely to be served and monitor site and central waiting lists to identify practices that positively and negatively impact affirmatively furthering fair housing. This action will help to integrate HHA's housing programs. **Priority: High**	6. Segregated Housing Patterns Based on Race, Ethnicity, and Economic Status	• No City Funding Needed	**Start:** 2015 **Complete:** Ongoing	• Change in waiting list demographics	• Plans to market heavily to demographics not represented

Summary of Recommended Actions and Fair Housing Implementation Plan					
Recommended Actions	**Related Impediments**	**Possible Funding Source**	**Timeline (Based on Program Years)**	**5 Year Measure for Success/Milestone**	**PY 2019 Anticipated Results**
31. Monitor lending data HCDD will collect and analyze HMDA lending data to monitor lending trends for patterns of potential discrimination. This analysis may be shared with the community to promote understanding of fair housing needs in the city. This action will result in updated analysis that will be utilized to better allocate future resources to address and decrease private lending discrimination and educate the public about fair housing discrimination. **Priority: Medium**	1. Discrimination in Housing 2. Lack of Knowledge about Fair Housing	• CDBG-Staff Time	**Start:** 2015 **Complete:** Annually	• Update and maintain database of longitudinal lending data	• Update lending data
32. Monitor HUD Fair Housing Complaint Data HCDD will collect and analyze HUD fair housing complaint data to monitor trends for patterns of potential housing discrimination. This analysis may be shared with the community to promote understanding of fair housing needs in the city. This action will result in updated analysis that will be utilized to better allocate future resources to address and decrease housing discrimination and educate the public about fair housing discrimination. **Priority: Medium**	1. Discrimination in Housing 2. Lack of Knowledge about Fair Housing	• CDBG-Staff Time	**Start:** 2015 **Complete:** Annually	• Update and maintain database of longitudinal complaint data	• Update complaint data
33. Develop or update datasets to describe the local supply and demand for accessible housing units HCDD will work with partners to develop or update datasets regarding housing for persons with disabilities because there is little detailed data available regarding the supply of housing and the various needs of persons with disabilities at the community or neighborhood level. This action will help to develop data that will better describe local accessible housing supply and local needs of persons with disabilities. This data will then be used to more efficiently allocate resources to address the lack of accessible housing and to create more accessible housing options. **D – Priority: Medium**	4. Lack of Accessible Housing for Persons with Disabilities	• CDBG-Staff Time	**Start:** 2015 **Complete:** 2019	• Update or collect 5 local datasets • Partner with 3 organizations	• Update 1 dataset • Partner with 1 organization
35. Monitor code enforcement activities and address imbalances in implementation if needed HCDD will monitor code enforcement activities. This action will ensure that city services, specifically code enforcement, are not unfairly targeting housing occupied primarily by residents of various protected classes. **Priority: Medium**	1. Discrimination in Housing 9. Imbalanced Distribution of Amenities, Services, and Infrastructure Between Neighborhoods	• CDBG-staff time	**Start:** 2015 **Complete:** Annually updated	• Update analysis annually • Meet with DON if any concerns found	• Continue annual analysis for monitoring

Summary of Recommended Actions and Fair Housing Implementation Plan					
Recommended Actions	**Related Impediments**	**Possible Funding Source**	**Timeline (Based on Program Years)**	**5 Year Measure for Success/Milestone**	**PY 2019 Anticipated Results**
36. Conduct an analysis of Community Reinvestment Act funding in Houston and meet with banks to coordinate efforts for reinvesting in the community Banks are required by the Community Reinvestment Act to invest in certain communities. HCDD will research and analyze how banks have utilized funds to satisfy the Community Reinvestment Act's requirements. After research is completed, HCDD or other city staff will meet with banking institutions to discuss ways in which funding could be used to increase housing choice and opportunity, especially related to the city's efforts. Banking institutions have funding required to be reinvested in minority and low-income neighborhoods and this funding could be used to address imbalanced distribution of neighborhood assets while supporting housing affordability in all neighborhoods. **Priority: Medium**	5. Affordability 6. Segregated Housing Patterns Based on Race, Ethnicity, and Economic Status 9. Imbalanced distribution of amenities, services, and infrastructure between neighborhoods	• CDBG-staff time	**Start:** 2016 **Complete:** 2018	• Analyze local use of Community Reinvestment Act funding • Increase quality of relationships with banks • Increase number of partnerships with banks	• Research, analyze, and report funding distribution
37. Meet with banking institutions to promote locating branches in minority areas HCDD will meet with banking institutions to discuss how they can better serve minority families by locating their services in minority neighborhoods. This action will promote a balance distribution of access to private financial services in the city. **Priority: Medium**	8. Lack of Financial Education 9. Imbalanced Distribution of Amenities, Services, and Infrastructure Between Neighborhoods	• CDBG-staff time	**Start:** 2015 **Complete:** 2017	• Meet with banking institutions • Increase number of branches and financial services available in minority areas	• Continue to partner with BankOn Houston
38. Meet with developers to promote private development in minority areas HCDD will promote development in minority areas by meeting with business owners or residential or commercial developers. This action will encourage increased private investment in neighborhoods currently lacking private investment. **MC – Priority: Medium**	9. Imbalanced Distribution of Amenities, Services, and Infrastructure Between Neighborhoods	• CDBG-staff time	**Start:** 2015 **Complete:** Ongoing	• Increase private development in minority areas	• Meet with developers
39. Host and work with the Fair Housing Interdepartmental Leadership Team HCDD will continue to host city departments at the Fair Housing Interdepartmental Leadership Team meetings to discuss AFFH and coordinate various fair housing efforts. These meetings will be held at least three times annually. By coordinating fair housing outreach efforts with other city departments, the city can more efficiently reach city staff and citizens with appropriate fair housing materials ultimately promoting fair housing knowledge as well as ensuring that the development of policies and programs citywide consider fair housing issues. **NH – Priority: Medium**	2. Lack of Knowledge about Fair Housing	• CDBG-Staff Time • City Department-Staff Time	**Start:** 2015 **Complete:** Ongoing	• Reorganize FHIT	• Host three meetings
40. Provide outreach to about the MWSBE and Section 3 Programs HCDD will promote available job opportunities to low-income and minority persons through the MWSBE / Section 3 Program while conducting 50 outreach activities reaching 10,000 individuals. This action will address residents' lack of income by promoting ways for low- and moderate-income individuals of protected classes to become employed. **NH – Priority: Medium**	5. Lack of Income/Funding	• CDBG-Staff Time	**Start:** 2015 **Complete:** Ongoing	• Conduct 50 outreach activities • Reach 10,000 individuals	• Conduct 15 outreach activities • Reach 3,000 individuals

Summary of Recommended Actions and Fair Housing Implementation Plan					
Recommended Actions	**Related Impediments**	**Possible Funding Source**	**Timeline (Based on Program Years)**	**5 Year Measure for Success/Milestone**	**PY 2019 Anticipated Results**
41. Promote HCDD's Homebuyer Assistance Program HCDD will promote the Homebuyer Assistance Program, which requires the completion of an 8-hour homebuyer course. Conducting outreach activities specifically about this program, such as mailings to renters, may promote families to engage in financial literacy to qualify for the Homebuyer Assistance Program which will help families build assets and improve their financial standing.	5. Lack of Income/Funding 8. Lack of Financial Education	• CDBG-Staff Time • CDBG-Outreach materials	**Start:** 2018 **Complete:** Ongoing	Reach 5,000 persons	Reach 5,000 persons
42. Attend events to provide information about HCDD and housing programs HCDD staff will attend city and non-city events to spread the word about the number of people HCDD assists and how HCDD and other affordable housing programs work. **Priority: Medium**	10. NIMBY Resistance 14. Lack of Communication Between Government and Residents	• CDBG-Staff Time • CDBG-Outreach materials	**Start:** 2015 **Complete:** Ongoing	• Attend 50 events	• Attend 15 events
43. Encourage affordable housing developers to conduct community engagement activities HCDD will promote community engagement activities by suggesting housing developers funded by HCDD conduct outreach activities such as public meetings, charettes, open houses, or informational process during project development. These meetings would allow developers to discuss existing conditions and the future neighborhood vision. This action will directly engage communities to alleviate fears and address misconceptions about affordable housing. **Priority: Medium**	10. NIMBY Resistance 14. Lack of Communication Between Government and Residents	• CDBG-Staff Time	**Start:** 2015 **Complete:** Ongoing	• Create 100% of RFPs with community engagement notification	• Create RFP with community engagement notification
45. Work to dispel misconceptions about assisted housing HCDD and HHA will work to dispel the perception that assisted housing is just for minorities by conducting outreach to inform the public on assisted housing opportunities. Non-minority households will be targeted. This action will target non-minority households to reduce NIMBY sentiment and misconceptions about assisted housing. **Priority: Medium**	10. NIMBY Resistance	CDBG-Staff Time CDBG-Outreach materials	Start: 2015 Complete: Ongoing	Continue to be involved in national education campaign Hold meetings	• Continue to educate the public through the SAY YES! Campaign and other initiatives
48. Fund youth enrichment and afterschool programs to children in low- and moderate-income areas HCDD will continue to fund youth enrichment and afterschool programs through its public services program for 34,750 children in low- and moderate-income areas of the city over the next five years. This action increases the number of activities available for youth in the city. **NH – Priority: Medium**	9. Imbalanced Distribution of Amenities, Services, and Infrastructure Between Neighborhoods 12. Low educational Attainment Among Minorities	• CDBG	**Start:** 2015 **Complete:** Ongoing	• Fund youth enrichment and education programs for 34,750 children	• Provide assistance to 4,600 children and youth

Summary of Recommended Actions and Fair Housing Implementation Plan					
Recommended Actions	**Related Impediments**	**Possible Funding Source**	**Timeline (Based on Program Years)**	**5 Year Measure for Success/Milestone**	**PY 2019 Anticipated Results**
49. Fund programs that provide job training to low- and moderate-income individuals and individuals from protected classes HCDD will continue to fund job training for 1,335 persons through its public services program for low- and moderate-income individuals and persons from protected classes. This action will help to improve the skills of residents enhancing their previous education while preparing them for the workforce. **D, SN, NH – Priority: Medium**	5. Lack of Income/Funding 12. Low educational Attainment Among Minorities	CDBG	**Start:** 2015 **Complete:** Ongoing	• Support job t raining for 1,335 persons	Support job training for 317 persons
50. Work with partners to explore ways to increase knowledge of health hazards HCDD will work with partners to disseminate fair housing and health hazard information, which may include making materials available in city facilities maintained by HHSD. This action will address health hazard exposure in certain areas by making citizens aware of their neighborhood's health conditions related to fair housing issues, such as communities that have historically and continually been exposed to poor air quality, lead-based paint hazards, and other hazardous conditions or poor infrastructure. **NH – Priority: Medium**	13. Increased Health Hazard Exposure in Certain Neighborhoods	• CDBG-Staff Time • CDBG-Outreach Materials • HHSD	**Start:** 2015 **Complete:** Ongoing	• Reach 500 people	• Reach 100 people
51. Provide lead-based paint information to families who might be at risk lead poisoning HCDD and HHSD will provide information about lead-based paint hazards to families who might be at risk. This action will help to educate residents, including those of certain protected classes, about possible health hazards in their community. **NH – Priority: Medium**	13. Increased Health Hazard Exposure in Certain Neighborhoods	• CDBG-Staff Time • CDBG-Outreach Materials • HHSD	**Start:** 2015 **Complete:** Ongoing	• Reach 500 people	• Reach 200 people
52. Expand where people look for housing by creating a long-term educational publicity campaign HCDD will partner with developers to provide a long-term educational publicity campaign to help broaden the locations where residents of various races and ethnicities think to look for housing. This action will encourage residents to look in more neighborhoods when seeking housing and this could decrease segregation and deconcentrate poverty. **– Priority: Medium**	6. Segregated Housing Patterns Based on Race, Ethnicity, and Economic Status	• CDBG-Staff Time • CDBG-Outreach Materials	**Start:** 2017 **Complete:** Ongoing	• Reach 2,000 people	• Research ways to expand housing choice

Summary of Recommended Actions and Fair Housing Implementation Plan					
Recommended Actions	**Related Impediments**	**Possible Funding Source**	**Timeline (Based on Program Years)**	**5 Year Measure for Success/Milestone**	**PY 2019 Anticipated Results**
53. HHA will prioritize capital improvements of public housing properties HHA will annually undertake a physical needs assessment to prioritize capital improvements at properties that would be designed to attract those residents least likely to apply. This action will attract more residents to apply for HHA's housing assistance which will help desegregate its housing programs. **Priority: Medium**	6. Segregated Housing Patterns Based on Race, Ethnicity, and Economic Status	• No City Funding Needed	**Start:** 2015 **Complete:** Annually	• Review assessment annually	• Review priorities identified in the Physical Needs assessments • Installed new appliance throughout our portfolio. • Completed portfolio wide energy efficiency improvements that will decrease resident energy/utility bills.
54. HHA will review market analysis to determine if payment standards need updating Conduct a market analysis of fair market rents by zip code and area of the community and evaluate the distribution of vouchers to determine if payment standards should be reevaluated. This action will ensure that HCV holders can access communities that are not traditionally leased by HCV holders. **MC – Priority: Medium**	6. Segregated Housing Patterns Based on Race, Ethnicity, and Economic Status	• No city funding needed	**Start:** 2015 **Complete:** Annually	• Review analysis annually	• Review analysis upon publication of the FMRs
56. Monitor and comment on changes to public transportation related to fair housing HCDD will provide input on fair housing implications related to planned actions by METRO during appropriate public comment processes. This action will help to ensure fair housing was incorporated into any policy decisions made to public transportation in Houston. **Priority: Low**	11. Lack of Transportation Options	• CDBG-Staff Time	**Start:** 2015 **Complete:** Ongoing	• Submit 2 comments	• Monitor comment period for opportunity to submit comment, if needed
57. Conduct an analysis of infrastructure deficiencies The city will conduct an analysis of infrastructure to identify deficiencies in minority areas. This research and analysis action will help in the allocation of future infrastructure resources in minority neighborhoods. **MC, NH – Priority: Low**	9. Imbalanced Distribution of Amenities, Services, and Infrastructure Between Neighborhoods	• CDBG-staff time	**Start:** 2015 **Complete:** Ongoing	• Better understand infrastructure deficiencies in minority areas	• Continue to compile information in support of analysis

Summary of Recommended Actions and Fair Housing Implementation Plan					
Recommended Actions	**Related Impediments**	**Possible Funding Source**	**Timeline (Based on Program Years)**	**5 Year Measure for Success/Milestone**	**PY 2019 Anticipated Results**
59. Partner with 20 other organizations to promote asset building programs and financial literacy programs HCDD will partner with other agencies such as the United Way, City departments, local government counterparts, and housing counseling agencies by providing fair housing resources and information about the City's downpayment assistance program. This action will address the lack of income and the lack of financial literacy of residents by working with partners to direct families that are interested in the downpayment assistance program but aren't yet ready for homeownership to the resources available to improve their financial standing. **NH – Priority: Low**	5. Lack of Income/Funding 8. Lack of Financial Education	CDBG-Staff Time	**Start:** 2015 **Complete:** Ongoing	Partner with 20 organizations	Partner with 4 organizations
60. Research changes to integrate AFFH into subdivision process HCDD will research and recommend including the following in the City's subdivision process: • Developers should agree to produce print and Internet advertising targeted to certain racial/ethnic groups that are not represented in the community currently to receive subdivision approval • Developers and sales agents should give every client a brochure that identifies illegal discriminatory practices • All advertising should display fair housing logo This action will decrease segregated housing patterns by encouraging private residential developers to AFFH and make housing opportunities known to racial/ethnic groups that are not represented currently in a specific community or neighborhood. **Priority: Low**	2. Lack of Knowledge about Fair Housing 6. Segregated Housing Patterns Based on Race, Ethnicity, and Economic Status	• CDBG-Staff Time	**Start:** 2016 **Complete:** 2018	• Recommend updates to subdivision process • Update subdivision process	• Work with Planning staff

Acronyms – AFFH: Affirmatively Furthering Fair Housing, CRA: HCDD's Community Reinvestment Area, DON: Department of Neighborhoods, GHFHC: Greater Houston Fair Housing Center, HCDD: Housing and Community Development Department, HCIL: Houston Center for Independent Living, HCV: Housing Choice Voucher, HHA: Houston Housing Authority, HHSD: Houston's Health and Human Services Department, HUD: U.S. Department of Housing and Urban Development, HUD-FHEO: HUD's Office of Fair Housing and Equal Opportunity. MOPD: Mayor's Office Persons with Disabilities, Planning: Planning and Development Services Department, PRD: Parks and Recreation Department, HPW: Houston Public Works Department, SWMD: Solid Waste Management Department, TIRR: The Institute from Rehabilitation and Research
Houston FHEO Designation, if applicable: MC – Action associated with minority concentration, D – Action associated with disability issues, H – Action associated with homelessness, SN – Action associated with other special needs, and NH – if action is associated with non-housing needs.
Priority: Low, Medium, and High

Summary of Recommended Actions and Fair Housing Implementation Plan					
Recommended Actions	Related Impediments	Possible Funding Source	Timeline (Based on Program Years)	5 Year Measure for Success/Milestone	PY 2019 Anticipated Results
59. Partner with 20 other organizations to promote asset building programs and financial literacy programs HCDD will partner with other agencies such as the United Way, City departments, local government counterparts, and housing counseling agencies by providing fair housing resources and information about the City's downpayment assistance program. This action will address the lack of income and the lack of financial literacy of residents by working with partners to direct families that are interested in the downpayment assistance program but aren't yet ready for homeownership to the resources available to improve their financial standing. NH – Priority: Low	5. Lack of Income/Funding 8. Lack of Financial Education	CDBG-Staff Time	Start: 2015 Complete: Ongoing	Partner with 20 organizations	Partner with 4 organizations
60. Research changes to integrate AFFH into subdivision process HCDD will research and recommend including the following in the City's subdivision process: • Developers should agree to produce print and Internet advertising targeted to certain racial/ethnic groups that are not represented in the community currently to receive subdivision approval • Developers and sales agents should give every client a brochure that identifies illegal discriminatory practices • All advertising should display fair housing logo This action will decrease segregated housing patterns by encouraging private residential developers to AFFH and make housing opportunities known to racial/ethnic groups that are not represented currently in a specific community or neighborhood. Priority: Low	2. Lack of Knowledge about Fair Housing 6. Segregated Housing Patterns Based on Race, Ethnicity, and Economic Status	• CDBG-Staff Time	Start: 2016 Complete: 2018	• Recommend updates to subdivision process • Update subdivision process	• Work with Planning staff

Acronyms – AFFH: Affirmatively Furthering Fair Housing, CRA: HCDD's Community Reinvestment Area, DON: Department of Neighborhoods, GHFHC: Greater Houston Fair Housing Center, HCDD: Housing and Community Development Department, HCIL: Houston Center for Independent Living, HCV: Housing Choice Voucher, HHA: Houston Housing Authority, HHSD: Houston's Health and Human Services Department, HUD: U.S. Department of Housing and Urban Development, HUD-FHEO: HUD's Office of Fair Housing and Equal Opportunity. MOPD: Mayor's Office Persons with Disabilities, Planning: Planning and Development Services Department, PRD: Parks and Recreation Department, HPW: Houston Public Works Department, SWMD: Solid Waste Management Department, TIRR: The Institute from Rehabilitation and Research
Houston FHEO Designation, if applicable: MC – Action associated with minority concentration, D – Action associated with disability issues, H – Action associated with homelessness, SN – Action associated with other special needs, and NH – if action is associated with non-housing needs.
Priority: Low, Medium, and High

Appendix # 2: Maps

Areas for Community Reinvestment (ACR)

Housing & Community Development Department

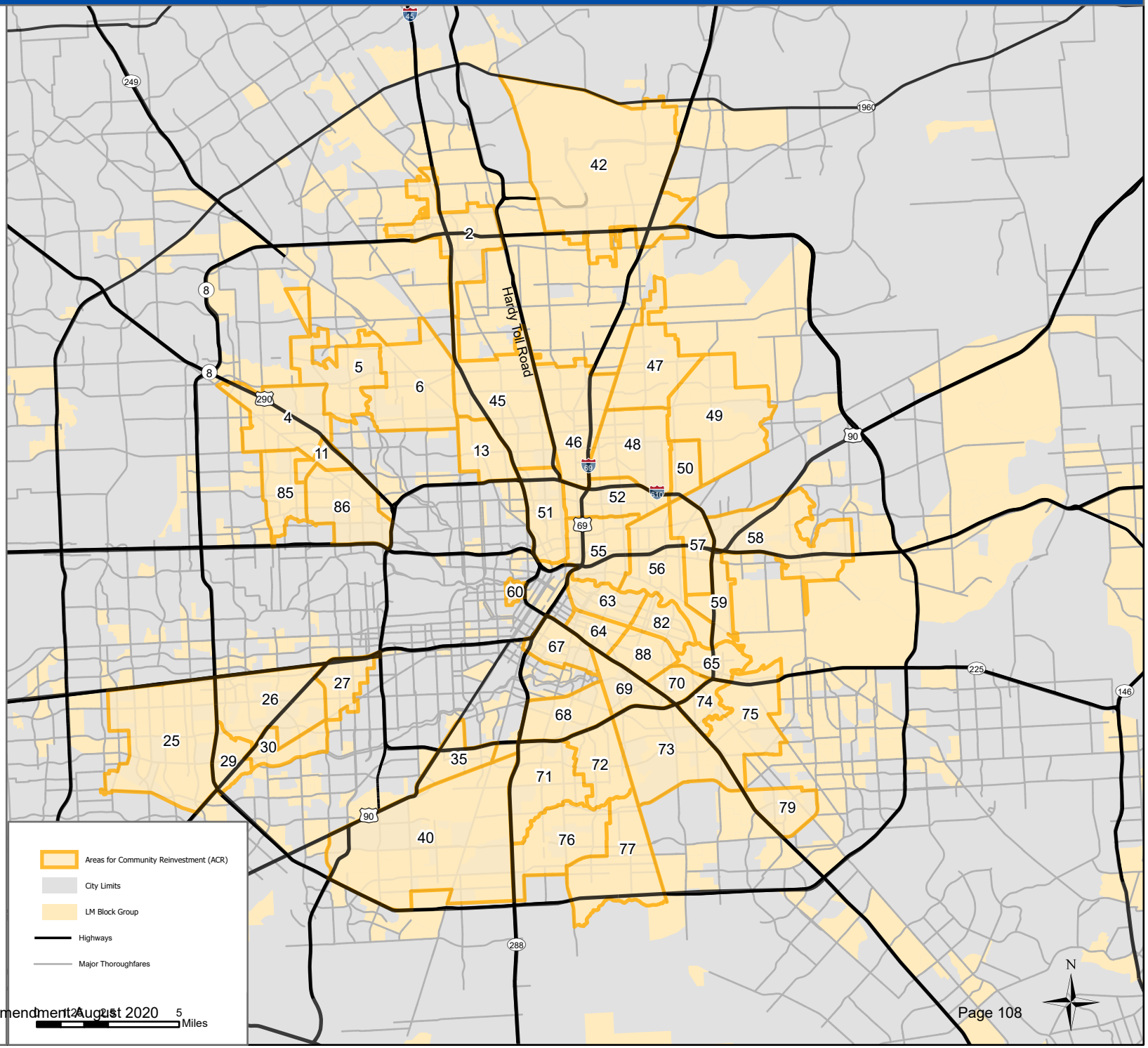
Service Provider

6 ACRES HOME
25 ALIEF
30 BRAEBURN
40 CENTRAL SOUTHWEST
59 CLINTON PARK TRI-COMMUNITY
56 DENVER HARBOR / PORT HOUSTON
49 EAST HOUSTON
47 EAST LITTLE YORK / HOMESTEAD
46 EASTEX - JENSEN AREA
79 EDGEBROOK AREA
4 FAIRBANKS / NORTHWEST CROSSING
60 FOURTH WARD
73 GOLFCREST / BELLFORT / REVEILLE
64 GREATER EASTWOOD
55 GREATER FIFTH WARD
2 GREATER GREENSPOINT
5 GREATER INWOOD
68 GREATER OST / SOUTH UNION
67 GREATER THIRD WARD
69 GULFGATE RIVERVIEW / PINE VALLEY
27 GULFTON
65 HARRISBURG / MANCHESTER
42 IAH / AIRPORT AREA
13 INDEPENDENCE HEIGHTS
52 KASHMERE GARDENS
11 LANGWOOD
88 LAWNDALE / WAYSIDE
82 MAGNOLIA PARK
75 MEADOWBROOK / ALLENDALE
77 MINNETEX
51 NEAR NORTHSIDE
58 NORTHSHORE
45 NORTHSIDE/NORTHLINE
74 PARK PLACE
70 PECAN PARK
57 PLEASANTVILLE AREA
63 SECOND WARD
50 SETTEGAST
26 SHARPSTOWN
76 SOUTH ACRES / CRESTMONT PARK
35 SOUTH MAIN
72 SOUTH PARK
85 SPRING BRANCH CENTRAL
86 SPRING BRANCH EAST
71 SUNNYSIDE
48 TRINITY / HOUSTON GARDENS
29 WESTWOOD

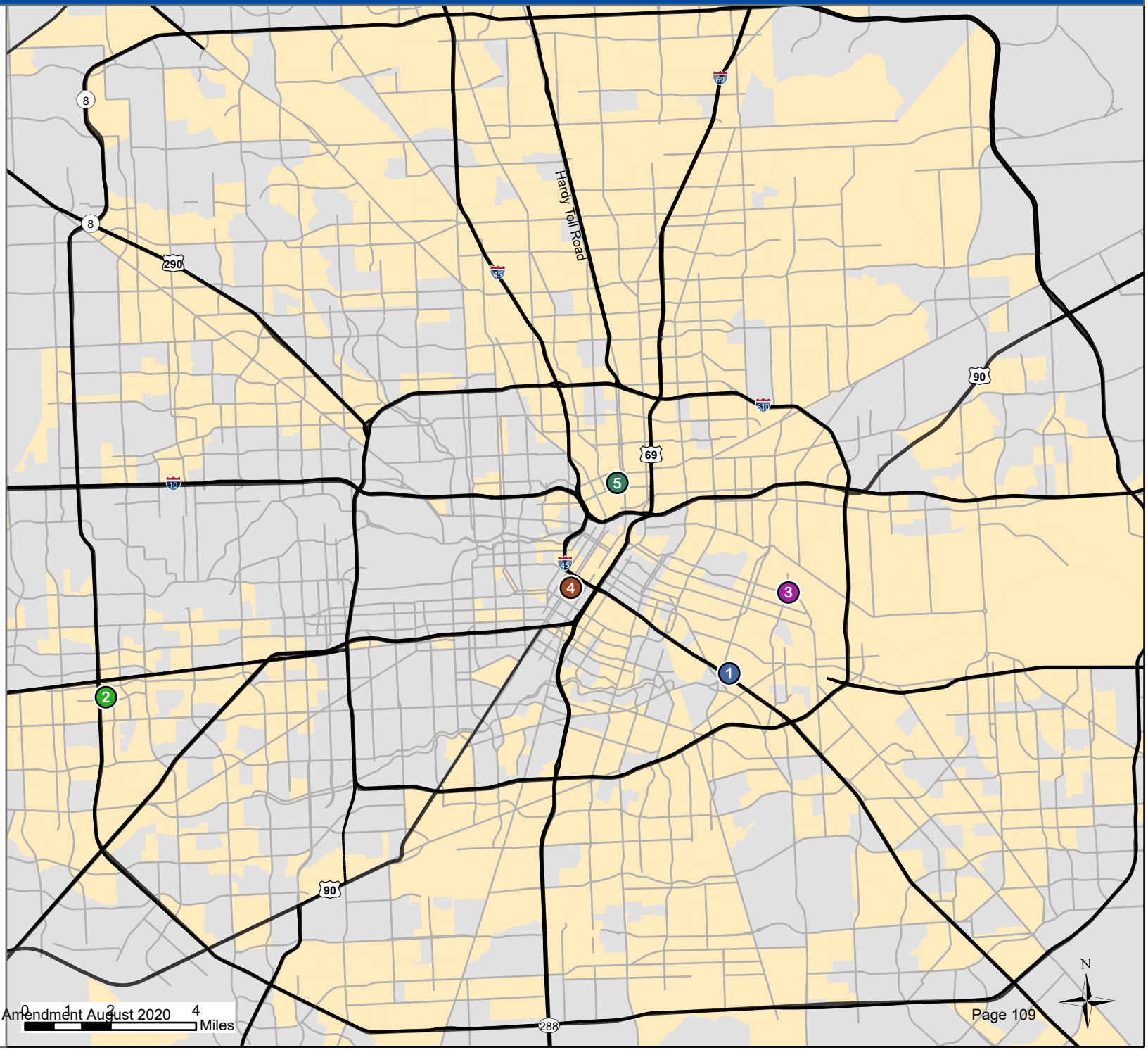
Data Sources: Housing & Community Development Department; and the City of Houston GIS

Disclaimer:
All data is prepared and made available for general reference purposes only and should not be used or relied upon for specific applications, without independent verification.
The City of Houston neither represents, nor warrants the data accuracy, or completeness, nor will the City of Houston accept liability of any kind in conjunction with its use.

Production Date: 2/19/19



Child Care Program - CDBG



Housing & Community Development Department

Service Provider

1. Association for the Advancement of Mexican Americans
2. Chinese Community Center
3. Community Family Centers
4. SEARCH - Center for the Homeless
5. Wesley Community Center

City Limits

LM Block Group

Highways

Major Thoroughfares

Data Sources: Housing & Community Development Department; and the City of Houston GIS

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Production Date: 2/20/19

Direct Funded Public Service Activities - CDBG

Housing & Community Development Department

Service Provider

- 1 Capital IDEA Houston
- 2 Coalition for the Homeless Houston/Harris County
- 3 Educational Programs Inspiring Communities
- 4 Goodwill Industries of Houston
- 5 Healthcare for the Homeless-Houston
- 6 SEARCH, Inc.
- 7 The Men's Center DBA Recenter
- 8 The Village Learning Center, Inc.
- 9 The Women's Home
- City Limits
- LM Block Group
- Highways
- Major Thoroughfares

Data Sources: Housing & Community Development Department; and the City of Houston GIS

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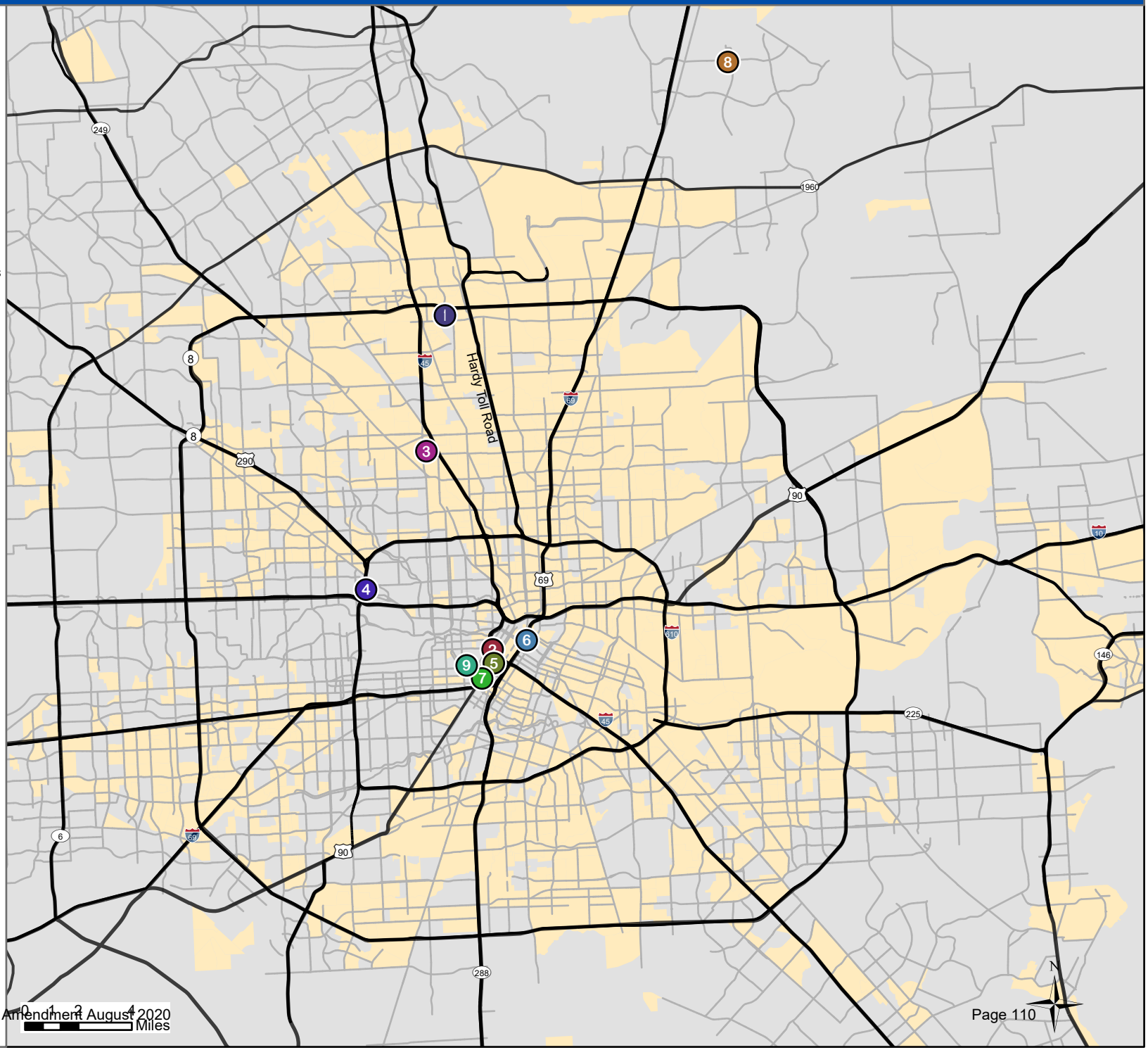
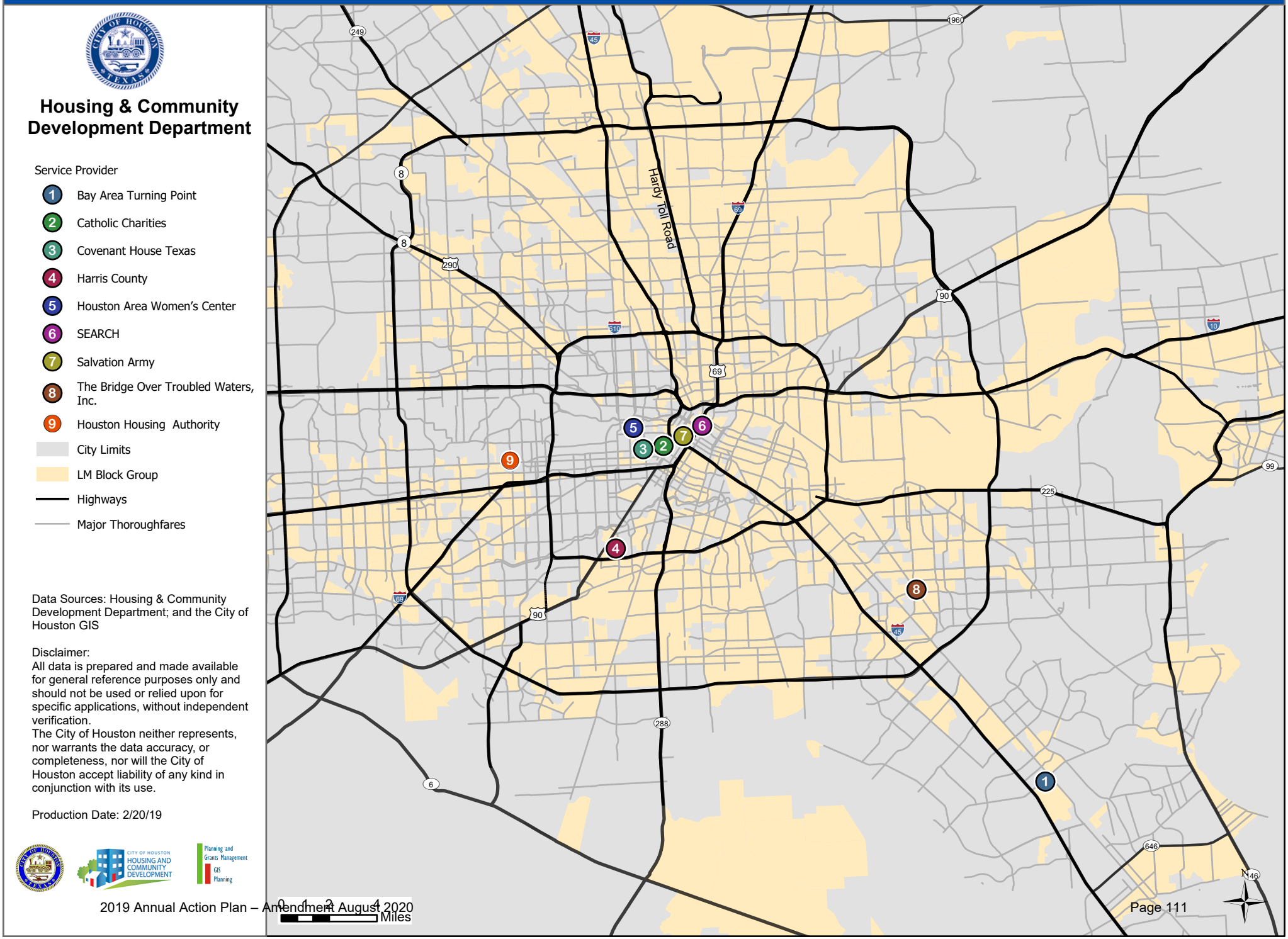
Production Date: 2/20/19



Homeless Activities - ESG



Juvenile Delinquency Prevention Program - CDBG

Housing & Community Development Department

Service Provider

1. Boys and Girls Club of Greater Houston
2. Children's Assessment Center
3. Chinese Community Center
4. Fifth Ward Enrichment
5. Pro-Vision, Inc.
6. Project Grad
7. Unlimited Visions Aftercare

City Limits

LM Block Group

Highways

Major Thoroughfares

Data Sources: Housing & Community Development Department; and the City of Houston GIS

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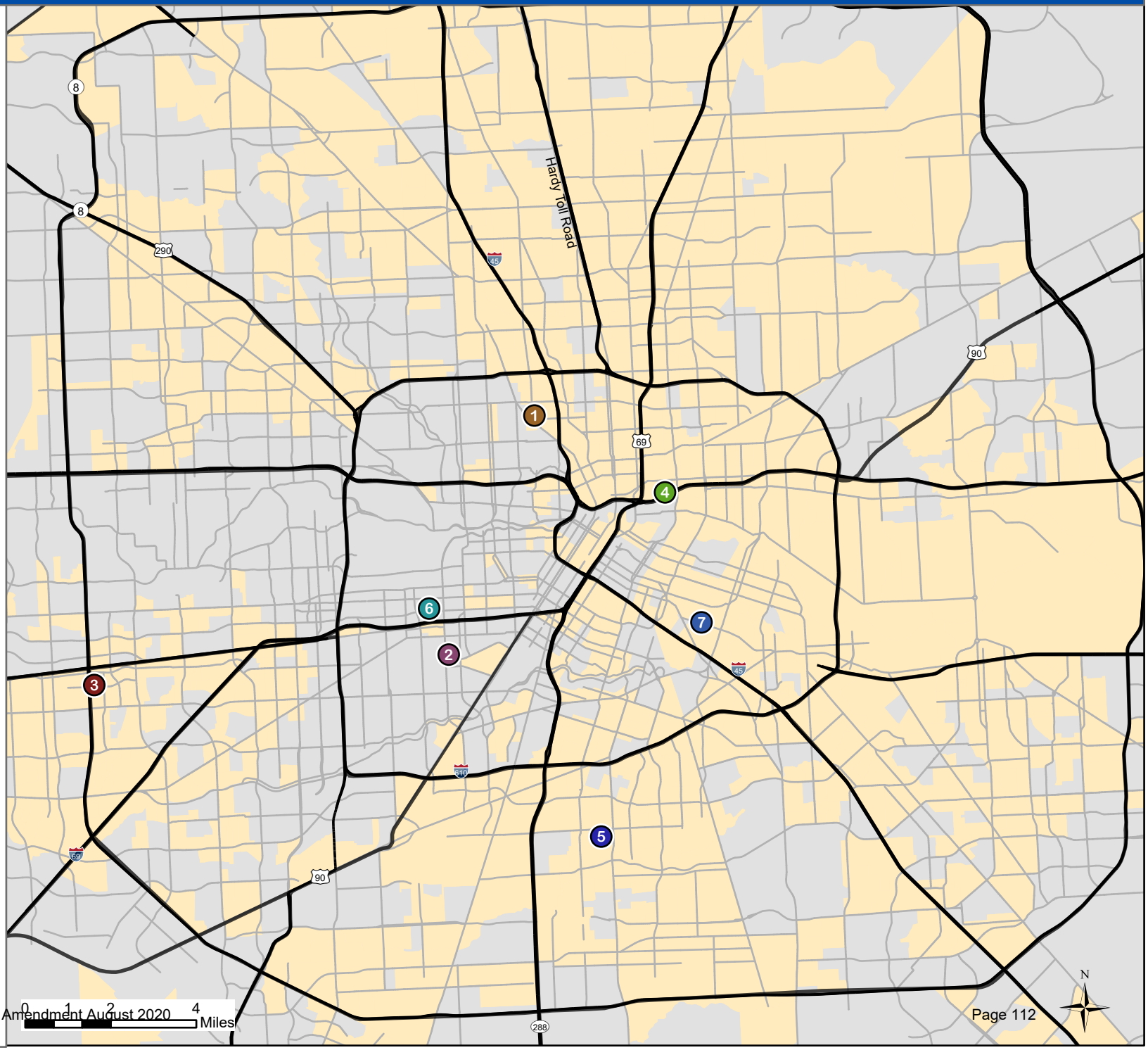

Mayor's After-School Achievement Program - CDBG

Housing & Community Development Department

Service Provider

1. Academy of Accelerated Learning
2. Chinese Community Center
3. Coop Elementary School
4. Edison Middle School
5. Hobby Elementary
6. Julia C. Hester House
7. Kelly Village Apartments
8. Key Middle School
9. Pleasantville Elementary
10. Ross Elementary School
11. Scroggins Elementary School
12. Tinsley Elementary School
13. Woodson K-8 Academy

City Limits

LM Block Group

Highways

Major Thoroughfares

Data Sources: Housing & Community Development Department; and the City of Houston GIS

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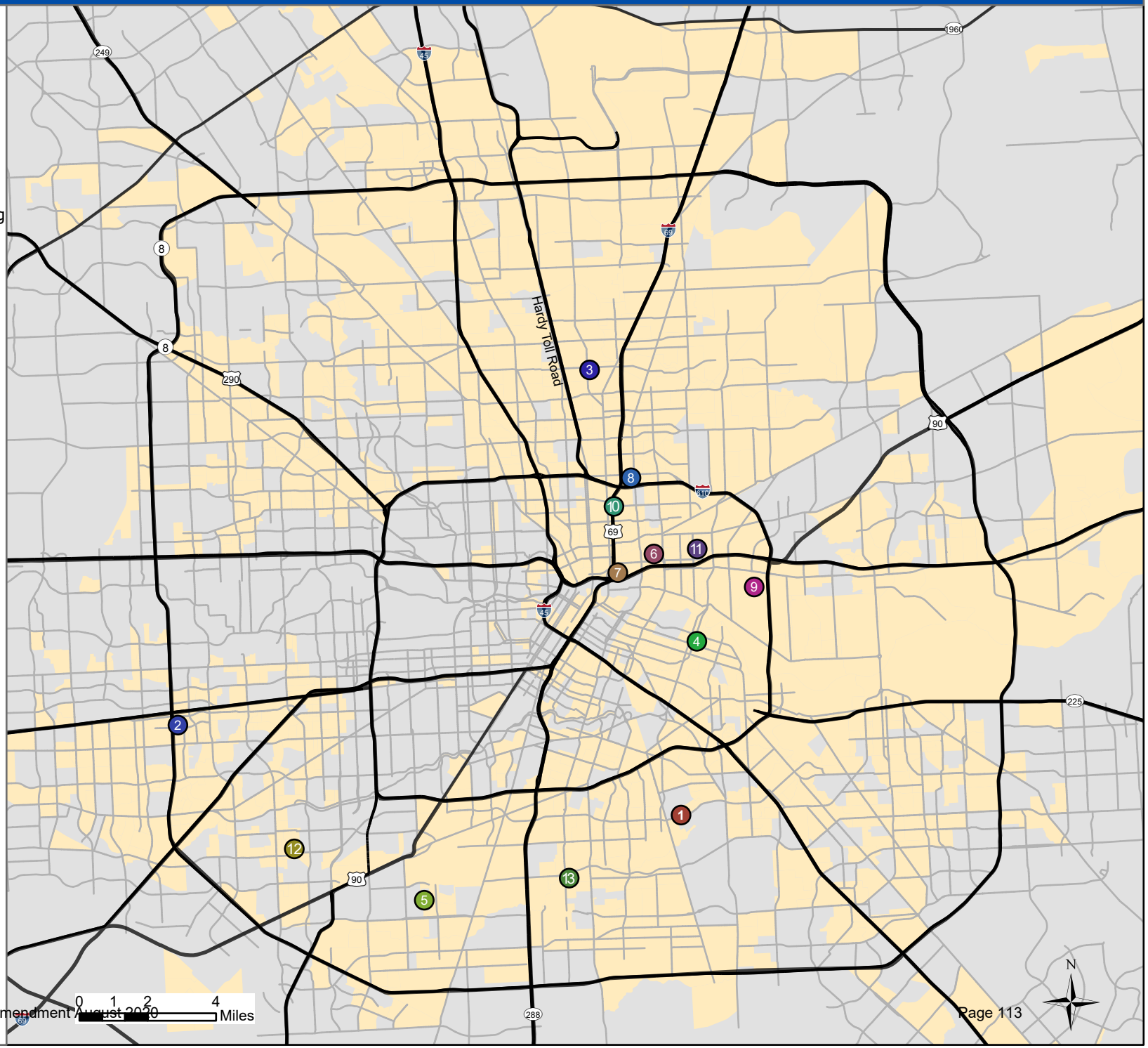
Production Date: 2/19/19



Multifamily Housing Investments - CDBG and HOME

Housing & Community Development Department

Service Provider

1. FENIX ESTATES*
2. GREEN OAKS APARTMENT
3. LIGHT RAIL LOFTS
4. NHH DALE CARNEGIE
5. PLEASANT HILL VILLAGE
6. POINTE AT CRESTMONT*
7. SUNRISE ORCHARD
8. WATERCREST AT KINGWOOD

City Limits

LM Block Group

Highways

Major Thoroughfares

* Anticipated Completion in PY 2019

Data Sources: Housing & Community Development Department; and the City of Houston GIS

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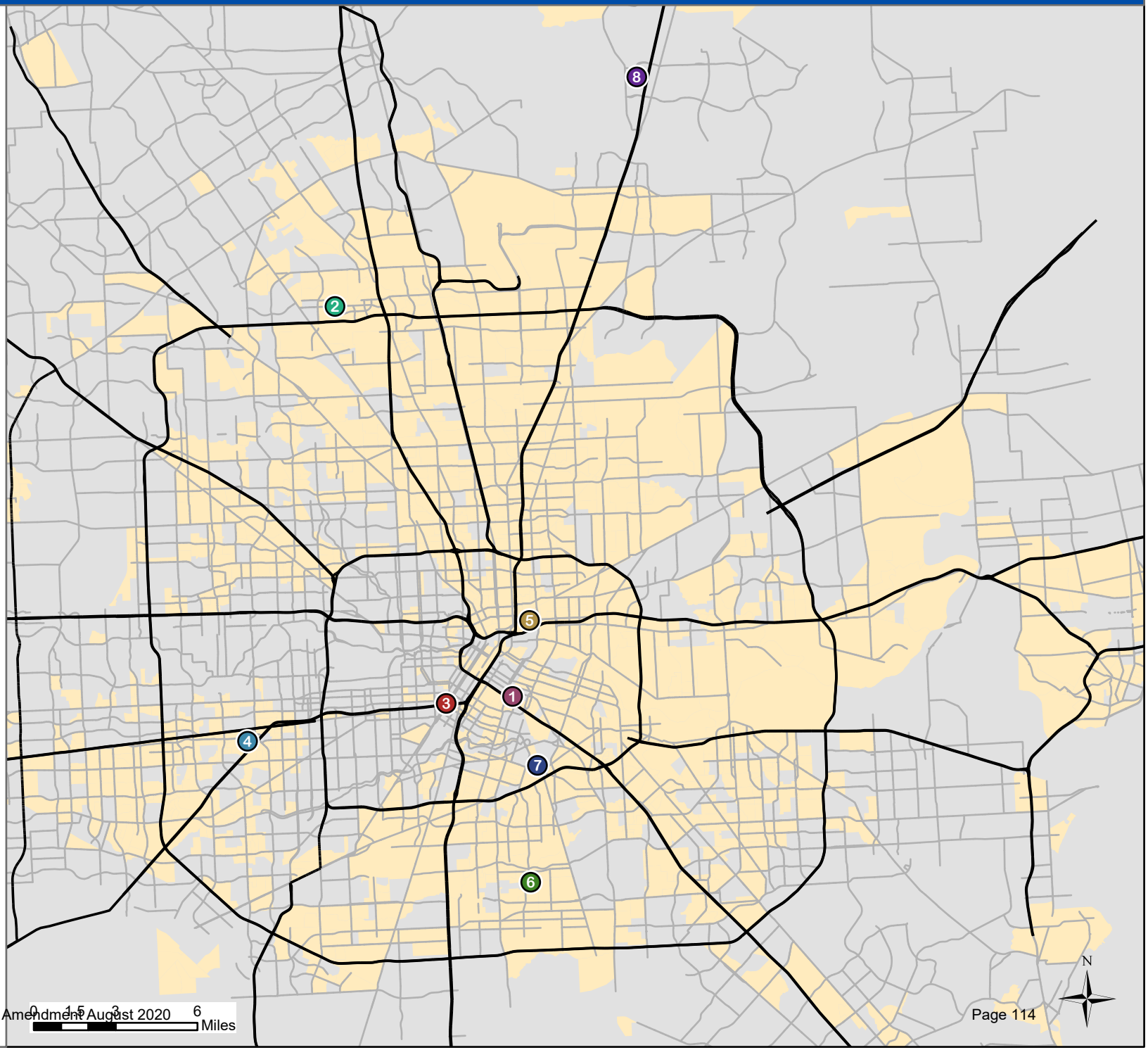
Production Date: 2/20/19



Public Facilities and Improvement Projects - CDBG

Housing & Community Development Department

Projects

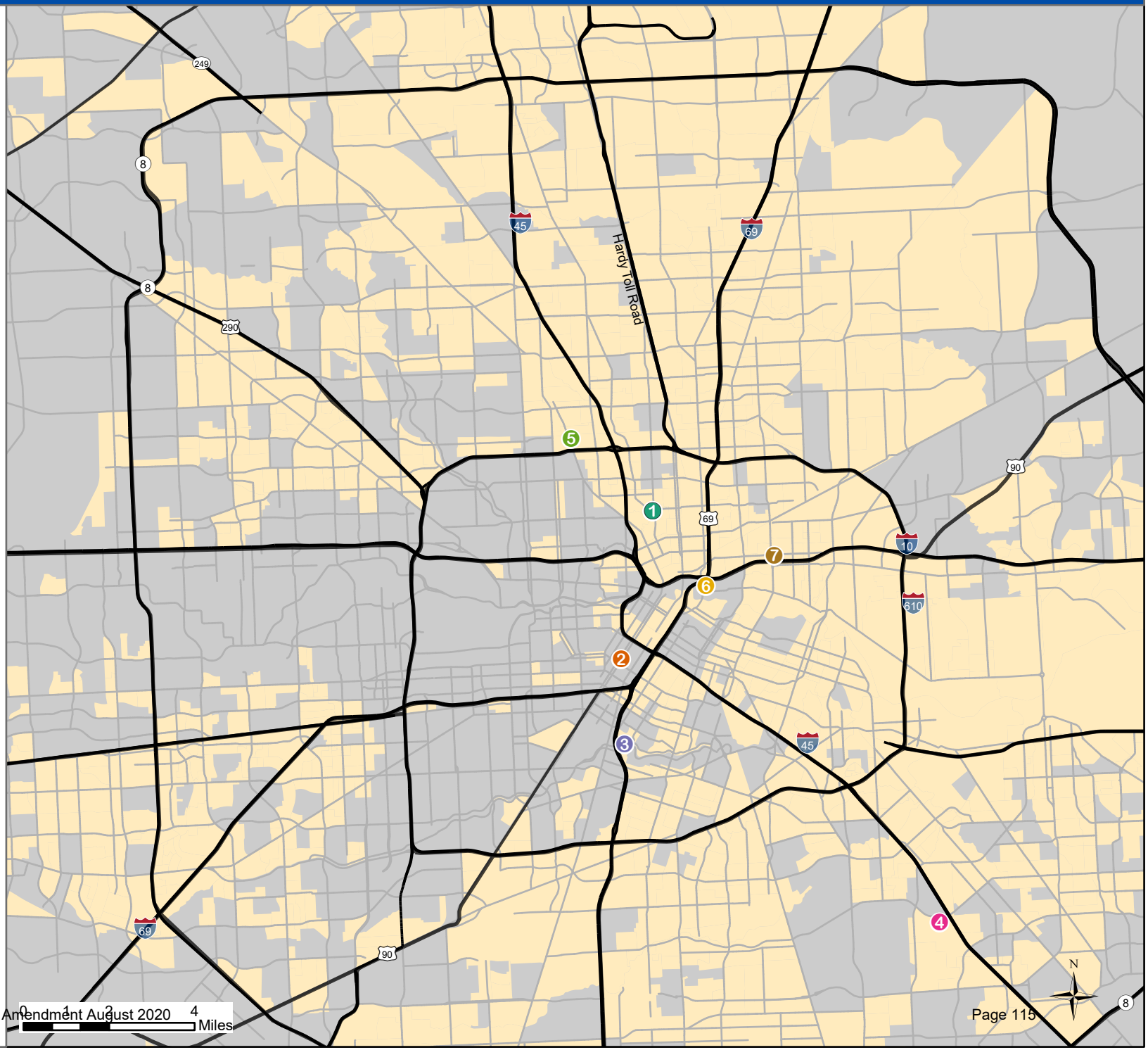
1. Avenue Center*
2. Bering Omega Community Services (LMC)*
3. HEB*
4. HRA – Houston Furniture Bank (LMJ)
5. Independence Heights Community Center*
6. Swiney Community Center*
7. Telo Market*

City Limits

LM Block Group

Highways

Major Thoroughfares



* Anticipated Completion in PY 2019

Data Sources: Housing & Community Development Department; and the City of Houston GIS

Disclaimer:
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Production Date: 2/20/19

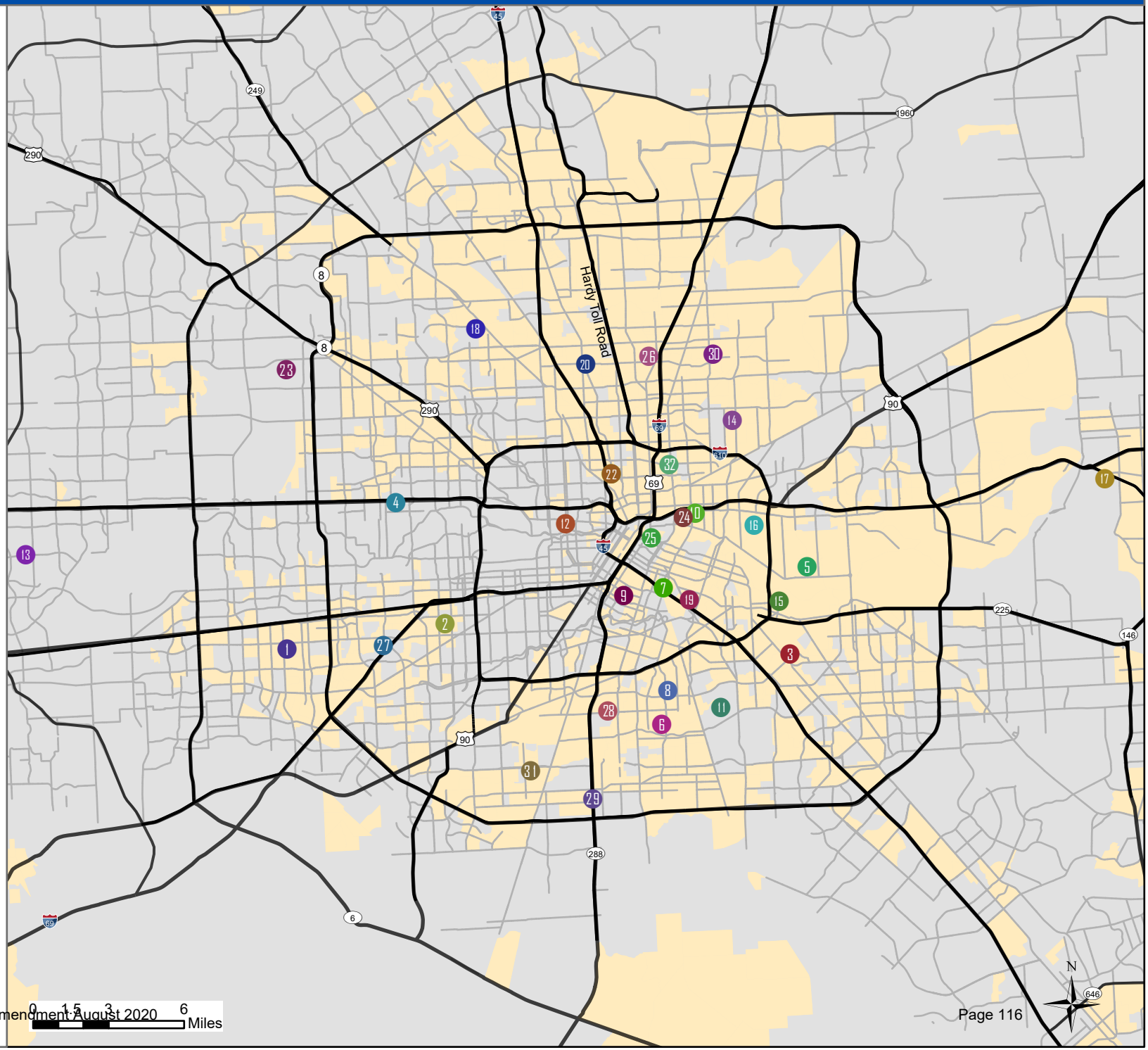
Youth Enrichment Programs - CDBG

Housing & Community Development Department

Service Provider

1 Alief
2 Burnett Bayland
3 Charlton
4 Clark
5 Clinton
6 Crestmont
7 Eastwood
8 Edgewood
9 Emancipation
10 Finnigan
11 Garden Villas
12 Hartman
13 Highland
14 Hobart Taylor
15 Ingrando
16 Judson Robinson Sr.
17 Lakewood
18 Lincoln
19 Marian
19 Mason
20 Melrose
21 Montie Beach
22 Moody
23 R L & Cora Johnson
24 Selena-Denver Harbor
25 Settegast
26 Shady Lane
27 Sharpstown
28 Sunnyside
29 Swindle - Cloverland
30 Tidwell
31 Townwood
32 Tuffly

City Limits
LMI Area
Highways
Major Thoroughfares



Data Sources: Housing & Community Development Department; and the City of Houston GIS

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Production Date: 2/19/19

Appendix # 3: Grant Applications – SF-424s

FC78012

OMB Number: 4040-0004
Expiration Date: 12/31/2019

Application for Federal Assistance SF-424

2019-0381

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
☐ Preapplication	☒ New	
☒ Application	☐ Continuation	* Other (Specify):
☐ Changed/Corrected Application	☐ Revision	

* 3. Date Received:	4. Applicant Identifier:
	B19-MC48-0018

5a. Federal Entity Identifier:	5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City of Houston

* b. Employer/Taxpayer Identification Number (EIN/TIN):	* c. Organizational DUNS:
746001164	8324319850000

d. Address:

* Street1: 2100 Travis
Street2: P.O. Box 1562
* City: Houston
County/Parish:
* State: TX: Texas
Province:
* Country: USA: UNITED STATES
* Zip / Postal Code: 77251-1562

e. Organizational Unit:

Department Name:	Division Name:
Housing and Community Dev Dept	

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:
* First Name: Tom
Middle Name:
* Last Name: McCasland
Suffix:

Title: Director

Organizational Affiliation:

* Telephone Number: 832-394-6282
Fax Number:

* Email: Tom.McCasland@houstontx.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grant

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Houston

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

CDBG Grant Funds - PY 2019

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant 2,7,8,9,10,18,22,29,36 * b. Program/Project 2,7,8,9,10,18,22,29,36

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2019 * b. End Date: 06/30/2020

18. Estimated Funding ($):

* a. Federal	23,936,444.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	4,153,644.00
* g. TOTAL	28,090,088.00

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

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

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

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

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

☒ ** I AGREE

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

Authorized Representative:

Prefix: * First Name: Sylvester

Middle Name:

* Last Name: Turner

Suffix:

* Title: Mayor

* Telephone Number: 832-393-1011 Fax Number:

* Email: sylvester.turner@houstontx.gov

* Signature of Authorized Representative: Amanda Washington * Date Signed: 8/30/19

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or ány other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.

4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29) U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statue(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statue(s) which may apply to the application.

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Standard Form 424D (Rev. 7-97)
Prescribed by OMB Circular A-102

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.

14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
Amanda Washington 5-30-19	Mayor
APPLICANT ORGANIZATION	**DATE SUBMITTED**
City of Houston	5-30-19

SF-424D (Rev. 7-97) Back

Attest/Seal:

City Secretary Assistant

Countersigned:

City Controller

DATE OF COUNTERSIGNATURE: 5-30, 2019

APPROVED:

Director
Housing and Community Development Department

APPROVED AS TO FORM:

Senior Assistant City Attorney

CDBG Budget Page

CDBG Funds	Allocation (PY 2019 / FY 2020)	
Sources		
CDBG Grant Award	$ 23,936,444	
Estimated Program Income	$ 4,153,644	
Projected CDBG Funding	$ 28,090,088	
Uses		
Program Administration*	$ 5,618,017	20.0%
Public Services**	$ 3,540,149	12.6%
ESG Match (1:1 - Includes In-Kind)**	$ 500,000	1.8%
Public Facilities and Improvements (Public/Private)	$ 7,224,745	25.7%
Home Repair Program	$ 7,424,334	26.4%
Lead-Based Paint	$ 275,000	1.0%
Multifamily Housing Program	$ 300,000	1.1%
Economic Development	$ 400,000	1.4%
Code Enforcement	$ 2,807,843	10.0%
Total	$ 28,090,088	100.0%

**Program Administration up to 20% of Grant Amount + Projected Program Income*
***The City has been grandfathered with a rate of 16.77% instead of 15%*

CDBG Estimated Program Income

CDBG Estimated Program Income	Estimated Program Income (PY 2019 / FY 2020)
Sources	
Multifamily Housing Loan Repayments/Fees	$ 153,644
Section 108/ EDI Program Income	$ 4,000,000
Projected CDBG Funding	**$ 4,153,644**
Uses	
Program Administration	$ 831,300
Public Services	$ 26,245
Public Facilities and Improvements (Public/Private)	$ 1,596,099
Home Repair	$ 1,700,000

OMB Number: 4040-0004
Expiration Date: 12/31/2019

Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
☐ Preapplication	☒ New	
☒ Application	☐ Continuation	* Other (Specify):
☐ Changed/Corrected Application	☐ Revision	

* 3. Date Received:	4. Applicant Identifier:
	M19-MC48-0206

5a. Federal Entity Identifier:	5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City of Houston

* b. Employer/Taxpayer Identification Number (EIN/TIN):	* c. Organizational DUNS:
746001164	8324319850000

d. Address:

* Street1:	2100 Travis
Street2:	P.O. Box 1562
* City:	Houston
County/Parish:	
* State:	TX: Texas
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	77251-1562

e. Organizational Unit:

Department Name:	Division Name:
Housing and Community Dev Dept	

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:		* First Name:	Tom
Middle Name:			
* Last Name:	McCasland		
Suffix:			

Title: Director

Organizational Affiliation:

* Telephone Number:	832-394-6282	Fax Number:	

* Email: Tom.McCasland@houstontx.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.239

CFDA Title:

HOME Investment Partnership Grant

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Houston

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

HOME Grant Funds - PY 2019

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant 2,7,8,9,10,18,22,29,36

* b. Program/Project 2,7,8,9,10,18,22,29,36

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2019

* b. End Date: 06/30/2020

18. Estimated Funding ($):

* a. Federal	9,307,715.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	126,543.00
* g. TOTAL	9,434,258.00

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

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

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

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

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

☒ ** I AGREE

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

Authorized Representative:

Prefix:

* First Name: Sylvester

Middle Name:

* Last Name: Turner

Suffix:

* Title: Mayor

* Telephone Number: 832-393-1011

Fax Number:

* Email: sylvester.turner@houstontx.gov

* Signature of Authorized Representative: Sylvester Turner / Amanda Washington

* Date Signed: 5-30-19

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29) U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statue(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statue(s) which may apply to the application.

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11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.

14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
Sylvester Turner 5-30-19	Mayor
APPLICANT ORGANIZATION	**DATE SUBMITTED**
City of Houston	5-30-19

SF-424D (Rev. 7-97) Back

Attest/Seal:

City Secretary Assistant

Countersigned:

City Controller

DATE OF COUNTERSIGNATURE: 5-30, 2019

APPROVED:

Director
Housing and Community Development Department

APPROVED AS TO FORM:

Senior Assistant City Attorney

HOME Budget Page

HOME Funds	Allocation (PY 2019 / FY 2020)	
Sources		
HOME Grant Award	$ 9,307,715	
Estimated Program Income	$ 126,543	
Projected HOME Funding	**$ 9,434,258**	
Uses		
Planning and Administration*	$ 943,425	10.0%
Multifamily Development	$ 6,885,750	73.0%
Single Family Development**	$ 1,605,083	17.0%
Total	**$ 9,434,258**	**100.0%**

**Planning and Administration up to 10% of Grant Amount + Projected Program Income*
***15% CHDO set aside included*

HOME Estimated Program Income

HOME Estimated Program Income	Estimated Program Income (PY 2019 / FY 2020)
Sources	
Multifamily Housing Loan Repayments/Fees	$ 126,543
Projected HOME Funding	$ 126,543
Uses	
Program Administration	$ 12,654
Multifamily Development	$ 113,889

OMB Number: 4040-0004
Expiration Date: 12/31/2019

Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
☐ Preapplication	☒ New	
☒ Application	☐ Continuation	* Other (Specify):
☐ Changed/Corrected Application	☐ Revision	

* 3. Date Received:	4. Applicant Identifier:
	TXH19-F003

5a. Federal Entity Identifier:	5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City of Houston

* b. Employer/Taxpayer Identification Number (EIN/TIN):	* c. Organizational DUNS:
746001164	8324319850000

d. Address:

* Street1:	2100 Travis
Street2:	P.O. Box 1562
* City:	Houston
County/Parish:	
* State:	TX: Texas
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	77251-1562

e. Organizational Unit:

Department Name:	Division Name:
Housing and Community Dev Dept	

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:		* First Name:	Tom
Middle Name:			
* Last Name:	McCasland		
Suffix:			

Title: Director

Organizational Affiliation:

* Telephone Number:	832-394-6282	Fax Number:	

* Email: Tom.McCasland@houstontx.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.241

CFDA Title:

Housing Opportunities for Persons with AIDS

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Houston

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

HOPWA Grant Funds - PY 2019

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant 2,7,8,9,10,18,22,29,36 * b. Program/Project 2,7,8,9,10,18,22,29,36

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2019 * b. End Date: 06/30/2020

18. Estimated Funding ($):

* a. Federal	9,882,076.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	9,882,076.00

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

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on _____.

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

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

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

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

☒ ** I AGREE

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

Authorized Representative:

Prefix: * First Name: Sylvester

Middle Name:

* Last Name: Turner

Suffix:

* Title: Mayor

* Telephone Number: 832-393-1011 Fax Number:

* Email: sylvester.turner@houstontx.gov

* Signature of Authorized Representative: Amanda Washington * Date Signed: 5/30/19

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29) U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statue(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statue(s) which may apply to the application.

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Prescribed by OMB Circular A-102

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.

14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
Sylvester Turner 5-30-19	Mayor
APPLICANT ORGANIZATION	**DATE SUBMITTED**
City of Houston	5-30-19

SF-424D (Rev. 7-97) Back

Attest/Seal:

City Secretary Assistant

Countersigned:

City Controller

DATE OF COUNTERSIGNATURE: 5-30, 2019

APPROVED:

Director
Housing and Community Development Department

APPROVED AS TO FORM:

Senior Assistant City Attorney

HOPWA Budget Page

HOPWA Funds	Allocation (PY 2019 / FY 2020)	
Sources		
HOPWA Grant Award	$ 9,882,076	
Uses		
Operating Costs	$ 2,329,745	23.6%
Supportive Services	$ 2,029,445	20.5%
Project or Tenant Based Rental Assistance	$ 3,044,238	30.8%
Short-term Rent, Mortgage, & Utility Subsidies	$ 1,424,436	14.4%
Resource Identification/Technical Assistance/Housing Information	$ 66,005	0.7%
Grantee Administration – HCDD	$ 296,462	3.0%
Sponsor Administration	$ 691,745	7.0%
Total	$ 9,882,076	100.0%

OMB Number: 4040-0004
Expiration Date: 12/31/2019

Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
☐ Preapplication	☒ New	
☒ Application	☐ Continuation	* Other (Specify):
☐ Changed/Corrected Application	☐ Revision	

* 3. Date Received:	4. Applicant Identifier:
	E19-MC-48-0018

5a. Federal Entity Identifier:	5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:	City of Houston
* b. Employer/Taxpayer Identification Number (EIN/TIN):	746001164
* c. Organizational DUNS:	8324319850000

d. Address:

* Street1:	2100 Travis
Street2:	P.O. Box 1562
* City:	Houston
County/Parish:	
* State:	TX: Texas
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	77251-1562

e. Organizational Unit:

Department Name:	Division Name:
Housing and Community Dev Dept	

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:		* First Name:	Tom
Middle Name:			
* Last Name:	McCasland		
Suffix:			

Title:	Director
Organizational Affiliation:	
* Telephone Number:	832-394-6282
Fax Number:	
* Email:	Tom.McCasland@houstontx.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.231

CFDA Title:

Emergency Solutions Grant

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Houston

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

ESG Grant Funds - PY 2019

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant 2,7,8,9,10,18,22,29,36 * b. Program/Project 2,7,8,9,10,18,22,29,36

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2019 * b. End Date: 06/30/2020

18. Estimated Funding ($):

* a. Federal	2,031,897.00
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	2,031,897.00

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

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

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

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

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

☒ ** I AGREE

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

Authorized Representative:

Prefix: * First Name: Sylvester

Middle Name:

* Last Name: Turner

Suffix:

* Title: Mayor

* Telephone Number: 832-393-1011 Fax Number:

* Email: sylvester.turner@houstontx.gov

* Signature of Authorized Representative: Sylvester Turner Amanda Washington 5-3019 * Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29) U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statue(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statue(s) which may apply to the application.

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Prescribed by OMB Circular A-102

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.

14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
Sylvester Turner Amanda Washington 53079	Mayor
APPLICANT ORGANIZATION	**DATE SUBMITTED**
City of Houston	5-30-19

SF-424D (Rev. 7-97) Back

Attest/Seal:

City Secretary Assistant

Countersigned:

City Controller

DATE OF COUNTERSIGNATURE: 5-30, 2019

APPROVED:

Director
Housing and Community Development Department

APPROVED AS TO FORM:

Senior Assistant City Attorney

ESG Budget Page

ESG Funds	Allocation (PY 2019 / FY 2020)	
Sources		
ESG Grant Award	$ 2,031,897	
Uses		
Homeless Management Information System (HMIS)	$ 81,516	4.0%
Emergency Shelter	$ 676,057	33.3%
Homeless Prevention	$ 407,754	20.1%
Rapid Rehousing	$ 714,178	35.1%
Administration	$ 152,392	7.5%
Total	$ 2,031,897	

CERTIFICATIONS

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

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

Amanda Washington

Signature of Authorized Official

5-30-19

Date

Mayor

Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2017, 2018, 2019 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

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

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

Amanda Washington

Signature of Authorized Official

5-30-19

Date

Mayor

Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

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

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

Amanda Washington 5-30-19

Signature of Authorized Official Date

Mayor

Title

Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

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

Supportive Services – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Signature of Authorized Official

5-30-19
Date

Amanda Washington

Mayor
Title

Housing Opportunities for Persons With AIDS Certifications

The HOPWA grantee certifies that:

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

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

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,

2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Amanda Washington

Signature of Authorized Official

5-30-19

Date

Mayor

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

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

OMB Number: 4040-0004
Expiration Date: 12/31/2022

Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
☐ Preapplication	☒ New	
☒ Application	☐ Continuation	* Other (Specify):
☐ Changed/Corrected Application	☐ Revision	

* 3. Date Received:	4. Applicant Identifier:
	B-20-MW-48-0018

5a. Federal Entity Identifier:	5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City of Houston

* b. Employer/Taxpayer Identification Number (EIN/TIN):	* c. Organizational DUNS:
746001164	8324319850000

d. Address:

* Street1:	2100 Travis Street, 9th Floor
Street2:	
* City:	Houston
County/Parish:	
* State:	TX: Texas
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	77002

e. Organizational Unit:

Department Name:	Division Name:
Housing and Community Dev Dept	

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:		* First Name:	Tom
Middle Name:			
* Last Name:	McCasland		
Suffix:			

Title: Director

Organizational Affiliation:

* Telephone Number:	832.394.6282	Fax Number:	

* Email: Tom.McCasland@houstontx.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grant / CV funds

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Community Development Block Grant Funds - CV

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant 2,7,8,9,10,18,22,29,26

* b. Program/Project 2,7,8,9,10,18,22,29,26

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 05/01/2020

* b. End Date: 09/30/2022

18. Estimated Funding ($):

* a. Federal	14,523,741.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	14,523,741.00

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

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

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

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

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

☒ ** I AGREE

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

Authorized Representative:

Prefix:

* First Name: Sylvester

Middle Name:

* Last Name: Turner

Suffix:

* Title: Mayor

* Telephone Number: 832.393.1011

Fax Number:

* Email: Sylvester.Turner@houstontx.gov

* Signature of Authorized Representative:

* Date Signed: 5/8/2020

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

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As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
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Prescribed by OMB Circular A-102

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.

14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Mayor
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Houston	5/8/2020

SF-424D (Rev. 7-97) Back

CDBG-CV Budget Page

CDBG-CV Funds	Estimated Allocation
Sources	
CDBG-CV Grant Award	$ 14,523,741.00
CDBG-CV Funding	$ 14,523,741.00
Uses	
Public Services	$ 10,968,993.00
Housing Services	$ 650,000.00
Planning and Administration	$ 2,904,748.00
Total	**$ 14,523,741.00**

OMB Number: 4040-0004
Expiration Date: 12/31/2022

Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
☐ Preapplication	☒ New	
☒ Application	☐ Continuation	* Other (Specify):
☐ Changed/Corrected Application	☐ Revision	

* 3. Date Received:	4. Applicant Identifier:
	TXH20-FHW003 07

5a. Federal Entity Identifier:	5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City of Houston

* b. Employer/Taxpayer Identification Number (EIN/TIN):	* c. Organizational DUNS:
746001164	8324319850000

d. Address:

* Street1:	2100 Travis Street, 9th Floor
Street2:	
* City:	Houston
County/Parish:	
* State:	TX: Texas
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	77002

e. Organizational Unit:

Department Name:	Division Name:
Housing and Community Dev Dept	

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:		* First Name:	Tom
Middle Name:			
* Last Name:	McCasland		
Suffix:			

Title: Director

Organizational Affiliation:

* Telephone Number:	832.394.6282	Fax Number:	

* Email: Tom.McCasland@houstontx.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.241

CFDA Title:

Housing Opportunity for Persons with AIDS / CV funds

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

HOPWA-CV

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant 2,7,8,9,10,18,22,29,26

* b. Program/Project 2,7,8,9,10,18,22,29,26

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 05/01/2020

* b. End Date: 09/30/2022

18. Estimated Funding ($):

* a. Federal	1,501,211.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	1,501,211.00

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

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

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

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

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

☒ ** I AGREE

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

Authorized Representative:

Prefix:

* First Name: Sylvester

Middle Name:

* Last Name: Turner

Suffix:

* Title: Mayor

* Telephone Number: 832.393.1011

Fax Number:

* Email: Sylvester.Turner@houstontx.gov

* Signature of Authorized Representative:

* Date Signed: 5/8/2020

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29) U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statue(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statue(s) which may apply to the application.

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Standard Form 424D (Rev. 7-97)
Prescribed by OMB Circular A-102

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.

14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Mayor
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Houston	5/8/2020

SF-424D (Rev. 7-97) Back

HOPWA-CV Budget Page

HOPWA-CV Funds	Estimated Allocation
Sources	
HOPWA-CV Grant Award	$ 1,501,211.00
HOPWA-CV Funding	**$ 1,501,211.00**
Uses	
Support Services	$ 261,018.00
Project or Tenant Based Rental Assistance	$ 200,000.00
Short-term Rent, Mortgage, and Utility Assistance	$ 800,000.00
Grantee Administration	$ 90,072.00
Sponsor Administration	$ 150,121.00
Total	**$ 1,501,211.00**

OMB Number: 4040-0004
Expiration Date: 12/31/2022

Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
☐ Preapplication	☒ New	
☒ Application	☐ Continuation	* Other (Specify):
☐ Changed/Corrected Application	☐ Revision	

* 3. Date Received:	4. Applicant Identifier:
	E-20-MW-48-0018

5a. Federal Entity Identifier:	5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City of Houston

* b. Employer/Taxpayer Identification Number (EIN/TIN):	* c. Organizational DUNS:
746001164	8324319850000

d. Address:

* Street1:	2100 Travis Street, 9th Floor
Street2:	
* City:	Houston
County/Parish:	
* State:	TX: Texas
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	77002

e. Organizational Unit:

Department Name:	Division Name:
Housing and Community Dev Dept	

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:		* First Name:	Tom
Middle Name:			
* Last Name:	McCasland		
Suffix:			

Title: Director

Organizational Affiliation:

* Telephone Number:	832.394.6282	Fax Number:	

* Email: Tom.McCasland@houstontx.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.231

CFDA Title:

Emergency Solutions Grant / CV funds

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

ESG-CV

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant 2,7,8,9,10,18,22,29,26

* b. Program/Project 2,7,8,9,10,18,22,29,26

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 05/01/2020

* b. End Date: 09/30/2022

18. Estimated Funding ($):

* a. Federal	7,252,552.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	7,252,552.00

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

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on ☐.

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

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

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

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

☒ ** I AGREE

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

Authorized Representative:

Prefix:

* First Name: Sylvester

Middle Name:

* Last Name: Turner

Suffix:

* Title: Mayor

* Telephone Number: 832.393.1011

Fax Number:

* Email: Sylvester.Turner@houstontx.gov

* Signature of Authorized Representative:

* Date Signed: 5/8/2020

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29) U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statue(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statue(s) which may apply to the application.

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11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.

14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Mayor
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Houston	5/8/2020

SF-424D (Rev. 7-97) Back

ESG-CV Budget Page

ESG-CV Funds	Estimated Allocation
Sources	
ESG-CV Grant Award	$ 7,252,552.00
ESG-CV Funding	**$ 7,252,552.00**
Uses	
Street Outreach	$ 127,297.00
HMIS	$ 100,000.00
Emergency Shelter	$ 4,000,000.00
Homeless Prevention	$ 2,000,000.00
Rapid Rehousing	$ 300,000.00
Administration	$ 725,255.00
Total	**$ 7,252,552.00**

CERTIFICATIONS

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

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

Signature of Authorized Official

5/8/2020
Date

Mayor
Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2017, 2018, 2019 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

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

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

Signature of Authorized Official

5/8/2020
Date

Mayor
Title

OPTIONAL Community Development Block Grant Certification

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

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

Signature of Authorized Official

5/8/2020
Date

Mayor
Title

INTERIM ESG-CV Certifications (NON-STATE)

The Emergency Solutions Grants Program Recipient certifies that:

Major rehabilitation/conversion – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation. EXCEPTION: In accordance with the CARES Act, the certifications in this paragraph do not apply with respect to CARES Act funding that is used to provide temporary emergency shelters (through leasing of existing property, temporary structures, or other means) to prevent, prepare for, and respond to coronavirus.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area. EXCEPTION: In accordance with the CARES Act, the certification in this paragraph does not apply with respect to CARES Act funding that is used to provide temporary emergency shelters (through leasing of existing property, temporary structures, or other means) to prevent, prepare for, and respond to coronavirus.

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

Supportive Services – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

~~**Matching Funds** – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.~~

Confidentiality – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with

the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction's consolidated plan.

Discharge Policy – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Amanda Washington — 5-11-2020

Signature/Authorized Official — Date

Mayor

Title

Housing Opportunities for Persons With AIDS Certifications

The HOPWA grantee certifies that:

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

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

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,

2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature of Authorized Official

5/8/2020
Date

Mayor
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

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

OMB Number: 4040-0004
Expiration Date: 12/31/2022

FC78012
2020-0694

Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
☐ Preapplication	☐ New	A (Increase Award)
☐ Application	☐ Continuation	* Other (Specify):
☒ Changed/Corrected Application	☒ Revision	

* 3. Date Received:	4. Applicant Identifier:
	E-20-MW-48-0018

5a. Federal Entity Identifier:	5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City of Houston

* b. Employer/Taxpayer Identification Number (EIN/TIN):	* c. Organizational DUNS:
746001164	8324319850000

d. Address:

* Street1: 2100 Travis Street, 9th Floor
Street2:
* City: Houston
County/Parish:
* State: TX: Texas
Province:
* Country: USA: UNITED STATES
* Zip / Postal Code: 77002

e. Organizational Unit:

Department Name:	Division Name:
Housing and Community Dev Dept	

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:
* First Name: Tom
Middle Name:
* Last Name: McCasland
Suffix:

Title: Director

Organizational Affiliation:

* Telephone Number: 832.394.6282	Fax Number:

* Email: Tom.McCasland@houstontx.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.231

CFDA Title:

Emergency Solutions Grant / CV funds

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

ESG-CV

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant 2,7,8,9,10,18,22,29, 6

* b. Program/Project 2,7,8,9,10,18,22,29, 6

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2019

* b. End Date: 06/30/2020

18. Estimated Funding ($):

* a. Federal	28,902,420.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	28,902,420.00

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

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

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

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

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

☒ ** I AGREE

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

Authorized Representative:

Prefix:

* First Name: Sylvester

Middle Name:

* Last Name: Turner

Suffix:

* Title: Mayor

* Telephone Number: 832.393.1011

Fax Number:

* Email: sylvester.turner@houstontx.gov

* Signature of Authorized Representative:

* Date Signed: 8/20/2020

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.

4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29) U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statue(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statue(s) which may apply to the application.

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Prescribed by OMB Circular A-102

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.

14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE Mayor
APPLICANT ORGANIZATION City of Houston	DATE SUBMITTED 8/20/2020

SF-424D (Rev. 7-97) Back

Attest/Seal:

City Secretary

Interim

Countersigned:

City Controller

DATE OF COUNTERSIGNATURE: 8-25, 2020

APPROVED:

DocuSigned by:

Director

Housing and Community Development Department

APPROVED AS TO FORM:

Senior Assistant City Attorney

Revised ESG-CV Budget Page

ESG Funds	Allocation (PY 2019 / FY 2020)	Percentage
Sources		
Projected ESG Grant Award	**$ 21,649,868**	
Uses		
Emergency Shelter	$ 12,425,519	43.0%
Homeless Prevention	$ 1,707,000	5.9%
Rapid Rehousing	$ 11,879,660	41.1%
Administration	$ 2,890,241	10.0%
Total	**$ 28,902,420**	**100.0%**

Appendix # 4: Certifications

CERTIFICATIONS

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

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

Amanda Washington 5-30-19

Signature of Authorized Official Date

Mayor

Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2017, 2018, 2019 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

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

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

Amanda Washington

Signature of Authorized Official

5-30-19

Date

Mayor

Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

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

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

Amanda Washington 5-30-19

Signature of Authorized Official Date

Mayor

Title

Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

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

Supportive Services – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Signature of Authorized Official

5-30-19
Date

Amanda Washington

Mayor
Title

Housing Opportunities for Persons With AIDS Certifications

The HOPWA grantee certifies that:

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

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

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,

2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Amanda Washington

Signature of Authorized Official

5-3019

Date

Mayor

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

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

CERTIFICATIONS

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

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

Signature of Authorized Official

5/8/2020
Date

Mayor
Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2017, 2018, 2019 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

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

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

Signature of Authorized Official

5/8/2020
Date

Mayor
Title

OPTIONAL Community Development Block Grant Certification

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

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

Signature of Authorized Official — Date: 5/8/2020

Mayor
Title

INTERIM ESG-CV Certifications (NON-STATE)

The Emergency Solutions Grants Program Recipient certifies that:

Major rehabilitation/conversion – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation. EXCEPTION: In accordance with the CARES Act, the certifications in this paragraph do not apply with respect to CARES Act funding that is used to provide temporary emergency shelters (through leasing of existing property, temporary structures, or other means) to prevent, prepare for, and respond to coronavirus.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area. EXCEPTION: In accordance with the CARES Act, the certification in this paragraph does not apply with respect to CARES Act funding that is used to provide temporary emergency shelters (through leasing of existing property, temporary structures, or other means) to prevent, prepare for, and respond to coronavirus.

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

Supportive Services – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

~~**Matching Funds** – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.~~

Confidentiality – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with

the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction's consolidated plan.

Discharge Policy – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Amanda Washington — 5-11-2020

Signature/Authorized Official — Date

Mayor

Title

Housing Opportunities for Persons With AIDS Certifications

The HOPWA grantee certifies that:

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

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

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,

2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature of Authorized Official

5/8/2020
Date

Mayor
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

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

INTERIM ESG-CV Certifications (NON-STATE)

The Emergency Solutions Grants Program Recipient certifies that:

Major rehabilitation/conversion – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.
EXCEPTION: In accordance with the CARES Act, the certifications in this paragraph do not apply with respect to CARES Act funding that is used to provide temporary emergency shelters (through leasing of existing property, temporary structures, or other means) to prevent, prepare for, and respond to coronavirus.

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Supportive Services – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

~~**Matching Funds** – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.~~

Confidentiality – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with

the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction's consolidated plan.

Discharge Policy – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Signature/Authorized Official

8/20/2020
Date

Mayor
Title

Appendix # 5: ESG Guidelines

CITY OF HOUSTON
EMERGENCY SOLUTIONS GRANTS PROGRAM
WRITTEN STANDARDS

Contents

Introduction 3

Standards Applicable to All Program Components 3

Eligible ESG Program Components 3

Coordinating Assessment & Services Among Providers 3

Coordinating with Mainstream and Targeted Homeless Providers 4

Standards Specific to Emergency Shelter 5

Eligibility: Homeless Status 5

Eligibility: Intake and Assessment 5

Eligibility: Prioritization & Referral Policies 5

Standards Specific to Homelessness Prevention and Rapid Re-Housing 6

Eligibility: Status as Homeless or At-Risk of Homelessness 6

Homelessness Prevention 6

Rapid Re-Housing 6

Eligibility: Intake and Assessment 7

Targeted Populations: Client Prioritization 7

Homelessness Prevention 7

Rapid Re-Housing 7

Financial Assistance 8

Duration and Amount of Assistance 8
Participant Share 8
Housing Stabilization and Relocation Related Assistance and Services 9
Required Services: Case Management & Case Loads 9
Required Services: Housing Location Services 10
Required Services: Inspection and landlord agreement 10
Ineligible Services: Credit Repair and Legal Services 10
Optional Services: Security/Utility Deposits 10
Optional Services: Rental Application FEES 11
Eligibility: Periodic Re-Certification 11
Appendix A: HUD Definition for Homeless 12
Appendix B: HUD Definition for At Risk of Homelessness 12
Appendix C: Cross Walk of HUD Homeless and At Risk Definitions and Eligibility to ESG Program Components 14
Appendix D: Eligibility Criteria and Prioritization Tool for Homelessness Prevention System 15

INTRODUCTION

City of Houston has developed the following standards for providing assistance with Emergency Solutions Grants (ESG) funds as required by 24 CFR 576.400 (e). These standards were created in coordination with the Houston/Harris County Continuum of Care which includes Harris County, the City of Houston, Fort Bend County and the City of Pasadena, and Texas Department of Housing and Community Affairs funding within the CoC geographic area. They are in accordance with the interim rule for the Emergency Solutions Grants Program released by the U.S. Department of Housing and Urban Development on December 4, 2011 and the final rule for the definition of homelessness also released by the U.S. Department of Housing and Urban Development on December 4, 2011.

City of Houston expects that the standards will adjust as the City of Houston gains more experience with and collects more data from services provided with the Emergency Solutions Grants program. The Standards serve as the guiding principles for funding programs. The Business Rules outline the operations and process for carrying out each program component.

STANDARDS APPLICABLE TO ALL PROGRAM COMPONENTS

ELIGIBLE ESG PROGRAM COMPONENTS

There are four (4) ESG Program Components:

1. Rapid Re-Housing,
2. Emergency Shelter,
3. Homelessness Prevention and
4. Street Outreach.

Funds for ESG can be used to support any of the eligible components. The CoC and the City of Houston gives priority to funding that supports securing housing options for homeless households and to support the expansion of rapid re-housing.

COORDINATING ASSESSMENT & SERVICES AMONG PROVIDERS

City of Houston expects that all providers participate in the coordinated assessment system. The system consists of an electronic assessment system housed in the HMIS and a dedicated Project Manager through the CoC Lead Agency. The electronic assessment system has been established for most program components, and the CoC is working to complete the system for

all components. Coordinated assessment uses a common housing assessment and triage tool to ensure that all homeless individuals are referred to the appropriate housing intervention. Coordinated assessment will be used as each housing intervention supported by ESG is fully integrated into the system referral process. Prior to full implementation of coordinate assessment, agencies can continue to accept direct referrals from individuals and other agencies.

Verification of Homeless Status: Project level staff are required to obtain documentation at project intake of homeless or at-risk of homelessness status. This status must be maintained in the client's file and available for monitoring by HCCSD and HUD. These Standards establish the order of priority for obtaining evidence [per 24 CFR 576.500 (b)] as: 1) third-party documentation, 2) intake worker observations, and 3) certification from the person seeking assistance.

Designate staff members for CoC Provider Input forum: Each agency will assign two representatives to the input forum, where at least one member (CEO/ED) has decision making capacity for the program. CoC Provider Input Forums will meet quarterly, or more often as required by current CoC policies, where providers give and receive information regarding CoC strategies and policies.

Participate in any standardized training as designated by ESG funders and offered through CoC. The CoC will provide a vetted and standardize training curriculum for all housing stability case managers that will be available for all agencies providing case management for housing based services. The curriculum and standards will be developed as a part of and in partnership with the Continuum of Care Technical Assistance from the Department of Housing and Urban Development. This will focus on the requirements of maintaining stable housing and ensure access to mainstream resources that will provide ongoing, continued and necessary support for households to gain and maintain stable housing.

COORDINATING WITH MAINSTREAM AND TARGETED HOMELESS PROVIDERS

City of Houston expects that every agency that is funded through ESG will coordinate with and access mainstream and other targeted homeless resources. City of Houston will evaluate performance of each provider based on the outcomes achieved toward housing models adopted through the CoC Steering committee. These outcome measures will be used to evaluate program success annually. City of Houston will use this and other performance metrics to guide funding decisions for ESG funded programs. Required outcomes for each intervention around accessing mainstream resources will match the outcomes approved by the CoC Steering Committee annually.

STANDARDS SPECIFIC TO EMERGENCY SHELTER

ELIGIBILITY: HOMELESS STATUS

Homeless clients entering into the shelter system must meet the HUD criteria for homelessness as either literally homeless (Homeless Category 1), at imminent risk of homelessness (Homeless Category 2), homeless under another federal statute (Homeless Category 3), or fleeing/attempting to flee domestic violence (Homeless Category 4).

For additional details related to the HUD definition of Homeless and applicability to each program component, see Appendix A and Appendix C.

ELIGIBILITY: INTAKE AND ASSESSMENT

As already indicated above under Coordinating Assessment & Services, case managers will use the Continuum wide assessment tool to review client situation, understand eligibility, and begin the process of determining length of assistance. The tool will include an assessment form for diversion that providers are currently testing. Once testing has been finalized, the diversion assessment will be required for all providers, including DV providers.

Specific to Emergency Shelter,

- Any new client entering into shelter must also undergo a complete assessment to understand client needs and barriers and match the client to the most appropriate services provider.
- Clients will be prioritized within the emergency shelter system based on need, available resources and geographic area.

ELIGIBILITY: PRIORITIZATION & REFERRAL POLICIES

Emergency shelters will prioritize individuals/families that:

- Cannot be diverted; and
- Are literally homeless; and
- Can be safely accommodated in the shelter; and
- Not in need of emergency medical or psychiatric services or danger to self or others.

Also note the following:

- Emergency Shelters cannot discriminate per HUD regulations.
- There are no requirements related to ID, income or employment;

- Transgender placement based on gender self-identification.

STANDARDS SPECIFIC TO HOMELESSNESS PREVENTION AND RAPID RE-HOUSING

ELIGIBILITY: STATUS AS HOMELESS OR AT-RISK OF HOMELESSNESS

HOMELESSNESS PREVENTION

Individuals/families, who meet the HUD criteria for the following definitions, are eligible for Homelessness Prevention assistance:

- At Risk of Homelessness
- Homeless Category 2: Imminently at-risk of homelessness
- Homeless Category 3: Homeless under other federal statute and
- Homeless Category 4: Fleeing/attempting to flee DV (as long as the individuals/families fleeing or attempting to flee DV are **not** also literally homeless. If the individuals/families are also literally homeless they would actually qualify for rapid re-housing instead. See below.)

Additional eligibility requirements related to Homelessness Prevention include:

- **Proof of residence** within the City of Houston service area. A map for reference is included on page 21.
- **Total household income below 30 percent of Area Family Income** (AFI) for the area at initial assessment. Clients must provide documentation of household income, including documentation of unemployment and zero income affidavit for clients without income.

RAPID RE-HOUSING

Individuals/families, who meet the HUD criteria for the following definitions, are eligible for Rapid Re-Housing assistance:

- Homeless Category 1: Literally homeless
- Homeless Category 4: Fleeing/attempting to flee DV (as long as the individuals/families fleeing or attempting to flee DV are **also** literally homeless).

For additional details related to the HUD definition of Homeless and At Risk of Homelessness and applicability of these definitions to each program component, see Appendix A, B and C.

ELIGIBILITY: INTAKE AND ASSESSMENT

Once coordinated access is available for all housing interventions, all clients must have an initial eligibility assessment and triage for appropriate housing by a specially trained housing assessor. All clients come through coordinated access and are assessed using housing triage tool in HMIS. Housing triage will identify, based on the standard assessment, individuals best suited for rapid re-housing. The standard assessment accounts for length and frequency of homelessness, physical and mental health status, criminal history, veteran status, domestic violence experience, substance abuse conditions and employment history.

TARGETED POPULATIONS: CLIENT PRIORITIZATION

HOMELESSNESS PREVENTION

Note that all targeted individuals and families described below have to meet the minimum HUD requirements for eligibility to Homeless Prevention.

City of Houston will use a shared assessment form that will target those clients with the most barriers to housing. Each barrier will have an allotment of points, and the higher score (and more barriers) the more likely the client will receive services. The assessment of barriers is based on an objective review of each client's current situation using the tool rather than the subjective opinion of a case manager assessing each client's needs. All clients must have a minimum score of 20 points to receive assistance. See Appendix D for a copy of the assessment form.

Additionally, City of Houston prioritizes clients who are currently in their own housing, especially families with young children who have limited housing options but high needs for homelessness prevention funding.

RAPID RE-HOUSING

Coordinated access will prioritize individuals who are currently homeless but not in need of permanent supportive housing as eligible for rapid re-housing. This can include, but is not limited to individuals and households who,

- are first time homeless;
- have few recent episodes of homelessness; or

- are part of a family that is homeless.

It should be noted, rapid re-housing funds are directed to individuals with income or work history and skills that indicate employability.

FINANCIAL ASSISTANCE

DURATION AND AMOUNT OF ASSISTANCE

City of Houston, as part of the Houston/Harris County/Ft. Bend County CoC, has adopted the CoC approved Housing Models to measure community outcomes for all housing interventions. The CoC requires that all subrecipients for ESG Rapid Re-Housing funds use the CoC-wide assessment tools to determine the duration and amount of assistance. The tools do not dictate the amount of assistance that each household receives, but guides the case manager and client to determine the appropriate amount of assistance for each household.

- All clients are assessed to determine initial need and create a budget to outline planned need for assistance.
- Agencies cannot set organizational maximums or minimums but must rely on the CoC wide tools to determine household need.
- Through case management, client files are reviewed monthly to ensure that planned expenditures for the month validate financial assistance request.
- City of Houston expects that households will receive the minimum amount of assistance necessary to stabilize in housing.

Clients cannot exceed 24 months of assistance in a 36 month period. The Rapid Re-Housing Business Rules outline the processes that require supervisory approval.

PARTICIPANT SHARE

Participant share will be determined by use of common assessment and budgeting tools approved through the Continuum of Care. These tools will determine the monthly assistance amount and client contribution. Clients will participate in the development of their individual housing plan with a case manager based on client goals and shared goals for achieving housing stability. Case managers will use the housing plan to determine the client contribution based on monthly income. Clients are expected to contribute a portion of their income based on budgeting to ensure housing stability. Financial assistance is available for households with zero

income. Details of when clients are terminated or redirected to a more appropriate intervention are outlined in the business rules.

HOUSING STABILIZATION AND RELOCATION RELATED ASSISTANCE AND SERVICES

REQUIRED SERVICES: CASE MANAGEMENT & CASE LOADS

The Continuum of Care requires that all clients are referred to a case manager through the coordinated assessment system. Coordinated assessment will triage homeless clients to rapid re-housing that are in need of short to medium term assistance based on individual experience and vulnerability. Coordinated Access Assessors will then directly refer to a rapid re-housing case manager based on client preference and program availability and vacancy. Case managers will perform an individual assessment to create a housing plan using the common assessment tools. This begins the process to rapidly re-house the homeless household as quickly and efficiently as possible.

Homelessness prevention clients must have an initial home visit when first approved for assistance and subsequent house visits with each recertification every three months. It is expected that case managers will conduct office visits with homelessness prevention clients between home visits, at least once per month. Case managers and program managers are encouraged to provide more than the minimum required services through case management.

Rapid re-housing case managers should maintain an average case load of 35 clients. This will allow case managers to provide quality case management and ensure that services are targeted to individuals most likely to be successful with rapid re-housing assistance. As the rapid re-housing program for the continuum expands, this number may increase.

Case management includes home and office visits determined by client need and supported by the housing plan.

As required by the Continuum of Care Housing Models, case managers are expected to follow up with clients that have successfully exited rapid re-housing case management at a minimum of 30 days after exiting the program. Clients who remain in housing for 90 days after exiting rapid re-housing, identified through HMIS, are categorized as stably housed.

Case management staff must have an updated copy of the Rental Assistance Agreement and ensure that the fiscal agent is informed of any changes to the participant rent share as indicated in the Housing Stabilization Plan.

REQUIRED SERVICES: HOUSING LOCATION SERVICES

Any subrecipient of ESG assistance must also have a dedicated housing navigation and location specialist for households receiving rapid re-housing, rather than the expectation that clients must navigate the system on their own. This specialized position will be dedicated to finding appropriate housing and developing relationships with affordable housing providers. This process facilitated by this position ensures ESG clients have greater housing choice. Housing navigators for rapid re-housing may have expertise based on location and type of housing.

REQUIRED SERVICES: INSPECTION AND LANDLORD AGREEMENT

Any unit that receives financial assistance through rapid re-housing must pass a Housing Quality Standards Inspection as outlined in the ESG regulations. The inspections will be conducted by a qualified agency with expertise in inspection. The process for scheduling and conducting an inspection is outlined in the rapid re-housing business rules.

Any unit that receives rental assistance payments through rapid re-housing must have an agreement in place between the financial assistance fiscal intermediary and the property. The rental assistance agreement details the terms under which rental assistance will be provided. A copy of the rental assistance template is included in the rapid re-housing business rules and outlines the requirements for rental payment as well as any notice to vacate or eviction by the owner.

INELIGIBLE SERVICES: CREDIT REPAIR AND LEGAL SERVICES

City of Houston will not allow ESG funds to be used for credit repair and legal services as eligible activities. City of Houston has found limited access to this resource by clients and providers and will instead encourage the use mainstream service providers and establish them as part of the system of providers with formal relationship.

OPTIONAL SERVICES: SECURITY/UTILITY DEPOSITS

Rental and utility deposits can be included in housing stabilization services as dictated by the housing stabilization plan. Rental and utility deposits can be included in lieu of or in combination with rental assistance for a unit. Requirements for inspections and rental assistance agreements for units with only security deposits are outlined in the rapid re-housing business rules.

- Security deposits can cover up to two months of rent.

OPTIONAL SERVICES: RENTAL APPLICATION FEES

City of Houston expects that rapid re-housing navigation and location specialists will work closely with housing providers and establish trusting relationships among landlords in a way that will encourage property owners and managers to waive application fees for rental properties. To that end, application fees can only be provided for one application at a time; but note that this only limits the number of applications that require application fees. Case managers and housing specialists can and should work with clients and landlords to process as many free applications as possible.

ELIGIBILITY: PERIODIC RE-CERTIFICATION

All case managers are required to re-certify clients based on the following schedule. At that time, a case manager may decide to extend, decrease or discontinue providing assistance.

<table>
<tr><th>Program Component</th><th>Schedule</th><th>Re-certification Criteria</th></tr>
<tr><td>Homelessness Prevention</td><td>Every 3 months</td><td rowspan="2">For both HP and RRH, to continue to receive assistance, clients must
be at or below 30% AFI AND
lack sufficient resources and support networks necessary to retain housing without ESG assistance.
Families are required to provide information on income, assets greater than $5,000, deductions, and family composition during the annual recertification process.</td></tr>
<tr><td>Rapid Re-Housing</td><td>Annually</td></tr>
</table>

APPENDIX A: HUD DEFINITION FOR HOMELESS

HUD CRITERIA FOR DEFINING HOMELESS	**Category 1**	Literally Homeless	Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning: • Has a primary nighttime residence that is a public or private place not meant for human habitation; • Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or • Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution
	Category 2	Imminent Risk of Homelessness	Individual or family who will imminently lose their primary nighttime residence, provided that: • Residence will be lost within 14 days of the date of application for homeless assistance; • No subsequent residence has been identified; and • The individual or family lacks the resources or support networks needed to obtain other permanent housing
	Category 3	Homeless under other Federal statutes	Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who: • Are defined as homeless under the other listed federal statutes; • Have not had a lease, ownership interest, or occupancy agreement in permanent housing during the 60 days prior to the homeless assistance application; • Have experienced persistent instability as measured by two moves or more during in the preceding 60 days; and • Can be expected to continue in such status for an extended period of time due to special needs or barriers
	Category 4	Fleeing/ Attempting to Flee DV	Any individual or family who: • Is fleeing, or is attempting to flee, domestic violence; • Has no other residence; and • Lacks the resources or support networks to obtain other permanent housing

APPENDIX B: HUD DEFINITION FOR AT RISK OF HOMELESSNESS

HUD CRITERIA FOR DEFINING AT RISK OF HOMELESSNESS	**Category 1**	Individuals and Families	An individual or family who: (i) Has an annual income below 30% of median family income for the area; AND (ii) Does not have sufficient resources or support networks immediately available to prevent them from moving to an emergency shelter or another place defined in Category 1 of the "homeless" definition; AND (iii) Meets one of the following conditions: A. Has moved because of economic reasons 2 or more times during the 60 days immediately preceding the application for assistance; OR B. Is living in the home of another because of economic hardship; OR C. Has been notified that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance; OR D. Lives in a hotel or motel and the cost is not paid for by charitable organizations or by Federal, State, or local government programs for low-income individuals; OR E. Lives in an SRO or efficiency apartment unit in which there reside more than 2 persons or lives in a larger housing unit in which there reside more than one and a half persons per room; OR F. Is exiting a publicly funded institution or system of care; OR G. Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved Con Plan
	Category 2	Unaccompanied Children and Youth	A child or youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under another Federal statute
	Category 3	Families with Children and Youth	An unaccompanied youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under section 725(2) of the McKinney-Vento Homeless Assistance Act, and the parent(s) or guardian(s) or that child or youth if living with him or her.

APPENDIX C: CROSS WALK OF HUD HOMELESS AND AT RISK DEFINITIONS AND ELIGIBILITY TO ESG PROGRAM COMPONENTS

Eligibility by Component	**Emergency Shelter**	Individuals and families defined as Homeless under the following categories are eligible for assistance in ES projects: • Category 1: Literally Homeless • Category 2: Imminent Risk of Homeless • Category 3: Homeless Under Other Federal Statutes • Category 4: Fleeing/Attempting to Flee DV
	Rapid Re-Housing	Individuals and families defined as Homeless under the following categories are eligible for assistance in RRH projects: • Category 1: Literally Homeless • Category 4: Fleeing/Attempting to Flee DV (if the individual or family is also literally homeless)
	Homelessness Prevention	Individuals and families defined as Homeless under the following categories are eligible for assistance in HP projects: • Category 2: Imminent Risk of Homeless • Category 3: Homeless Under Other Federal Statutes • Category 4: Fleeing/Attempting to Flee DV (if the individual or family is NOT also literally homeless) Individuals and families who are defined as At Risk of Homelessness Additionally, HP projects must only serve individuals and families that have an annual income BELOW 30% AMI

APPENDIX D: ELIGIBILITY CRITERIA AND PRIORITIZATION TOOL FOR HOMELESSNESS PREVENTION SYSTEM

Eligibility Requirements

All potential clients will be screened for the following:

Income – Only households with income below 30% of the Area Median Income are eligible for Homelessness Prevention services (see Attachment A for income limits)

PLUS

Trigger Crisis – An event has occurred which is expected to result in housing loss within 30 days due to one of the listed reasons (see Attachment B for qualifying trigger crises)

PLUS

No resources or support network to prevent homelessness –No other options are possible for resolving this crisis. "But for this assistance" this household would become literally homeless—staying in a shelter, a car, or another place not meant for human habitation

OR

Unaccompanied children and youth who qualify as homeless under another Federal statute – See Runaway and Homeless Youth Act definition or Documentation for school district certification of homelessness (see Attachment C for other definitions of homelessness)

OR

Families with children or youth who qualify as homeless under another Federal statute –See Runaway and Homeless Youth Act definition or Documentation for school district certification of homelessness (see Attachment C for other definitions of homelessness)

PLUS

Score of at least 20 points—or 15 – 19 points with override sign-off (see Attachment D for score sheet)

Attachment A

30% Area Median Income (2014)

1 Person Household	$14,000	($1,167/month)
2 Person Household	$16,000	($1,333/month)
3 Person Household	$18,000	($1,500/month)
4 Person Household	$20,000	($1,667/month)
5 Person Household	$21,600	($1,800/month)
6 Person Household	$23,200	($1,933/month)
7 Person Household	$24,800	($2,067/month)
8 Person Household	$26,400	($2,200/month)

http://www.huduser.org/portal/datasets/il/il2014/2014summary.odn

Attachment B

Trigger Crisis

Will lose housing within 30 days due to one of the following:

___ Moved twice or more in the past 60 days

___ Living in the home of another person because of economic hardship

___ Notified that right to occupy their current housing or living situation will be terminated within 21 days after date of application

___ Living in hotel or motel and cost is not paid for by charitable organization or government program for low-income people

___ Living in SRO or efficiency where more than 2 people live; or in a larger housing unit with more than 2 people per room

___ Exiting a publicly funded institution or system of care

___ Exiting a publicly or privately funded inpatient substance abuse treatment program or transitional housing program

___ Living in rental housing that is being condemned by a government agency and tenants are being forced to move out

Attachment C

Other Definitions of Homelessness

Chronically Homeless – a homeless individual with a disability who lives either in a place not meant for human habitation, a safe haven, or in an emergency shelter, or in an institutional care facility if the individual has been living in the facility for fewer than 90 days and had been living in a place not meant for human habitation, a safe haven, or in an emergency shelter immediately before entering the institutional care facility. In order to meet the "chronically homeless" definition, the individual also must have been living as described above continuously for at least 12 months, or on at least 4 separate occasions in the last 3 years, where the combined occasions total a length of time of at least 12 months. Each period separating the occasions must include at least 7 nights of living in a situation other than a place not meant for human habitation, in an emergency shelter, or in a safe haven.

Continuum of Care (CoC) – the group composed of representatives of relevant organizations, which generally includes nonprofit homeless providers; victim service providers; faith-based organizations; governments; businesses; advocates; public housing agencies; school districts; social service providers; mental health agencies; hospitals; universities; affordable housing developers; law enforcement; organizations that serve homeless and formerly homeless veterans, and homeless and formerly homeless persons that are organized to plan for and provide, as necessary, a system of outreach, engagement, and assessment; emergency shelter; rapid re-housing; transitional housing; permanent housing; and prevention strategies to address the various needs of homeless persons and persons at risk of homelessness for a specific geographic area.

Emergency Shelter – any facility, the primary purpose of which is to provide a temporary shelter for the homeless in general or for specific populations of the homeless and which does not require occupants to sign leases or occupancy agreements.

Homeless Management Information System (HMIS) – the information system designated by the Continuum of Care to comply with the HUD's data collection, management, and reporting standards and used to collect client-level data and data on the provision of housing and services to homeless individuals and families and persons at-risk of homelessness.

Homelessness Prevention – Housing relocation and stabilization services and short-and/or medium-term rental assistance as necessary to prevent the individual or family from moving to an emergency shelter, a place not meant for human habitation, or another place described in Homeless Category 1 of Appendix A: HUD Definition for Homeless.

Private Nonprofit Organization – a private nonprofit organization that is a secular or religious organization described in section 501(c) of the Internal Revenue Code of 1986 and which is exempt from taxation under subtitle A of the Code, has an accounting system and a voluntary board, and practices nondiscrimination in the provision of assistance. A private nonprofit organization does not include a governmental organization, such as a public housing agency or

housing finance agency.

Program Participant – an individual or family who is assisted under ESG program.

Rapid Re-Housing – Housing relocation and stabilization services and/or short-and/or medium-term rental assistance as necessary to help individuals or families living in shelters or in places not meant for human habitation move as quickly as possible into permanent housing and achieve stability in that housing.
Service Area (applicable to Homelessness Prevention only) – City of Houston's service area includes only City of Houston proper, with the exception of victim service providers.

Street Outreach – Essential Services related to reaching out to unsheltered homeless individuals and families, connecting them with emergency shelter, housing, or critical services, and providing them with urgent, non-facility-based care.

Subrecipient – a unit of general purpose local government or private nonprofit organization to which a recipient makes available ESG funds.

Victim Service Provider – a private nonprofit organization whose primary mission is to provide services to victims of domestic violence, dating violence, sexual assault, or stalking. This term includes rape crisis centers, battered women's shelters, domestic violence transitional housing programs, and other programs.

- **Runaway and Homeless Youth Act (42 U.S.C 5701 et seq.)**

Runaway and Homeless Youth funding is administered by the Family and Youth Services Bureau within the Administration for Children & Families (ACF) of the U.S. Department of Health and Human Services (HHS). Information about Runaway and Homeless Youth program grantees is available online at http://www2.ncfy.com/locate/index.htm.

- **Head Start Act (42 U.S.C. 9831 et seq.)**

Head Start funding is administered by the Office of Head Start (OHS) within ACF/HHS. A listing of Head Start programs, centers, and grantees is available online at http://eclkc.ohs.acf.hhs.gov/hslc/HeadStartOffices

- **Violence Against Women Act of 1994; subtitle N (42 U.S.C. 14043e et seq.)**

Violence Against Women Act established the Office on Violence Against Women (OVW) within the U.S. Department of Justice (DOJ). OVW administers financial and technical assistance to communities across the country that are developing programs, policies, and practices aimed at ending domestic violence, dating violence, sexual assault, and stalking. Currently, OVW administers one formula grant program and eleven discretionary grant programs, all of which were established under VAWA and subsequent legislation. More information about OVW is available online at http://www.ovw.usdoj.gov/.

- **Public Health Service Act; section 330 (42 U.S.C. 254b)**

The Public Health Service Act authorized the Health Center Program, which is administered by the Bureau of Primary Health Care within the Health Resources and Services Administration (HRSA) of HHS. Information about local Health Centers can be found online at http://bphc.hrsa.gov/index.html

- **Food and Nutrition Act of 2008 (7 U.S.C. 2011 et seq.)**

Food and Nutrition Act of 2008 relates to the Supplemental Nutrition Assistance Program (SNAP), formerly known as Food Stamps. SNAP is administered by the U.S. Department of Agriculture (USDA). More information about SNAP can be found online at http://www.fns.usda.gov/snap/

- **Child Nutrition Act of 1966; section 17 (42 U.S.C. 1786)**

Child Nutrition Act of 1966 authorized numerous programs related to school lunches and breakfasts and funds for meals for needy students. For more information about these programs, contact the local School Department.

- **McKinney-Vento Act; subtitle B of title VII (42 U.S.C. 11431 et seq.)**

McKinney-Vento Act authorized the McKinney-Vento Education for Homeless Children and Youths Program, which is administered via the Office of Elementary and Secondary Education within the U.S. Department of Education. More information about this program is available online at http://www2.ed.gov/programs/homeless/index.html. Also, contact the local School Department.

Attachment D

Prioritization Scoring

Income Scoring

___ Rent burden at 66 – 80% of income…. 5 points

___ Income at or below 15% AMI…. 20 points OR

___ Income 16 – 29% AMI…. 10 points

15% Area Median Income (2012)

1 Person Household	$7,250	($604/month)
2 Person Household	$8,025	($669/month)
3 Person Household	$9,025	($752/month)
4 Person Household	$10,025	($835/month)
5 Person Household	$10,850	($904/month)
6 Person Household	$11,650	($970/month)
7 Person Household	$12,450	($1,038/month)
8 Person Household	$13,250	($1,104/month)

Tenant Barriers/Risk Factors Scoring

Tally	Screening Barrier	Points for Barrier
_____	Eviction history	1 point
_____	No credit references: has no credit history	1 point
_____	Lack of rental history: has not rented in the past	1 point
_____	Unpaid rent or broken lease in the past (separate from current unpaid rent)	1 point
_____	Poor credit history: late or unpaid bills, excessive debt, etc	1 point
_____	Past Misdemeanors	1 point
_____	Past Felony other than critical Felonies listed below	1 point
_____	Exiting criminal justice system where incarcerated for less than 90 days	1 point
_____	Critical Felony (drugs, sex crime, arson, crimes against other people)	5 points
_____	Pregnant or has at least one child 0 – 6	5 points
_____	Head of household under 30 years old	5 points
_____	Family experienced literal homelessness in the past 3 years	5 points
_____	Only 1 adult in household	5 points

_____ **TOTAL (Tally of Income & Tenant Barriers Scoring)**

Override

If a household has 15 to 19 points but the agency believes there is a compelling reason to provide homelessness prevention services, the program can document reasons for overriding the score. The override must be signed off by an agency representative at a higher level of authority than direct service staff.

Appendix # 6: Public Hearing Notices

Public Notice

Please join the City of Houston's Housing and Community Development Department (HCDD) for its Fall Open House and Public Hearings. Approximately $40 million in federal entitlement grants will be available to improve Houston's neighborhoods and the quality of life for low- and moderate-income families over the next year. Tell us about your community needs and budget priorities for the preparation of Houston's 2019 Annual Action Plan.

The Fall Open House and Public Hearings schedule is as follows:

Location	Date
Northeast Multi-Service Center 9720 Spaulding St., Houston, TX 77016	Wednesday, November 7, 2018 at 6:00 pm
Sunnyside Multi-Service Center 9314 Cullen Blvd., Houston, TX 77033	Thursday, November 8, 2018 at 6:00 pm

Both venues are accessible for persons with disabilities. For additional information or to request special arrangements at the public hearings (interpretor, captioning for the hearing impaired, sign language, or other), contact Brittany Hyman at 832.394.6178 or Brittany.Hyman@houstontx.gov.

You can also view materials and get involved at our website: www.houstontx.gov/housing. For specific questions or concerns about fair housing or landlord/tenant relations, please contact Yolanda Jefferies at 832.394.6308.

Aviso Publico

Por favor unase al Departamento de Vivienda y Desarrollo Comunitario de la Ciudad de Houston (HCCD, por sus siglas en ingles) para su Casa Abierta de Otono y Audiencias Publicas. Estaran disponible aproximadamente $40 millones en subvenciones de derecho federales para mejorar los vecindarios de Houston y la calidad de vida para familias de ingresos bajos y moderados durante el proximo ano. Diganos sobre sus necesidades de la comunidad y prioridades presupuestarias para la preparacion del Plan de Accion Anual 2019 de Houston.

El horario para la Casa Abierta de Otono y Audiencias Publicas es como sigue:

Ubicacion	Fecha
Northeast Multi-Service Center 9720 Spaulding St., Houston, TX 77016	Miercoles, 7 de noviembre, 2018 a las 6:00 pm
Sunnyside Multi-Service Center 9314 Cullen Blvd., Houston, TX 77033	Jueves, 8 de noviembre, 2018 a las 6:00 pm

Ambos espacios de encuentro estan accesibles a personas con discapacidades. Para mas informacion o para solicitar arreglos especiales en las audiencias publicas (interprete, subtitulado para las personas con problemas de audicion, lengua de signos, u otro), contacte a Brittany Hyman al 832.394.6178 o Brittany.Hyman@houstontx.gov.

Tambien puede ver los materiales e involucrarse en nuestro sitio web: www.houstontx.gov/housing. Para hacer preguntas especificas o presentar inquietudes sobre vivienda justa o la relacion entre el propietario y el inquilino, favor de contactar a Yolanda Jefferies al 832.394.6308.

Public Notice

Please join the City of Houston's Housing and Community Development Department (HCDD) for its Fall Open Houses and Public Hearings. Approximately $42 million in federal entitlement grants will be available to improve Houston's neighborhoods and the quality of life for low- and moderate-income families over the next year. Tell us about your community needs and budget priorities for the preparation of Houston's 2019 Annual Action Plan. The Fall Open Houses and Public Hearings schedule is as follows:

Location	Date
Northeast Multi-Service Center 9720 Spaulding St., Houston, TX 77016	Wednesday, November 7, 2018 at 6:00 pm
Sunnyside Multi-Service Center 3014 Cullen Blvd., Houston, TX 77033	Thursday, November 1, 2018 at 6:00 pm

Both venues are accessible for persons with disabilities. For additional information or to request special arrangements at the public hearings (interpreter, assistance for the hearing impaired, sign language, or other), contact Brittany Hymes at 832.394.0378 or Brittany.Hymes@houstontx.gov. You can also view materials and get involved at our website: www.houstontx.gov/housing. For specific questions or concerns about fair housing or landlord/tenant relations, please contact Yolanda Jefferson at 832.394.0906.

THÔNG BÁO CÔNG CỘNG

Kính mời quí vị tham gia Buổi Khai Mạc và Các Buổi Họp Công Cộng của Nha Gia Cư và Phát Triển Cộng Đồng của Thành Phố Houston. Gần 40 triệu đô la thuộc các ngân khoản liên bang sẽ cấp cho việc cải tiến các khu phố của Houston và phẩm chất đời sống các gia đình lợi tức thấp và trung bình trong năm tới. Hãy cho chúng tôi biết về những nhu cầu của cộng đồng quí vị và các ưu tiên ngân sách cho việc chuẩn bị cho Chương Trình Hành Động Thường Niên năm 2019 của Houston.

Lịch Trình Buổi Khai Mạc và Các Buổi Họp Công Cộng Mùa Thu như sau:

Địa điểm	Ngày giờ
Northeast Multi-Service Center 9720 Spaulding St., Houston, TX 77016	Thứ Tư, 7 tháng Mười Một, 2018 lúc 6:00 pm
Sunnyside Multi-Service Center 9314 Cullen Blvd., Houston, TX 77033	Thứ Năm, 8 tháng Mười Một, 2018 lúc 6:00 pm

Cả hai Buổi Họp đều diễn ra tại các địa điểm dễ dàng cho người khiếm tật tham dự. Qúi vị nào cần thêm thông tin hay có yêu cầu đặc biệt nào về các cuộc họp này (thông ngôn, lời chú thích cho người khiếm thính, ngôn ngữ dấu hiệu, hay thông tin nào khác), hãy liên lạc với Brittany Hyman tại 932.394.6178 hay Brittany.Hyman@houstontx.gov.

Quí vị cũng có thể xem các tài liệu và thể hiện quan tâm qua vị trí liên mạng của chúng tôi: www.houstontx.gov/housing.
Khi có những câu hỏi và quan tâm cụ thể liên hệ tới công bằng gia cư hay quan hệ giữa chủ nhà và người thuê nhà, vui lòng liên lạc với Yolanda Jefferies tại 832.394.6308.

houston Forward Times October 31 - November 6, 2018

PUBLIC NOTICE

Please join the City of Houston's Housing and Community Development Department (HCDD) for its Fall Open House and Public Hearings. Approximately $40 million in federal entitlement grants will be available to improve Houston's neighborhoods and the quality of life for low- and moderate-income families over the next year. Tell us about your community needs and budget priorities for the preparation of Houston's 2019 Annual Action Plan.

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You can also view materials and get involved at our website: www.houstontx.gov/housing. For specific questions or concerns about fair housing or landlord/tenant relations, please contact Yolanda Jefferies at 832.394.6308.

Public Notice

The City of Houston's Housing and Community Development Department (HCDD) invites you to attend its Spring Open House and Public Hearings to review and comment on the 2019 Draft Annual Action Plan, give input on community needs, and learn about HCDD's programs for home repair and home buying.

Location	Date
Near Northwest Management District - White Oak Conference Center 7603 Antoine Dr, Houston, TX 77088	**Tuesday, April 2, 2019 at 6:00 pm**
Magnolia Multi-Service Center 7037 Capitol St, Houston, TX 77011	**Thursday, April 4, 2019 at 6:00 pm**

Both venues are accessible for persons with disabilities. For additional information or to request special arrangements at the public hearings (interpreter, captioning for the hearing impaired, sign language, or other), contact Fatima Wajahat at 832.394.6156 or fatima.wajahat@houstontx.gov.

The **2019 Annual Action Plan** (Plan) is the City of Houston's (City) application to the U.S. Department of Housing and Urban Development (HUD) for the following four entitlement grants: Community Development Block Grant (CDBG), HOME Investment Partnership Grant (HOME), Housing Opportunities for Persons with AIDS Grant (HOPWA), and Emergency Solutions Grant (ESG). The Plan estimates that $45,464,359 in federal grants and $4,280,187 in program income will be available to the City for housing and community development activities for the 2019 Program Year (July 1, 2019 – June 30, 2020). The following tables show the proposed budgeted activities. HUD has not yet announced allocations for the 2019 Program Year. When HUD announces the allocation amounts, dollar amounts will be adjusted according to the percentages listed below.

CDBG - $28,099,960		
Public Facilities and Improvements	$7,227,284	25.7%
Public Services (Homeless, Social Services, Youth, Special Needs, Elderly)	$3,541,569	12.6%
ESG Match	$500,000	1.8%
Home Rehabilitation	$7,427,285	26.4%
Multifamily Housing Program	$300,000	1.1%
Economic Development	$400,000	1.4%
Code Enforcement	$2,808,830	10.0%
Lead-Based Paint	$275,000.00	1.0%
Program Administration	$5,619,992	20.0%

HOME - $9,937,146		
Multifamily Acquisition/Rehabilitation/New Construction/Relocation/Activity Delivery	$7,252,861	73.0%
Single Family Acquisition/Rehabilitation/New Construction/Relocation/Activity Delivery	$1,690,572	17.0%
Program Administration	$993,713	10.0%

HOPWA - $9,738,444		
Operating Costs	$2,300,000	23.6%
Supportive Services	$2,000,000	20.5%
Project or Tenant-based Rental Assistance	$3,000,000	30.8%
Resource Identification/Technical Assistance/Housing Information	$1,403,753	14.4%
Short-Term, Rent, Mortgage & Utility Assistance	$65,000	0.7%
Grantee Administration	$288,000	3.0%
Sponsor Administration	$681,691	7.0%

ESG - $1,968,996		
Homeless Management Information Systems (HMIS)	$79,000	4.0%
Emergency Shelter	$655,000	33.3%
Homeless Prevention	$395,000	20.1%
Rapid Re-Housing	$692,000	35.1%
Administration	$147,996	7.5%

You may comment on the Plan during the 30-day comment period from March 18, 2019 to April 17, 2019. The Plan shall be made available in an accessible format upon request. Comments will be accepted at the Open House and Public Hearings or by mail to: City of Houston, Housing and Community Development Department, 2100 Travis St, 9th Floor, Houston, TX 77002, Attn: Fatima Wajahat, or by email to Fatima.wajahat@houstontx.gov.

You can view the Plan at the following locations:

- Online at www.houstontx.gov/housing
- Main Public Library – 500 McKinney, 77002
- Housing and Community Development Department – 2100 Travis St, 9th Floor, Houston, TX 77002 (copies may be obtained at this location)

For specific questions or concerns about fair housing or landlord/tenant relations, please contact Yolanda Jeffries at 832.394.6240.

Aviso Publico

El Departamento de Vivienda y Desarrollo Comunitario de la Ciudad de Houston (HCCD, por sus siglas en ingles) lo invita a asistir a su Casa Abierta de Primavera y Audiencias Publicas para examinar y hacer comentarios sobre el Borrador del Plan Anual de Accion 2019, dar su parecer sobre las necesidades de la comunidad, y aprender sobre los programas del HCDD para las reparaciones y la adquisicion de vivienda.

Ubicacion	Fecha
Cerca del Distrito de Administracion de Northwest - Centro de Conferencias White Oak 7603 Antoine Dr, Houston, TX 77088	**Martes, 2 de abril, 2019 a las 6:00 pm**
Centro Multi-Servicios de Magnolia 7037 Capitol St, Houston, TX 77011	**Martes, 4 de abril, 2019 a las 6:00 pm**

Ambos espacios de encuentro estan accesibles a personas con discapacidades. Para mas informacion o para solicitar arreglos especiales en las audiencias publicas (interprete, subtitulado para las personas con problemas de audicion, lengua de signos, u otro), contacte a Fatima Waiahat al 832.394.6156 o fatima.waiahat@houstontx.gov.

El **Plan de Accion Anual 2019** (Plan) es la solicitud de la Ciudad de Houston (Ciudad) al Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos (HUD, por sus siglas en ingles) para las siguientes cuatro subvenciones de ayuda social: la Subvencion del Bloque de Desarrollo de la Comunidad (CDBG, por sus siglas en ingles), la Subvencion de Inversion de Asociaciones HOME (HOME, por sus siglas en ingles), la Subvencion de Oportunidades de Vivienda Para Personas con SIDA (HOPWA, por sus siglas en ingles), y la Subvencion de Refugio de Emergencia (ESG, por sus siglas en ingles). El Plan calcula que $45,464,359 en subvenciones federales y $4,280,187 en ingresos del programa estaran disponibles a la Ciudad para las actividades de vivienda y desarrollo comunitario para el Ano del Programa 2019 (1 de julio, 2019 – 30 de junio, 2020). Las siguientes tablas denotan las actividades presupuestadas propuestas. El HUD aun no ha anunciado las asignaciones para el Ano del Programa 2019. Cuando el HUD anuncie las cantidades asignadas, la cantidad de dolares se modificaran de acuerdo a los porcentajes enumerados a continuacion.

CDBG - $28,099,960		
Instalaciones Publicas y Mejoras	$7,227,284	25.7%
Servicios al Publico (Personas sin Hogar, Servicios Sociales, Juventud, Necesidades Especiales, Ancianos)	$3,541,569	12.6%
Correspondencia a criterios ESG	$500,000	1.8%
Rehabilitacion de Vivienda	$7,427,285	26.4%
Programa para Viviendas Multifamiliares	$300,000	1.1%
Desarrollo Economico	$400,000	1.4%
Cumplimiento de Codigo	$2,808,830	10.0%
Pintura con Plomo	$275,000.00	1.0%
Administracion del Programa	$5,619,992	20.0%
HOME - $9,937,146		
Adquisicion de Vivienda Multifamilar/ Rehabilitacion/Nueva Construccion/ Reubicacion/Entrega de la Actividad	$7,252,861	73.0%
Adquisicion de Vivienda Unifamiliar/Rehabilitacion/Nueva Construccion/ Reubicacion/Entrega de la Actividad	$1,690,572	17.0%
Administracion del Programa	$993,713	10.0%
HOPWA - $9,738,444		
Costos de Operacion	$2,300,000	23.6%
Servicios de Apoyo	$2,000,000	20.5%
Proyecto o Ayuda Para Renta en Base al Arrendatario	$3,000,000	30.8%
Identificacion de Recursos/Ayuda Tecnica/ Informacion de Viviendas	$1,403,753	14.4%
Asistencia de Alquiler, de Hipoteca y de Utilidades a Corto Plazo	$65,000	0.7%
Administracion de Subvenciones	$288,000	3.0%
Administracion de Patrocinadores	$681,691	7.0%
ESG - $1,968,996		
Sistema Informatico de Administracion para Desamparados (HMIS, por sus siglas en ingles)	$79,000	4.0%
Refugio de Emergencia	$655,000	33.3%
Prevencion de Desamparados/Personas sin Hogar	$395,000	20.1%
Realojamiento Rapido	$692,000	35.1%
Administracion	$147,996	7.5%

Usted puede hacer comentarios sobre el Plan durante el periodo de 30 dias comenzando el 18 de marzo, 2019 hasta el 17 de abril, 2019. El Plan se pondra a disposicion en un formato accesible a peticion de los interesados. Los comentarios seran aceptados durante la Casa Abierta y Audiencias Publicas o por correo postal a: City of Houston, Housing and Community Development Department, 2100 Travis St., 9th Floor, Houston, TX 77002, Attn: Fatima Waiahat, o por correo electronico a: Fatima.waiahat@houstontx.gov.

Se podra examinar el Plan en las siguientes ubicaciones:

- En linea en el www.houstontx.gov/housing
- Biblioteca Publica Principal – 500 McKinney, 77002
- Departamento de Vivienda y Desarrollo Comunitario – 2100 Travis St., 9° Piso, Houston, TX 77002 (se pueden obtener copias en esta ubicacion)

Para hacer preguntas especificas o presentar inquietudes sobre vivienda justa o la relacion entre el propietario y el inquilino, favor de contactar a Yolanda Jeffries al 832.394.6240.

houston Forward Times March 20 - 26, 2019

PUBLIC NOTICE

The City of Houston's Housing and Community Development Department (HCDD) invites you to attend its Spring Open House and Public Hearings to review and comment on the 2019 Draft Annual Action Plan, give input on community needs, and learn about HCDD's programs for home repair and home buying.

Location	Date
Near Northwest Management District - White Oak Conference Center 7603 Antoine Dr, Houston, TX 77088	**Tuesday, April 2, 2019 at 6:00 pm**
Magnolia Multi-Service Center 7037 Capitol St, Houston, TX 77011	**Thursday, April 4, 2019 at 6:00 pm**

Both venues are accessible for persons with disabilities. For additional information or to request special arrangements at the public hearings (interpreter, captioning for the hearing impaired, sign language, or other), contact Fatima Wajahat at 832.394.6156 or fatima.wajahat@houstontx.gov.

The 2019 Annual Action Plan (Plan) is the City of Houston's (City) application to the U.S. Department of Housing and Urban Development (HUD) for the following four entitlement grants: Community Development Block Grant (CDBG), HOME Investment Partnership Grant (HOME), Housing Opportunities for Persons with AIDS Grant (HOPWA), and Emergency Solutions Grant (ESG). The Plan estimates that $45,464,359 in federal grants and $4,280,187 in program income will be available to the City for housing and community development activities for the 2019 Program Year (July 1, 2019 – June 30, 2020). The following tables show the proposed budgeted activities. HUD has not yet announced allocations for the 2019 Program Year. When HUD announces the allocation amounts, dollar amounts will be adjusted according to the percentages listed below.

CDBG - $28,099,960		
Public Facilities and Improvements	$7,227,284	25.7%
Public Services (Homeless, Social Services, Youth, Special Needs, Elderly)	$3,541,569	12.6%
ESG Match	$500,000	1.8%
Home Rehabilitation	$7,427,265	26.4%
Multifamily Housing Program	$300,000	1.1%
Economic Development	$400,000	1.4%
Code Enforcement	$2,808,830	10.0%
Lead-Based Paint	$275,000.00	1.0%
Program Administration	$5,619,992	20.0%

HOME - $9,937,146		
Multifamily Acquisition/Rehabilitation/New Construction/Relocation/Activity Delivery	$7,252,861	73.0%
Single Family Acquisition/Rehabilitation/New Construction/Relocation/Activity Delivery	$1,690,572	17.0%
Program Administration	$993,713	10.0%

HOPWA - $9,738,444		
Operating Costs	$2,300,000	23.6%
Supportive Services	$2,000,000	20.5%
Project or Tenant-based Rental Assistance	$3,000,000	30.8%
Resource Identification/Technical Assistance/Housing Information	$1,403,753	14.4%
Short-Term, Rent, Mortgage & Utility Assistance	$65,000	0.7%
Grantee Administration	$266,000	3.0%
Sponsor Administration	$681,691	7.0%

ESG - $1,968,996		
Homeless Management Information Systems (HMIS)	$79,000	4.0%
Emergency Shelter	$655,000	33.3%
Homeless Prevention	$395,000	20.1%
Rapid Re-Housing	$692,000	35.1%
Administration	$147,996	7.5%

You may comment on the Plan during the 30-day comment period from March 18, 2019 to April 17, 2019. The Plan shall be made available in an accessible format upon request. Comments will be accepted at the Open House and Public Hearings or by mail to: City of Houston, Housing and Community Development Department, 2100 Travis St, 9th Floor, Houston, TX 77002, Attn: Fatima Wajahat, or by email to Fatima.wajahat@houstontx.gov.

You can view the Plan at the following locations:

- Online at www.houstontx.gov/housing
- Main Public Library – 500 McKinney, 77002
- Housing and Community Development Department – 2100Travis St, 9th Floor, Houston, TX 77002 (copies may be obtained at this location)

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Location	Date
Near Northwest Management District - White Oak Conference Center 7420 Antoine Dr., Houston, TX 77088	**Tuesday, April 2, 2019 at 6:00 pm**
Magnolia Multi-Service Center 2017 Capitol St, Houston, TX 77011	**Thursday, April 4, 2019 at 6:00 pm**

Both venues are accessible for persons with disabilities. For additional information or to request special arrangements at the public hearings (Interpreter, Captioning for the hearing impaired, sign language, or other), contact Fatima Wajahat at 832.394.6256 or fatima.wajahat@houstontx.gov.

The 2019 Annual Action Plan (Plan) is the City of Houston's (City) application to the U.S. Department of Housing and Urban Development (HUD) for the following four entitlement grants: Community Development Block Grant (CDBG), HOME Investment Partnership Grant (HOME), Housing Opportunities for Persons with AIDS Grant (HOPWA), and Emergency Solutions Grant (ESG). The Plan estimates that $45,464,359 in federal grants and $4,280,187 in program income will be available to the City for housing and community development activities for the 2019 Program Year (July 1, 2019 - June 30, 2020). The following tables show the proposed budgeted activities. HUD has not yet announced allocations for the 2019 Program Year. When HUD announces the allocation amounts, dollar amounts will be adjusted according to the percentages listed below.

CDBG - $28,000,000		
Public Facilities and Improvements		
Public Services (Homeless, Social Services, Youth, Special Needs, Elderly)	$7,227,384	25.7%
ESG Match	$3,641,589	12.0%
Home Rehabilitation	$500,000	1.8%
Multifamily Housing Program	$7,427,285	26.4%
Economic Development	$300,000	1.1%
Code Enforcement	$400,000	1.4%
Lead-Based Paint	$2,808,830	10.0%
Program Administration	$275,000.00	1.0%
	$5,619,992	20.0%

HOME - $9,937,146		
Multifamily Acquisition/Rehab/Relocation/New Construction/Relocation/Activity Delivery	$7,252,881	73.0%
Single Family Acquisition/Rehabilitation/New Construction/Relocation/Activity Delivery	$1,690,572	17.0%
Program Administration	$993,713	10.0%

HOPWA - $9,738,464		
Operating Costs		
Supportive Services	$2,300,000	23.0%
Project or Tenant-based Rental Assistance	$2,000,000	20.0%
Resource Identification/Technical Assistance/Housing Information	$3,000,000	30.0%
Short-Term, Rent, Mortgage & Utility Assistance	$1,452,753	14.4%
Grantee Administration	$65,000	0.7%
Sponsor Administration	$300,000	3.0%
	$681,891	7.0%

ESG - $1,968,986		
Homeless Management Information Systems (HMIS)		
Emergency Shelter	$79,000	4.0%
Homeless Prevention	$655,000	33.3%
Rapid Re-Housing	$395,000	20.1%
Administration	$652,000	33.1%
	$147,986	7.5%

You may comment on the Plan during the 30-day comment period from March 18, 2019 to April 17, 2019. The Plan shall be made available in an accessible format upon request. Comments will be accepted at the Open House and Public Hearings or by mail to: City of Houston, Housing and Community Development Department, 2100 Travis St, 9th Floor, Houston, TX 77002, Attn: Fatima Wajahat, or by email to fatima.wajahat@houstontx.gov.

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For specific questions or concerns about fair housing or landlord/tenant relations, please contact Yolanda Jeffries at 832.394.6240.

THÔNG BÁO CÔNG CỘNG

Nha Gia Cư và Phát Triển Cộng Đồng Thành Phố Houston – HCDD – kính mời quí vị tham dự Các Buổi Họp Công Cộng vào Mùa Xuân – để duyệt và đưa ý kiến về bản Dự Thảo Kế Hoạch Hành Động Thường Niên năm 2019, đưa ý kiến về các nhu cầu cộng đồng, và để biết về các chương trình của HCDD về sửa chữa nhà và mua nhà.

Location	Date
Near Northwest Management District - White Oak Conference Center 7603 Antoine Dr, Houston, TX 77088	**Tuesday, April 2, 2019 at 6:00 pm**
Magnolia Multi-Service Center 7037 Capitol St, Houston, TX 77011	**Thursday, April 4, 2019 at 6:00 pm**

Cả hai địa điểm họp đều được thiết kế để các người thiểu năng có thể vào được. Cần thêm thông tin hay có yêu cầu về những thu xếp đặc biệt nào tại hai buổi họp này (thông dịch,phụ đề cho người khiếm thính, ngôn ngữ ký hiệu, hay các yêu cầu nào khác), liên lạc với Fatima Wajahat điện thoại 832.394.6156 hay fatima.wajahat@houstontx.gov.

Kế Hoạch Hành Động Thường Niên năm 2019 (Plan) là đơn của Thành Phố Houston (City) gửi lên Bộ Gia Cư và Phát Triển Đô Thị Hoa Kỳ (HUD) để xin cấp bốn ngân khoản sau đây: Ngân Khoản Phát Triển Cộng Đồng Khu Phố (CDBG), Ngân Khoản Hợp Tác đầu tư GIA CƯ (HOME), Ngân Khoản Các Cơ Hội Gia Cư cho Người AIDS (HOPWA), và Ngân Khoản Các Giải Pháp Khẩn Cấp (ESG). Kế hoạch ước lượng $45,464,359 từ các ngân khoản liên bang và $4,280,187 thuộc kế hoạch sẽ sẵn sàng cho các hoạt động gia cư và phát triển cộng đồng cho Chương Trình Năm 2019. Khi HUD loan báo về các số tiền này, tiền sẽ được phân bổ theo tỷ lệ dưới đây.

CDBG - $28,099,960		
Public Facilities and Improvements	$7,227,284	25.7%
Public Services (Homeless, Social Services, Youth, Special Needs, Elderly)	$3,541,569	12.6%
ESG Match	$500,000	1.8%
Home Rehabilitation	$7,427,285	26.4%
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Short-Term, Rent, Mortgage & Utility Assistance	$65,000	0.7%
Grantee Administration	$288,000	3.0%
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Homeless Management Information Systems (HMIS)	$79,000	4.0%
Emergency Shelter	$655,000	33.3%
Homeless Prevention	$395,000	20.1%
Rapid Re-Housing	$692,000	35.1%
Administration	$147,996	7.5%

Quí vị có thể đưa ý kiến về Kế Hoạch này trong vòng 30 ngày từ 18 tháng Ba, 2019 đến 17 tháng Tư, 2019. Bản Kế Hoạch này sẽ được in ra theo khuôn khổ khi có yêu cầu. Các ý kiến sẽ được nhận tại Các Buổi Họp Công Khai Công Cộng hay gửi thư tới City of Houston, Housing and Community Development Department, 2100 Travis St., 9th Floor, Houston, TX 77002, Attn: Fatima Wajahat, hay email tới Fatima.wajahat@houstontx.gov.

Public Notice

To help the City of Houston (City) prevent and respond to the impacts of COVID-19, the U.S. Department of Housing and Urban Development (HUD) has allocated an additional $21.6 million Emergency Solutions Grant Coronavirus (ESG-CV) funding to the City's Housing and Community Development Department (HCDD) as apportioned by the Coronavirus Aid, Relief and Economic Security Act(CARES Act).

The **Amended 2019 Annual Action Plan** will serve as a grant application for the grant funds made available through the CARES Act that will be used to help prevent and respond to the impacts of COVID-19.

Emergency Solutions Grant – Coronavirus (ESG-CV)	
Activity	Increase
Emergency Shelter	$11,777,882
Homeless Prevention	$1,707,000
Rapid Re-Housing	$6,000,000
Administration	$2,164,986
Total	**$21,649,868**

PROOF DO NOT REPRODUCE

Public Review and Comment Period

View the **Draft Amended 2019 Annual Action Plan** online at https://houstontx.gov/housing/hud-reports.html.

The 5-day comment period on the Draft Amended 2019 Annual Action Plan will be August 6, 2020 through August 11, 2020. Public comments may be submitted by

Email: HCDDPlanning@houstontx.gov

Mail: HCDD, ATTN: Planning, 2100 Travis Street, 9th Floor, Houston, TX 77002

Phone: (832) 394-5209

Summaries of public comments and responses will be available in the final version of the Amended 2019 Annual Action Plan. Following the public comment period, this item will be submitted to City Council for approval.

For specific questions or concerns about fair housing or landlord/tenant relations, please contact Yolanda Guess-Jeffries at (832) 394-6308.

Appendix # 7: Public Comment Summaries

Summary of the Fall Public Hearings

In conformity with the Citizen Participation Plan (CPP), the Housing and Community Development Department (HCDD) held two public hearings in the fall of 2018 in support of the development of the 2019 Annual Action Plan. The public hearings had an open house format. There were information/exhibit tables for various HCDD programs, such as the Homebuyer Assistance Program and Home Repair Program, where attendees engaged with staff to learn about these programs and obtain written material and guidance. In support of HCDD's fair housing education efforts, fair housing information was made available on an information/exhibit table. The attendees also partook in roundtable discussions where they prioritized housing and community development activities important to them for high-income and low-income neighborhoods in Houston. To do so they grew two hypothetical neighborhood trees – the trees symbolized high and low- income neighborhoods with each branch representing a characteristic of a neighborhood, such as affordable housing, economic development and public facilities. Attendees places sticky note 'leaves' of their prioritized activities, such as rental housing subsidy or street improvement, along the branches. Notetakers took down notes to ensure that attendees' opinions and input were captured.

HCDD implemented a broad outreach campaign to promote public participation in the development of the 2019 Annual Action Plan. There was a concerted effort to reach out to a diverse population, including minorities, non-English speaking persons, persons with disabilities and persons with special needs.

Public notices were published in the *Houston Chronicle*, *La Voz de Houston*, *African American News & Issues*, *VietNam Moi News*, *and Houston Forward Times*. The public hearings were also announced on HCDD's social media and its website at www.houstontx.gov/housing. Social media announcements included posts on HCDD's Facebook and Twitter pages and its Nextdoor account. Flyers publicizing the public hearings were sent electronically to over 900 email addresses of stakeholders and interested residents, as well as to city council members' offices. Posters publicizing the public hearings were also put up at the venues several days in advance.

The fall public hearings were held on Wednesday, November 7, 2018 at the Northeast Multi-Service Center from 6:00 p.m. to 8:00 p.m. and Thursday, November 8, 2018 at the Sunnyside Multi-Service Center from 6:00 p.m. to 8:00 p.m. Both public hearing venues were easily accessible for persons traveling on public transportation. The venues also provided interior and exterior accessibility features for persons with a physical disability. CART services for the hearing impaired as well as a Spanish interpreter were made available. In all advertising materials for the public hearings, HCDD publicized that accommodations (i.e. interpreter, sign language, or other accommodations) were available with prior notice. Also, the advertising materials listed HCDD's Fair Housing Hotline as a resource for landlord/tenant or fair housing questions.

Approximately 43 people attended the two fall public hearings, 15 people offered public comments, and 1 person offered written comments regarding the information presented. HCDD also received 2 written comments through email on the Fall Public Hearings. Each attendee received an agenda and HCDD's Public Hearing Guidelines.

Summary of Public Comments (November 7, 2018):

1. The first commenter, a resident of Woodglen, emphasized the need for bus routes, parks, walking trails, and grocery stores in her neighborhood. She said that the elderly residents wanted bus stops inside the neighborhood. Currently, the closest bus stop was five blocks away and dangerous for the elderly residents to walk to. She also commented on the issue of gerrymandering for people of color and asked the City of Houston to trim the trees in her community, so homes had more visibility from the streets.
   Response: HCDD appreciates the commenter's suggestions and has conveyed these recommendations to the relevant City departments.

2. The second commenter is a social worker and vice president at one of Houston Housing Authority's developments. She emphasized the importance of investing in children through the provision of social and

education services to the youth and young children. She said investing in the young, along with creating jobs in the community, will help address disparities in health and allow the residents to be a catalyst of change in their neighborhoods.
Response: HCDD will take into consideration the commenters suggestions of services for children in neighborhoods while strategizing for community development.

3. The third commenter is the president of the residence council at one of Houston Housing Authority's developments in the Third Ward neighborhood. She talked about the condition of broken and muddy sidewalks in her neighborhood and the resulting difficulty of persons in wheelchairs or with physical disabilities to access transit stops and grocery stores in the neighborhood. She also mentioned the need for a big grocery store in the area since smaller stores have higher prices for food items.
Response: HCDD appreciates the work that the commenter does to assist families in the Third Ward. HCDD has partnered with HEB to open a 90,000 square-foot grocery store in the Third Ward neighborhood. Groundbreaking for the store took place in February 2019, and it is expected to be open by the end of 2019. HCDD partners with Houston Public Works on infrastructure improvement projects and will continue to strive to improve infrastructure in Houston's LMI neighborhoods.

4. The fourth commenter talked about the need to clean up ditches clogged with flood debris and fix poor lighting on the streets in Western Houston, specifically, in the Hall Bayou area. He emphasized the danger of poorly lit streets for seniors. He also impressed the need for strategies to promote homeownership, such as a homebuyer assistance program, so that people take ownership and pride in their neighborhoods and invest in their community.
Response**:** HCDD has a Homebuyer Assistance Program that provides down payment and closing cost assistance to qualified homebuyers purchasing new or existing homes. More information is available by calling HCDD at 832.394.6200 or visiting: https://www.houstontx.gov/housing/hap.html

5. The fifth commenter has been a resident of her neighborhood for over three decades and wants to see improvements there. She emphasized the need for infrastructure improvement such as fixing broken sidewalks, repairing potholes, putting up more street lights, painting crosswalks, and improving signage on streets and walking trails in her neighborhood. She also talked about the need to house families displaced from their homes since Hurricane Harvey and the need for better waste collection in her neighborhood.
Response: HCDD appreciates the commenter's time and comments. HCDD partners with Houston Public Works on infrastructure improvement projects and will continue to strive to improve infrastructure in Houston's LMI neighborhoods. For disaster recovery help, the City has opened four Housing Resources Centers, one in each quadrant of the city, to assist Houstonians whose homes were damaged by Hurricane Harvey. Information on how to get help is available at 832.393.0550 and by visiting: https://recovery.houstontx.gov/

6. The sixth commenter has recently moved to Houston and has faced racial discrimination while looking for rental housing. In her comment, she questioned the ability of the City staff present at the public hearing to address the issues and make the necessary changes to solve the problems mentioned by the commenters at the hearing. She urged representatives of the City to convene a general meeting to hear people's complaints. She thanked HCDD's fair housing staff for providing information on fair housing.
Response: HCDD appreciates the comments. Staff records, analyzes and summarizes all public comments received during public hearings to inform programs on housing and community development at HCDD. General information on tenant rights and housing discrimination is available at the Fair Housing/Tenant-Landlord Hotline at HCDD by calling 832.394.6308.

7. The seventh commenter expressed the need to have Representative Jerry Davis be available at public meetings to address the concerns of community members.
Response: HCDD appreciates the comments.

8. The eighth commenter is a homeowner displaced from her home after Hurricane Harvey. She wanted more information on disaster recovery funding and the next steps for Harvey victims to get help through disaster recovery funding.
   Response: For disaster recovery help, the City has opened four Housing Resources Centers, one in each quadrant of the city, to assist Houstonians whose homes were damaged by Hurricane Harvey. Information on disaster assistance is available by phone at 832.393.0550 and by visiting: https://recovery.houstontx.gov/

9. The ninth commenter works in an organization that provides caregiving services in the community. His comments were submitted via email. He proposed ideas to assist residents affected by Hurricane Harvey through legal services and rapid rehousing. He also mentioned investigating debt incurred by affected residents after Hurricane Harvey and looking into incidents of evictions to improve disaster recovery programs and reduce homelessness.
   Response: HCDD appreciates the comments.

10. The tenth commenter is a resident of District E. Her comments were submitted via email. She emphasized the need for safe and accessible sidewalks in her community and gave the example of her son who feels unsafe walking to school because of high speed limits and no sidewalks on the streets. She also mentioned the need to address homelessness after Hurricane Harvey through homeless programs and shelters. Her comments were accompanied by photos of broken pavement, absent sidewalks and open ditches in her neighborhood.
    Response: HCDD partners with Houston Public Works on infrastructure improvement projects and will continue to strive to improve infrastructure in Houston's LMI neighborhoods. HCDD appreciates the commenter highlighting the need in her community and will convey the comments to Houston Public Works.

Summary of Public Comments (November 8, 2018)

1. The first commenter is a resident of Sunnyside/South Park who has worked in the community for several decades as a caregiver. She owns a personal care home in the neighborhood which served the homeless, persons with disability and mental illness as well as veterans. She asked for help in the rehabilitation of the personal care facility that was damaged by a fire in 2014.
   Response: HCDD thanks the commenter for their service to the Houston community. Information on rehabilitation programs for multifamily communities or public facilities is available at 832.394.6200 and at: www.houstontx.gov/housing/rfp.html.

2. The second commenter is a resident of Third Ward who has recently purchased a home there. In her comments, she explained her frustration with the high cost of housing and gentrification in Third Ward. She emphasized the need to repair and renovate homes in the neighborhood as a strategy to fight gentrification and to sustain and promote home ownership. She said that information on civic associations and organizations that can help improve neighborhoods is not easily available. Community members who are homeowners take pride in their neighborhood and want to work to improve their surroundings, however, they do not receive information or support from the City.
   Response: HCDD appreciates the comments. Information about HCDD's home repair programs is available at 832.394.6200 and at: https://www.houstontx.gov/housing/home_repair_programs.html. Information on civic organizations and how to be a part of one is available with the Mayor's Citizens Assistance Office at: https://www.houstontx.gov/cao/.

3. The third commenter has been a resident of the Broadway Subdivision for 36 years. In her comments, she advocated for the residents to be proactive in improving their surroundings and helping one another through filling out applications for city services or providing logistic support, such as help with cutting overgrown grass.
   Response: HCDD appreciates the comments and thanks the commenter for their proactive approach towards neighborhood improvement.

4. The fourth commenter is a resident of the Sunnyside community and expressed concern about senior homeowners in the community who were aging in their homes. She said that senior residents in the community had deferred maintenance and other home repairs, especially after Hurricane Harvey. These residents were unable to access government assistance because of their health issues and lack of mobility. She emphasized the importance of assisting families with health and accessibility barriers in seeking assistance.
   Response: HCDD appreciates the comments. Information on HCDD's Home Repair Program is available at 832.394.6200 and at: https://www.houstontx.gov/housing/home_repair_programs.html. Information on Hurricane Harvey disaster recovery programs for home repair is available at 832.393.0550 and at: https://recovery.houstontx.gov. Mobile outreach teams are available to help homeowners who need assistance with the disaster assistance pre-application process.

5. The fifth commenter spoke about the need for providing public facilities along with affordable housing as a strategy to meet the needs of a community. He said that to achieve long-term impacts for affordable housing, it needs to be coupled with public facilities, especially for the youth. He also suggested a strategy to generate public facilities funds for neighborhoods through social impact bonds that generate private investment and help create opportunities for children as well as reduce recidivism.
   Response: HCDD appreciates the suggestions and may look into the strategies described by the commenter to improve long-term strategies for affordable housing and community development.

6. The sixth commenter is a resident of public housing and expressed concern about how contracts related to public housing were decided. She stressed that public housing residents were stakeholders that needed a seat at the table for discussions on contracts and investors and said that out-of-state contractors should not be chosen, as has been the case in the recent past with the Houston Housing Authority.
   Response: HCDD appreciates the comments and will pass them on to the Houston Housing Authority.

7. The seventh commenter said that people with disabilities have a hard time getting their voices heard. He stressed on the need to provide support to people who are in financial difficulty and people with disabilities.
   Response: HCDD appreciates the comments. Programs funded by HCDD include public services that provide housing and other services to persons with disabilities and families with low- and moderate-incomes. Information on these and other programs is available at 832.394.6200 and at: http://www.houstontx.gov/housing/

Summary of the Spring Public Hearings

The Housing and Community Development Department (HCDD) held two public hearings in the spring of 2019 in support of the development of the 2019 Annual Action Plan. The public hearings had an open house format with information/exhibit tables for various HCDD programs and campaigns, such as the Homebuyer Assistance Program and the Home Repair Program, where attendees engaged with staff to learn about programs and obtain written material and guidance. In support of HCDD's fair housing education efforts, fair housing information was made available on an information/exhibit table. The attendees also partook in roundtable discussions where they responded to open-ended questions about housing and other concerns in their neighborhoods as well as Houston. HCDD staff facilitated the discussion and documented attendees' responses.

HCDD implemented a broad outreach campaign to promote public participation in the development of the 2019 Annual Action Plan. There was a concerted effort to reach out to a diverse population, including minorities, non-English speaking persons, persons with disabilities and persons with special needs. Public notices were published in the *Houston Chronicle*, *La Voz de Houston*, *African American News & Issues*, *VietNam Moi News*, *and Houston Forward Times*. The public hearings were also announced on HCDD's social media and its website at www.houstontx.gov/housing. Social media announcements included posts on HCDD's Facebook and Twitter pages and through Nextdoor. Flyers publicizing the public hearings were sent electronically to over 900 email addresses of stakeholders and interested residents, as well as to City Council members' offices. Posters publicizing the public hearings were also put up at the venues several days in advance.

The spring public hearings were held on Tuesday, April 2, 2019 at the Near Northwest Management District from 6 to 8 p.m. and Thursday, April 4, 2019 at the Magnolia Multi-Service Center from 6 to 8 p.m. Both public hearing venues were within a five minutes walking distance of a bus stop. The venues also provided interior and exterior accessibility features for persons with a physical disability. CART services for the hearing impaired as well as a Spanish interpreter were made available. In all advertising materials for the public hearings, HCDD publicized that accommodations (i.e. interpreter, sign language, or other accommodations) were available with prior notice. Also, the advertising materials listed HCDD's Fair Housing Hotline as a resource for landlord/tenant or fair housing questions.

Approximately 38 people attended the two spring public hearings and 13 people offered public comments. Each attendee received an agenda and HCDD's Public Hearing Guidelines.

Summary of Public Comments (April 2, 2019):

1. The first commenter is an environmental science officer at the Houston Health Department who also runs the Bureau for Community and Children's Environmental Health. In her work, she has continued to see children who have been poisoned by lead from paint in older homes that need repair. She thanked HUD and HCDD for providing CDBG funding for lead abatement in homes that have lead-based paint.
   Response: HCDD appreciates the comment and the work that the Houston Health Department does to keep Houstonians safe from environmental hazards.

2. The second commenter said she had attended previous public meetings held by HCDD and hoped that more meetings will be held in the future. She said that residents in Acres Homes are not aware of housing benefits available to them and attending such meetings would be beneficial.
   Response: HCDD appreciates the comment.

3. The third commenter is the head of SEARCH Homeless Services. She thanked the City of Houston for being a partner with SEARCH in providing housing and social services to homeless persons or those at risk of becoming homeless. She was grateful for the City's commitment of resources to end homelessness.

Response: HCDD appreciates the work the commenter's organization does to decrease homelessness in Houston.

4. The fourth commenter talked about the need for affordable housing in Houston. She emphasized the need for an association that protects tenants against evictions and provides support and information on tenant rights. Getting evicted has long-term impacts on tenants' credit scores and financial stability. A tenant association would help safeguard people against such consequences.
   Response**:** HCDD appreciates the comments. General information on tenant rights and housing discrimination is available through the Fair Housing/Tenant-Landlord Hotline at HCDD by calling 832.394.6308.

5. The fifth commenter is a retiree whose home flooded during the Tax Day Flood and Hurricane Harvey. She addressed FEMA and the federal government and asked them to act against the rising flood insurance rates for those who have had repetitive flooding. The commenter said that as a retiree she could not afford insurance rates that had doubled over the last year. She mentioned that others in her neighborhood who were unable to afford high insurance rates had no option but to leave their homes
   Response: Some FEMA insurance policyholders may be eligible for restored grandfathered rates and be able to repeal rate increases. The following website provides information on that process: https://www.fema.gov/flood-insurance-reform-rates-and-refunds. Information on factors determining FEMA's flood insurance rates is available here: https://www.fema.gov/media-library/multimedia/collections/630.

6. The sixth commenter is an entrepreneur and advocate for rights of persons with disabilities. She was also an executive-level employee at HCDD previously. She commended HCDD staff on conducting public engagement and emphasized the importance of housing rights and social action. She said that evictions were a barrier to fair housing and needed to be addressed in plans for housing.
   Response: HCDD appreciates the comments. As staff begins the process of public engagement for the development of the next *Analysis of Impediments to Fair Housing Choice*, HCDD will reach out to community members and stakeholders to understand the barriers to fair housing choice and formulate goals and strategies to address them.

7. The seventh commenter is a resident of Acres Homes. She talked about the need for residents to have the contact information for different departments in the City of Houston. This will improve the residents' ability to "navigate" information and give them an opportunity for self-help. She emphasized the importance of allowing the communities in Houston to retain their neighborhood characteristics and not force change upon them. As an example, she said that Acres Homes residents should not have to give up the animals they keep on their properties.
   Response: HCDD appreciates the comments. Information about City of Houston's various departments is available here: https://www.houstontx.gov/departments.html.

8. The eight commenter works for a social service agency that provides childcare and delinquency prevention services. She expressed appreciation for the resources made available by HCDD to help the agency prevent homelessness and provide essential social services to low income families. She also expressed appreciation for the City of Houston upgrading a neighborhood park close to her home and asked community residents to let the City know of issues in their neighborhoods to achieve solutions.
   Response: HCDD appreciates the comments.

Summary of Public Comments (April 4, 2019)

1. The first commenter is a member of a religious organization that conducts community outreach and provides food for the homeless. In her comments, she expressed an interest in being a part of the recovery after Hurricane Harvey and appreciated the work done by the Mayor and the City of Houston for the community. She also mentioned that neighborhoods were transitioning after Hurricane Harvey and required community development to solve issues related to affordable housing and struggling small businesses.
   Response: HCDD thanks the commenter for their service to the Houston community. Information related to recovery activities and programs is available at: https://recovery.houstontx.gov/

2. The second commenter is a social worker who connects homeless persons with emergency shelter and services. In his comments, he emphasized the need to expand emergency shelter services and provide resources to help homeless persons in Houston.
   Response: HCDD appreciates the comments. HCDD's Public Services Division works closely with and provides funding to agencies providing rapid re-housing, social services and case management to the homeless population and those at risk of homelessness.

3. The third commenter is a resident of the South Union neighborhood. She said that there was a lack of representation of low-income members of the community and Latin residents from the Magnolia neighborhood at that evening's open house. She highlighted the need to reach low-income and minority members of the community to advertise community meetings through mail and door-to-door invitations. She also emphasized the need to respond to rising property taxes that are making housing unaffordable and displacing retirees
   Response: HCDD strives to reach low-income communities and those with limited English proficiency through advertising public hearings. Public notices about the open houses are published in the *Houston Chronicle* as well as several community newspapers. Flyers are posted at the venues in advance and also distributed electronically to council members, previous public hearing attendees, and super neighborhood officials. Advertisements for public hearings are also promoted through HCDD social media accounts. HCDD appreciates the commenter's suggestions and will continue its efforts to reach low-income and minority communities through cost-effective strategies. Regarding increased housing costs from taxes, HCDD together with Community Housing Development Organizations (CHDOs) and the Houston Community Land Trust is going to develop affordable single family homes, which will create new affordable housing stock in neighborhoods with rising property values. In addition, the Houston Community Land Trust will preserve long-term affordability and will mitigate rising property values through innovative homeownership structures. Information related to HCDD's single family home development is available here: http://www.houstontx.gov/housing/nhdp/

4. The fourth commenter is a resident of Acres Homes. He said it was important to address the issue of people of color feeling intimidated in reaching out for information or services related to housing. He further said that there was a perception in the community to hold city government or other levels of government responsible for the provision of housing. He suggested increasing education to help the community so that they are better able to understand the resources and mechanisms available for housing. Lastly, he said that housing discrimination was related to the financing of homes, where people with specific credit histories were unable to afford down payments.
   Response: HCDD is mindful of representation while communicating with the diverse communities in Houston. HCDD staff members, who belong to various racial and ethnic communities and are fluent in Spanish, Urdu, and French, make an effort to communicate effectively with people from under-represented communities while conducting outreach. HCDD appreciates the comment on housing discrimination based on an inability to afford down payments. HCDD's Homebuyer Assistance Program provides down payment assistance and closing cost assistance to qualified homebuyers purchasing new or existing homes. Information on the program is available at 832.394.6200 and https://www.houstontx.gov/housing/hap.html.

5. The fifth commenter is a faith leader in the East End area. He commented on his organization's efforts to maintain the cultural makeup of the area after renters were displaced from the neighborhood. He also asked if HCDD collaborated with METRO to create transit-oriented affordable housing.
   Response: HCDD's housing development programs aim to preserve neighborhoods and prevent displacement through long-term affordability periods. The recent Notice of Funding Availability (NOFA) for affordable multifamily housing development prioritized proposals that are transit oriented and promote access to mass transportation options. The NOFA also prioritized proposals in areas experiencing high rental costs that cause displacement of low-income families. Furthermore, HCDD is developing affordable homes in partnership with CHDOs, which will allow low-income homeowners to purchase and stay in new homes over the long-term. The program is expected to ramp-up in the next 12 months. Information on the multifamily NOFA is available here: https://recovery.houstontx.gov/wp-content/uploads/2019/02/T28910_Disaster-Recovery_DR-17_Notice_of_Funding_Availability.pdf. Information for the CHDO single family home development is available here: http://houstontx.gov/housing/RFP_T28889.pdf

Appendix # 8: Written Comments and Responses

From: BARBETT BRASHEAR
To: Wajahat, Fatima - HCD
Subject: Comment for 2019 Action Plan
Date: Wednesday, April 17, 2019 8:42:39 PM

[Message Came from Outside the City of Houston Mail System]

Hello Ms. Wajahat,
I would like to provide input to the 2019 plan. I am the Executive Director for the Harris County Domestic Violence Coordinating Council. For the past 3 years we have been facilitating a coordinated access to housing project with the local domestic violence agencies. We collectively have assessed over 1200 families for housing and have been able to place less than 25% of those families. Harris County domestic violence agencies also have the highest turn away rate in the state for emergency shelter due to lack of space and high demand. Our group is working to find ways to prioritize the highest risk families into shelter and housing. Our law enforcement and criminal justice system are currently prioritizing the highest risk domestic violence cases for specialized case management and we are finding that 20% of those are n need of safe housing options.

Harris County had one of the highest years for domestic violence deaths in 2018 with 91 citizens dying because of domestic violence. Research has shown that domestic violence rates can dramatically increase 12-18 months post community disaster. This seems to be proving to be true in our community. I did not see anything in the current action plan that actively and strongly addresses the safe housing needs of those fleeing domestic violence.

Our partner agencies include domestic violence agencies, law enforcement, criminal justice system, local colleges and universities, health care providers, and other social service providers. All of our partners express frustrations in getting those fleeing domestic violence into safe housing options. In 2015 our community stakeholders prioritized the need for our work to focus on finding more safe housing solutions for those fleeing domestic violence, which includes diversion from entering into homelessness. This has been a work in progress for our community. I urge this plan to identify and prioritize the need for domestic violence survivors to have increased access to safe housing solutions.

I welcome the opportunity to discuss this further and thank you for the work you do in our community.
Most Sincerely,
Barbie Brashear, MSW
Executive Director
HCDVCC
281-400-3680
Barbie@hcdvcc.org

Sent from my iPad

CITY OF HOUSTON

Housing & Community Development Department

Sylvester Turner

Mayor

Tom McCasland
Director
2100 Travis, 9th Floor
Houston, Texas 77002

T. (832) 394-6200
F. (832) 395-9662
www.houstontx.gov/housing

May 1, 2019

Ms. Barbett Brashear
Executive Director
Harris County Domestic Violence Coordinating Council

Re: HCDD Response to Public Comments on Draft 2019 Annual Action Plan

Dear Ms. Brashear:

Thank you for submitting comments on the *Draft 2019 Annual Action Plan*. This letter is a written response to your comments submitted by e-mail on Wednesday, April 17, 2019. We appreciate you highlighting the need to provide safe housing options for victims of domestic violence and their families. The Housing and Community Development Department (HCDD) works closely with the Houston/Harris County Continuum of Care (CoC) jurisdictions and the Coalition for the Homeless of Houston/Harris County regarding allocation of Emergency Solution Grant (ESG) funding. The CoC has developed a prioritization mechanism for homelessness prevention activities funded by ESG that identifies families and persons in domestic violence situations as those most at-risk of becoming homeless and in need of homelessness prevention assistance to achieve housing stability.

In Program Year 2019, HCDD will continue to provide ESG funding to agencies that are prioritizing families or persons in domestic violence situations for homelessness prevention and sheltering activities. You may reach HCDD's Public Services Division at 832.394.6200 to obtain more information.

Very truly yours,

Derek Sellers
Assistant Director

Council Members: Brenda Stardig Jerry Davis Ellen R. Cohen Dwight A. Boykins Dave Martin Steve Le Greg Travis Karla Cisneros
Robert Gallegos Mike Laster Martha Castex-Tatum Mike Knox David W. Robinson Michael Kubosh Amanda Edwards Jack Christie
Controller: Chris Brown

Itz, Mary - HCD

From: HCDD Planning
Sent: Monday, April 27, 2020 8:42 AM
To: Itz, Mary - HCD
Subject: FW: Public Comments - COVID-19 Funding Amendments

From: Lori Pampilo Harris <lori.harris@houstonhousingcollaborative.org>
Sent: Saturday, April 25, 2020 6:23 PM
To: HCDD Planning <hcddplanning@houstontx.gov>
Subject: Public Comments - COVID-19 Funding Amendments

[Message Came from Outside the City of Houston Mail System]

The following are my individual comments in regards to HCDD's COVID-19 Funding amendments. These comments are my own and does not represent the Houston Housing Collaborative:

- HCDD's and the City of Houston's nimbleness in crafting and proposing the following amendments during this health crisis, is deeply appreciated. The commitment of the staff and electeds, to ensure that every dollar is leveraged so that each Houstonian has a safe place to lay their head each night is commended.
- Eviction moratoriums are not enough. It should be done in tandem with emergency rental assistance or good-faith payments to impacted landlords and property owners. CDBG and ESG funding can be used immediately to make temporary rent payments to landlords and mortgage companies on behalf of residents in distress. Payments must meet HUD requirements within each program. The U.S. Department of the Treasury, which administers CRF, is expected to provide additional clarity and direction to state and local governments regarding CRF payments to support emergency housing expenditures due to COVID-19.
- The City of Houston, with the CoC, and the lead agency should quickly create a set aside strategy for families and individuals who were most impacted by COVID-19 to expedite and deploy rapid rehousing to help prevent an increase in homelessness. This would include housing relocation, navigation, barrier buster, and stabilization services and short- or medium term rental assistance to help a homeless individual or family move as quickly as possible into permanent housing and achieve stability in that housing.
- Because people experiencing homelessness may be living in congregated communities – whether in encampments or shelters, the City of Houston should prepare to contain an outbreak among people experiencing homelessness, should an outbreak occur. City of Houston should adopt a plan to use flexible funds to address the urgent needs facing homeless shelter providers as they work to decongest congregate shelters and identify alternative space, including hotels, for isolation and self-quarantine of people experiencing homelessness. City of Houston should quickly identify and set up safe and humane alternatives available for homeless residents impacted by the loss of shelter availability.
- Data is emerging that coronavirus is infecting and killing Black Americans at a disproportionately high rate. HCDD's housing leads should work across jurisdictional lines to pair targeted housing and health outreach to higher-risk communities to stabilize households and suppress the spread of COVID-19. The flexibility of ESG, CDBG, and CRF can also be used to address the urgent housing needs of these and other marginalized populations.
- Dedicate city funds to assist Houstonians who are at risk of losing their rental housing due to the COVID-19 pandemic. The funds would help income-eligible tenants achieve housing stability by providing direct financial relief to assist with rental payments.

Thank you,
Lori Pampilo Harris

Lori Pampilo Harris she|her|hers
Executive Director
Houston Housing Collaborative
708 Main Street, 10th Floor
Houston, TX 77002
713.489.0658

DocuSign Envelope ID: B2A1DFA3-3242-4D84-8FFE-439724690403

CITY OF HOUSTON

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April 29, 2020

Ms. Lori Pampilo Harris
Houston Housing Collaborative
708 Main Street, 10th Floor
Houston, TX 77002

Subject: Public Comments – COVID-19 Funding Amendments

Dear Ms. Pampilo Harris:

This letter is in response to your comments regarding the City of Houston's 2019 Annual Action Plan Amendment. We appreciate the Houston Housing Collaborative's concerns for urgent housing needs of Houstonians, including homeless and marginalized populations.

The City plans to use CDBG-CV, HOPWA-CV, and ESG-CV funding to help stabilize people in housing and to help reduce the spread and impact of COVID-19. This will include rental assistance, rapid rehousing, and homeless prevention services for low- and moderate-income persons, including persons of color. The City will continue to work closely with the CoC, the Coalition for the Homeless, and area shelters to ensure that there are opportunities for isolation and self-quarantine for people experiencing homelessness and to provide additional sheltering availability. The City is also planning to leverage FEMA, other non-HUD COVID funding, and additional housing resources to address the urgent needs identified in your comments

Your comments are greatly appreciated. Please check the Housing and Community Development Department's website for additional information on consolidated planning documents at https://houstontx.gov/housing/caper.html.

Sincerely,

DocuSigned by:
Tom McCasland
BB4243B4670F4BF...

Tom McCasland
Director

*Appendix # **9**: Language Assistance Plan*

CITY OF HOUSTON

Language Assistance Plan

FOR THE

HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT

ANTICIPATED MAY 2019

ORIGINAL MAY 2013; LAST UPDATED MAY 2014

2100 Travis Street

Houston, TX 77002

832-394-6200

www.houstontx.gov

Table of Contents

Introduction 172
Development of the Plan 173
Four Factor Analysis 174
Factor 1 174
Factor 2 176
Factor 3 176
Factor 4 177
Language Assistance Measures 178
Oral Interpretation Services 178
Written Translation Services 179
Working with Subrecipients of Federal Funding 180
Staff Training and Coordination 181
Providing Notice to LEP Persons: Marketing and Outreach 182
Record Keeping and Evaluation 183
Appendix: HCDD Essential Public Information 184

Introduction

The City of Houston is an incredibly diverse community where residents speak many different languages. More than 48% of Houston's two million residents over the age of 5 years speak a language other than English at home (2013-2017 American Community Survey). Many Houstonians, whose first language is not English, may have a limited ability to read, write, speak, or understand English and are considered limited English proficient or "LEP". LEP individuals may not have the same access to important housing and social services as those who are English proficient. LEP individuals may lack the social networks that connect them to housing services and programs; if connected to the programs, they may be unable to comply with applicable responsibilities that could qualify them for programs and services. For these and other reasons, LEP individuals may encounter significant barriers to housing and social service programs.

Federal Authority

Title VI of the Civil Rights Act of 1964 (Title VI) is the federal law that protects individuals from discrimination on the basis of their race, color, or national origin in programs that receive federal financial assistance. In certain situations, failure to ensure that persons who are LEP can effectively participate in or benefit from federally assisted programs may violate Title VI's prohibition against national origin discrimination.

Title VI requires organizations whose programs are federally funded to ensure meaningful access to those programs. In order to promote meaningful access for LEP persons to housing services and programs, the City of Houston Housing and Community Development Department (HCDD) prepared this Language Assistance Plan. HCDD administers various HUD funded activities through special grants and entitlement grants including Community Development Block Grant (CDBG), Home Investment Partnerships Grant (HOME), Housing Opportunities for Persons with AIDS (HOPWA), and Emergency Solutions Grant (ESG).

Federally assisted recipients are required to make reasonable efforts to provide language assistance to ensure meaningful access for LEP persons to the recipient's programs and activities. To do this, the recipient can:

1) Conduct a four-factor analysis

2) Develop a Language Access Plan

3) Provide appropriate language assistance

The purpose of this Language Assistance Plan is to implement a process by which HCDD will provide greater access and participation in its services, programs, and activities for Houstonians with limited English proficiency. This Language Assistance Plan sets forth a framework of the language services and procedures that HCDD will implement to address the needs of LEP persons. In developing the Language Assistance Plan, HCDD followed guidelines issued by HUD, including the recommended four-factor analysis, to determine LEP needs and the organizational capacity to meet those needs.

Local Authority

On May 16, 2014, Mayor Annise Parker approved Administrative Procedure 2-11 under the authority of Article VI, Section 7a of the City Charter of the City of Houston. The order mandates all City departments to establish policies for providing information about City services, programs, and activities to residents and visitors who are LEP persons. Per the Administrative Procedure, "Essential Public Information", which is defined as any information developed or used by the department or deemed vital for purpose of public safety, public health, and economic development, shall be translated into the top 5 commonly-used languages, when feasible.

Development of the Plan

HCDD developed this Language Assistance Plan to help identify reasonable steps to ensure nondiscrimination in providing language assistance to persons with limited English proficiency who seek to utilize the services and programs funded by HCDD. As defined in Executive Order 13166, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write, or understand English.

This plan outlines the process of identifying a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and ways to notify LEP persons that assistance is available.

To prepare the document, HCDD undertook the four-factor analysis which includes the following:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by the programs and services provided through HCDD funding.

2. The frequency with which LEP persons come into contact with the HCDD's programs and services.

3. The nature and importance of the HCDD's programs and services to the person's life.

4. The resources available to City staff and overall costs to provide LEP assistance.

Four Factor Analysis

The four-factor analysis is recommended by HUD to determine the eligible LEP population and the level of need for language services to be provided to LEP individuals by HCDD. HCDD prioritizes language access by utilizing the list of most spoken citywide LEP languages based on Census data and internal research. HCDD provides services to LEP customers by various methods based upon the relative number of such persons and the frequency of contacts or anticipated contacts. Reasonable steps are taken to accomplish the goal of providing meaningful access to LEP persons within the cost limitations of HCDD funding.

Factor 1: The number or proportion of LEP persons eligible to be served or likely to be encountered by the programs and services provided through HCDD funding.

HCDD used the 2013-2017 American Community Survey 5-year estimates and the 2017 American Community Survey one-year estimates to determine the potential LEP population in the City of Houston. The following tables provide information about these populations.

Compared to the Houston Metropolitan Statistical Area (MSA), Texas, and the U.S, the City of Houston has the highest percentage of multi-lingual residents with almost half of the residents 5 years or older speaking a language other than English at home. There is also a higher percentage of residents within the City of Houston that speak English "Less Than Very Well", even compared to the Houston-Sugar Land-Baytown Metropolitan Area.

Breakdown of Population 5 Years or Older – Language Spoken at Home

	United States	Texas	Houston-Sugar Land-Baytown Metro Area	City of Houston
Total Population	301,150,892	25,437.762	151,275	2,090,829
Speak English Only	78.7%	64.7%	57.6%	51.9%
Speak English Only or Speak English "Very Well"	91.5%	85.9%	84.4%	76.7%
Speak English "Less Than Very Well"	8.5%	14.1%	15.6%	23.3%
Source: Table S1601, 2013-2017 American Community Survey				

The City of Houston is a diverse community. Houston residents speak more than 145 different languages. The three most frequently spoken non-English languages are Spanish, Vietnamese, and Chinese (2013-2017 American Community Survey, Table S1601).

Language Spoken at Home for the Population 5 Years or Older in the City of Houston

Language Spoken at Home	# of Persons	% of Population
Spanish or Spanish Creole	832,240	39.1%
Vietnamese	32,264	1.5%
Chinese	26,210	1.2%
Other Asian Languages	3,272	0.1%
French	13,458	0.6%
Arabic	19,121	0.8%
Hindi	9,861	0.4%
Source: Table B16001, 2017 American Community Survey		

Estimating the number of residents with limited English proficiency is important when identifying the need for language services. The following shows the number of City of Houston residents that speak English "Less than Very Well". Those with limited English proficiency most frequently speak Spanish, Vietnamese, Chinese, Arabic, and Urdu.

Populations 5 Years or Older by Language That Speak English "Less than Very Well" in City of Houston

Language Spoken at Home	Population	Percent of Total Population	5 Year Change
Spanish or Creole	422,679	19.8%	6.4%
Vietnamese	19,870	0.9%	-7.9%
Chinese	13,952	0.6%	3.2%
Arabic	6,132	0.3%	84.5%
Urdu	3,662	0.2%	31.6%
Korean	2,686	0.1%	7.5%
French (incl. Patois, Cajun)	2,662	0.1%	27.7%
Yoruba, Twi, Igbo, or other languages of Western Africa	2,203	0.1%	NA
Persian	2,191	0.1%	35.9%
Amharic, Somali, or other Afro-Asiatic language	1,974	0.1%	NA
Hindi	1,944	0.1%	-4.8%
Other Asian Languages	1,813	0.1%	.11%
Swahili or other languages of Central, Eastern, and Southern Africa	1,755	0.1%	NA
Tagalog	1,242	0.1%	-19.9%
Russian	1,225	0.1%	-11.7%
Source: Table B16001, 2017 American Community Survey and 2008-2012 American Community Survey			

Residents living below the poverty line are in greater need of services that HCDD funding helps to provide, including housing and supportive services for low- and moderate-income persons. Examining the language spoken by the population living in poverty can help determine the language needs of those in poverty and thus those most in need of HCDD services. In 2019 poverty is defined as those households who make $25,750 for a household of four (https://aspe.hhs.gov/poverty-guidelines). The Area Median Income (AMI) in the Houston Metropolitan Area for a family of four is $74,900 and the Poverty Line is approximately 34% of AMI (https://www.huduser.gov/portal/datasets/il.html).

Poverty Status in the City of Houston by Language Spoken at Home for Population 5 Year and Over

	Population	Percent of Total Population	Percent of Population in Poverty
People in Poverty	413,916	21%	100%
Speak Spanish	210,998	10%	51%
Speak Asian and Pacific Island languages	14,527	0.7%	3.5%
Speak other Indo-European languages	12,050	0.6%	2.9%
Speak other languages	10,110	0.5%	2.4%
Source: Table B16009, 2013-2017 American Community Survey			

Summary of the U.S. Census American Community Survey Data:

- Almost half (48.1%) of the population living in the City of Houston speaks English and another language, which is a greater percentage compared to the United States (21.3%), Texas (35.3%), and the metropolitan area (42.4%).
- The most common languages spoken at home in the City of Houston are Spanish, Vietnamese and Chinese.

- Almost one quarter (23.3%) of the population living in the City of Houston speaks English "less than well", which is a greater percentage compared to the United States (8.5%), Texas (14.1%), and the metropolitan area (15.6%).
- About one fifth (19.8%) of the population living in the City of Houston speak Spanish and speak English "less than well". Two other languages have a significant number of people that speak English "less than well": Chinese (0.7%), Vietnamese (0.9%), Arabic (0.3%), and Urdu (0.2%).
- Half (51%) of the people living in poverty in Houston speak Spanish at home.

Factor 2: The frequency with which LEP persons come into contact with HCDD programs and services.

There are three primary ways that residents, including LEP persons, contact HCDD to inquire about HCDD programs and assistance. First, HCDD's front desk staff person directs callers and visitors to the appropriate HCDD Division staff member or to other City Departments. Second, HCDD's Housing Call Center answers questions and serves as the first step to participation in HCDD's housing programs including the Home Repair Program, Homebuyer Assistance Program, and disaster recovery programs. Finally, the Fair Housing Hotline receives calls from residents needing assistance with landlord/tenant relations or fair housing concerns. These HCDD staff members interact with potential applicants, including LEP persons, on a daily basis over the phone and in-person. Other staff members have less frequent interaction with LEP persons.

There is limited data available regarding HCDD staff contacts with LEP persons. HCDD tracks the number of callers to the Fair Housing Hotline and the Call Center. In Program Year 2017, the Fair Housing Hotline received 1,044 calls, 7.1% of which needed language assistance. Of those needing language assisntance 69 callers were Spanish-speakers, three spoke Vietnamese, and one spoke Chinese. Conversations with HCDD program staff also provide anecdotal evidence about the frequency of contacts of the various LEP language groups with HCDD programs. This anecdotal evidence suggests that staff most frequently come in contact with LEP Spanish speakers that need language assistance. The second most frequent contacts are with Vietnamese speakers; however, these contacts are much less compared with LEP Spanish speakers.

Factor 3: The nature and importance of the HCDD program, activity or service to the person's life.

The majority of contacts between HCDD staff and LEP persons are through phone calls, in-person meetings, and written communication. The following illustrates the contacts between HCDD Divisions and Offices and the services provided to the public.

Division/Office	Target Population	Core Service	Level of Importance to LEP Population
Single Family	LMI homebuyers and LMI homeowners	Provides funding assistance to LMI households purchasing homes; Provides funding assistance to LMI homeowners to repair, rehab, or rebuild their current home	High
Fair Housing Hotline	Residents or potential residents of Houston	Assists residents of the Houston area who believe they have experienced discrimination under the Fair Housing Act	High
Public Services	LMI residents, homeless persons, HOPWA persons and other special needs populations; subrecipients	Funds nonprofits and city departments in support of housing and related supportive service programs	High
Disaster Recovery	Houston residents	Provides affected clients with assistance from Harvey	High
Policy and Communications	Houston residents, stakeholders, City Council	Provides information about HCDD activities	High
Economic Development	LMI residents; businesses employing LMI residents	Assist businesses create or retain jobs for low- and moderate-income residents	Medium

Public Facilities	LMI residents and special needs populations; subrecipients	Funds subrecipients rehabbing and constructing public facilities (parks, neighborhood facilities) and funds other city departments for lead abatement and code enforcement activities	Medium
Multifamily	LMI residents in need of housing; special needs populations in need of housing; developers	Funds non-profit and for-profit developers to rehab or build affordable housing or create economic development opportunities	Medium
Planning and Grants Management	Internal staff and Houston residents	Ensures HCDD's compliance with all applicable laws and regulations and plans for future activities by soliciting public input	Medium
Compliance and Monitoring	Internal staff, subrecipients, developers, and contractors	Monitors HCDD contracts, activities associated with Section 3, Davis-Bacon, MBE, Environmental Assessments, Fair Housing	Low
Finance	Internal staff	Handles financial reporting, budgeting, payment processing, and IT Services	Low
Administration and Procurement	Internal staff	Handles records management, facilities, administrative services, and procurement activities	Low

Factor 4: The resources available to city staff and overall costs to provide LEP assistance.

HCDD utilizes a combination of multilingual staff members and procured vendors as professional, competent translators and interpreters. HCDD staff address most language assistance needs. Staff assist with over-the-phone and in-person interpretation, as well as, some document translation services. The City of Houston implements a bilingual pay system in which employees are identified as translators (Bilingual Pay Policy for Municipal Employees, Administrative Policy No. 3-9). HCDD staff have access to a list of bilingual HCDD employees that can assist with interpretation through the Staff Directory, which is updated regularly. If HCDD bilingual staff members are not proficient in the language needed, the City's Human Resources Department or Mayor's Office may assist in locating a bilingual staff person that can assist with translation from another City department. These are low cost methods of providing language services.

The City has a contract with Language Line, which assists with over-the-phone translation services in over 170 languages and is available twenty-four hours a day. HCDD staff may use the Language Line. In addition, HCDD may contract with area vendors to provide in-person interpretation upon request in advance of public hearings. HCDD will procure qualified area vendors for written translation, when needed and as funding allows.

As a result of Administrative Procedure 2-11, the Mayor's language access designee will provide technical assistance and resources to assist in the implementation of HCDD's Language Assistance Plan.

Language Assistance Measures

In order to promote equal access to HCDD programs and services by LEP individuals, HCDD will implement the following array of language assistance services. Actions will be implemented and monitored by HCDD staff.

HCDD will provide the appropriate level of oral interpretation and written translation services based on the four factor analysis and Houston's Administrative Procedure 2-11. Members of most language groups will have the ability to receive oral interpretation services through the Language Line if an HCDD or City staff member cannot provide oral interpretation services adequately. However, due to financial constraints and undemonstrated need at this time for certain program documents to receive written translation, HCDD will focus its resources on providing written translations for LEP populations with the greatest language needs.

Oral Interpretation Services

The need for oral interpretation services arises in one of two ways: either HCDD staff receives a telephone call or has face-to-face contact with an LEP person in the field, in the HCDD office, or at a public hearing. The following describes the process that HCDD will use when receiving LEP clients through telephone communication or in-person visits. This process follows the City's Administrative Procedure for handling LEP individuals.

<u>Telephone Communication</u>

1. The HCDD Staff Directory indicates individuals within HCDD who can speak a non-English language and receive bilingual pay. The Staff Directory is available to all HCDD staff.

2. A staff member who receives a call from a LEP client will assess the primary language needed by the client. If that staff member is listed as bilingual in the Staff Directory and speaks a language relevant to the LEP caller, then that staff member will assist the client. If communication becomes difficult for any reason, the staff member will transfer the call to another HCDD employee identified on the Staff Directory as having language skills relevant to the LEP caller.

3. If a HCDD staff member receives a call from a LEP client and does not speak the language of the caller, the staff member will transfer the call to another member who is listed in the Staff Directory with relevant language skills.

4. If there is not a HCDD staff member indicated on the Staff Directory that speaks a language relevant to the LEP caller, then the staff member can use the Language Line to communicate with the caller.

<u>In-Person Visit</u>

LEP individuals visit the HCDD office for meetings with program staff, mostly regarding the housing programs and disaster recovery programs. Other LEP clients may visit the office for general information about HCDD programs.

1. For in-person client visits, the front-desk staff member is the first point of contact with the client. Front desk staff will assess the language needs of in-person LEP visitors. Staff will be equipped with HUD's "I Speak" language card to facilitate language identification, if necessary. After identifying the relevant language, front desk staff will refer to the Staff Directory to identify staff that may best assist the client.

2. The identified staff member will meet with the LEP individual and provide oral translation services.

3. If no HCDD staff members can effectively assist an LEP individual, then the staff member may utilize the Language Line.

4. If needed, HCDD may ask for assistance from other city staff that receive bilingual pay and speak languages other than those spoken by HCDD staff. The City's Human Resources Department or the Mayor's Office will assist with identifying other city staff that may assist with language needs including in-person interpretation services.

Public Hearing and Public Meeting Interpretation Assistance

When needed, HCDD will contract with area vendors to provide in-person interpretation upon request in advance of public hearings or community meetings. HCDD may provide in-person interpretation for public hearings and meetings without advanced request, as need is anticipated and as funding is available.

Written Translation Services

City's Administrative Procedures

The City's Executive Order 1-17 defines "essential public information" as any information developed or used by he department and deemed vital for purposes of public safety, public health, and economic development. The Administrative Procedure stipulates that, when feasible, the City shall translate "essential public information" into five commonly-used languages, as determined by the Office of New Americans and Immigrants. These five languages are:

1. Spanish
2. Vietnamese
3. Chinese
4. Arabic
5. French

Staff will propose documents that meet the criteria of "essential public information" and final determination of which HCDD documents meet the "essential public information" criteria will be made by the Department Director or the Director's designee. One HCDD document meets the City's criteria and is provided in the Appendix of this Plan.

HUD Guidance

HUD guidance specifies that "vital" documents be translated for eligible LEP persons. HUD's Final Guidance defines vital documents as "any document that is critical for ensuring meaningful access to the recipients' major activities and programs by beneficiaries generally and LEP persons specifically." HUD characterizes a document as vital depending "upon the importance of the program, information encounter, or service involved, and the consequence to the LEP person if the information in question is not provided accurately or in a timely manner" (Federal Register / Vol. 72, No. 13 / Monday, January 22, 2007 / Notices p. 2732). However, this does not mean that a "vital" document should automatically receive written translation. Under the four factor framework, the frequency of contact with the document and organizational resources must also be considered.

Although HCDD tracks callers, HCDD does not currently collect data on which documents and programs are most accessed by each LEP language group, and so it is difficult to assess the frequency with which LEP clients access certain HCDD programs. As identified in the four factor analysis, anecdotal evidence through conversations with HCDD program staff suggest that Spanish speakers have had the greatest demand for language services, in particular the housing programs. In the future, data collection will be enhanced to allow HCDD to more accurately assess LEP needs within programs. The data will be used to refine the Plan during future reviews to more effectively serve LEP clients.

If oral translation, other program material, or a summary of a written document cannot be provided, a written translation of the document may best serve LEP individuals. The following provides a framework that will be used to assess which program documents may qualify for written translation into non-English languages.

Framework for Providing Written Translation Materials		
	Document does not need translation	Document may need translation
Can the document be translated orally?	Yes	No
Do LEP clients frequently access the document?	No	Yes
Is the document the only material available for increasing LEP client access to housing programs and social services?	No	Yes

Working with Subrecipients of Federal Funding

HUD guidance specifies that subrecipients of HUD funding are subject to LEP guidelines. HCDD administers various forms of HUD funding to nonprofit and other community organizations. HCDD will collaborate with these organizations so that they understand LEP guidelines.

Since HCDD funds a diverse group of organizations providing a wide range of services, there is not one approach to developing each nonprofit's Language Assistance Plan. In addition, subrecipients may not have the resources and may choose not to develop a written Language Assistance Plan, however organizations without a written plan must still ensure meaningful access to their programs and activities by LEP persons. HCDD will work with subrecipients who elect not to develop a written plan, to find alternative ways to illustrate and record their plans to provide meaningful access to LEP individuals.

Staff Training and Coordination

HCDD will provide training on the required assistance actions under the Language Assistance Plan for HCDD employees. This will include:

1. Training: As needed, training will be scheduled for all employees to review the Language Assistance Plan elements and inform staff of their responsibilities relative to LEP persons. On an ongoing basis, periodic refresher training will be provided to staff who regularly interact with HCDD clients. Discussion about the Language Assistance Plan and procedures will be periodically reviewed during Management Staff meetings so that they may reinforce its importance and ensure its implementation.

2. Coordination: The Planning and Grants Management Division is responsible for updating of the LEP analysis and the Language Assistance Plan, addressing staff and public questions and issues related to LEP matters, and providing ongoing training.

Providing Notice to LEP Persons: Marketing and Outreach

Marketing efforts are instrumental to ensuring that LEP clients seeking language assistance for housing programs and social services receive appropriate and quality language services. Additional marketing and outreach efforts may uncover latent demand for language services, which may be tracked through future data collection efforts. To ensure that LEP persons are aware of the language services available to them, HCDD will take the following actions:

- Provide notice of language services available in documents and for HCDD visitors
- Place the "I Speak Card" in the HCDD lobby available for visitors to use and provide the "I Speak Card" to HCDD staff that work in the field
- Incorporate multilingual messages into HCDD outreach documents
- Post translated marketing materials and written documents on HCDD's website
- Work with community organizations and other stakeholders to inform LEP persons of available language assistance services
- Place public hearing announcements or information about programs and services on non-English media outlets, such as community newspapers or radio stations

Record Keeping and Evaluation

To continue to provide effective services for LEP clients, HCDD will monitor its progress and adjust this Language Assistance Plan as necessary. As a part of the HCDD reporting process, the Language Assistance Plan will be reviewed annually and updated, if needed. The review will assess:

- Whether there have been any significant changes in the composition or language needs of LEP populations
- Any issues or problems related to serving LEP persons which may have emerged during the past year
- Identification of any recommended actions to provide more responsive effective language services

Collecting, analyzing, and maintaining data is one way that HCDD may assess the effectiveness of the Language Assistance Plan. HCDD will explore ways to regularly collect and maintain data on each encounter with an LEP client. The data may include the following:

- Method of communication (telephone or in-person)
- Type of language needed (Spanish, Vietnamese, Chinese, etc.)
- Type of language service needed (oral or written translation)
- The program being accessed (homebuyer, home repair, landlord/tenant, disaster recovery)
- Outcome (how was the issue resolved and how long did it take)

As updates to the Language Assistance Plan are needed, the updating process may include public review and comment since it will be part of HCDD's overall planning process. HCDD may also utilize surveys during the Action Plan planning process to query residents about their LEP needs.

Appendix: HCDD Essential Public Information

CITY OF HOUSTON

HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT

Tom McCasland, Director

The City of Houston's **Housing and Community Development Department** (HCDD) provides the leadership and financing to make affordable homes and neighborhood revitalization happen in Houston. From investing in neighborhood parks, multifamily communities and economic development to providing homebuyer assistance and funds to serve the homeless, the elderly and persons with disabilities, the department works to improve the quality of life for Houston's neighborhoods and families. HCDD expends over $200 million annually of federal, state and local funds for the creation of complete communities where all Houstonians can live and thrive.

HCDD's services are divided among four major categories:

- Affordable Homes: Multifamily and Single-Family
- Supportive Services: Homeless, Elderly and Special Needs Populations
- Infrastructure/Neighborhood Services: Facilities, Code Enforcement and Lead Abatement
- Economic Development

To be directed to one of our programs, please contact the **Housing Call Center** at **832-394-6200**
For assistance with translation, contact HCDD through **3-1-1**

The **Homebuyer Assistance Program** provides down payment assistance and closing cost assistance to qualified homebuyers purchasing new or existing homes. The homebuyer must qualify for a mortgage.

The **Fair Housing Office** assists residents who believe that in the rental of an apartment or the purchase of a home, they have experienced discrimination based on race, color, religion, national origin, sex, family status or disability. This office may also answer general questions about tenant's rights.

HCDD sponsors a variety of **Economic Development** activities from small-business lending to business assistance programs to encourage job creation and retention.

The **Home Repair Program** assists low- and moderate-income homeowners with needed repairs to items that threaten their health, life and safety. The **New Home Development Program** build new affordable single-family homes for low- and moderate-income homebuyers.

The **Public Services Division** provides funding to a variety of eligible non-profit organizations that deliver housing and supportive services to the homeless, elderly, youth, disabled and other special needs populations. Agencies are selected through a request for proposal process on an annual or biennial basis.

The **Multifamily Housing Program** manages new construction and rehabilitation of multifamily housing communities. These properties are privately owned but are required to set aside a certain number of units with affordable rates for lower- income persons and families. Projects are selected through a request for proposal process.

The **Public Facilities Division** manages funds for the development and/or renovation of government and privately-owned public facilities serving low-income and special needs populations. Facilities are selected through an open request for proposal process.

www.houstontx.gov/housing

CITY OF HOUSTON HOUSING AND COMMUNITY DEVELOPMENT

EQUAL HOUSING OPPORTUNITY

@HoustonHCDD

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مدينة هيوستن
قسم تطوير المنازل والمجتمعات
توم مكاسلاند، المدير

توفر إدارة الإسكان والتنمية المجتمعية في مدينة هيوستن (HCDD) القيادة والتمويل لتوفير المنازل بأسعار معقولة وتنشيط الأحياء الموجودة في هيوستن، حيث تعمل الإدارة على تحسين نوعية الحياة لأحياء هيوستن وأسرها عبر القيام بعدة أنشطة، من الاستثمار في حدائق الأحياء، مروراً بمساعدة المجتمعات متعددة الأسر والتنمية الاقتصادية، وصولاً إلى توفير المساعدة لأصحاب المنازل والتمويل لخدمة المشردين والمسنين والأشخاص ذوي الإعاقة. وتنفق إدارة الإسكان والتنمية المجتمعية في مدينة هيوستن أكثر من 200 مليون دولار سنوياً من الأموال الاتحادية وعلى مستوى الولاية والمحلية لإنشاء مجتمعات كاملة يمكن فيها لجميع سكان هيوستن العيش والاستمتاع.

وتنقسم خدمات إدارة الإسكان والتنمية المجتمعية في مدينة هيوستن إلى أربع فئات رئيسة:

- منازل بأسعار معقولة: الأسر المتعددة والأسر الواحدة
- الخدمات الداعمة: المشردين، والمسنين، وذوي الاحتياجات الخاصة
- خدمات البنية التحتية / الجوار: المرافق، وإنفاذ القانون، والحد من مادة الرصاص
- التنمية الاقتصادية

يرجى الاتصال بمركز اتصالات الإسكان على الرقم **832.394.6200** لكي يتم توجيهك إلى أحد برامجنا.

للحصول على مساعدة في الترجمة، اتصل بإدارة الإسكان والتنمية المجتمعية في مدينة هيوستن على الرقم **3-1-1**

يوفر برنامج Homebuyer Assistance Program (المساعدة في شراء المساكن) مساعدة دفعة مقدمة ومساعدة في إغلاق التكاليف لمشتري المساكن المؤهلين الذين يشترون منازل جديدة أو حالية. يجب على صاحب المنزل التأهل للحصول على قرض عقاري.

يساعد **مكتب الإسكان العادل** المقيمين الذين شعروا بأنهم عندما حاولوا استئجار شقة أو شراء منزل، تعرضوا للتمييز على أساس العرق أو اللون أو الدين أو الأصل القومي أو الجنس أو الحالة العائلية أو الإعاقة. كما قد يجيب هذا المكتب أيضاً على أسئلة العامة حول حقوق المستأجر.

ترعى إدارة الإسكان والتنمية المجتمعية مجموعة متنوعة من أنشطة التنمية الاقتصادية من إقراض الشركات الصغيرة إلى برامج مساعدة الأعمال مروراً بتشجيع خلق فرص العمل والاحتفاظ بها.

ويساعد **برنامج إصلاح المنازل** أصحاب المنازل ذوي الدخل المنخفض والمتوسط في إجراء الإصلاحات اللازمة للعناصر التي تهدد صحتهم وحياتهم وسلامتهم، في حين يقوم برنامج تطوير المنازل الجديدة ببناء منازل جديدة بأسعار معقولة للعائلات التي تود شراء منزل ولديها دخل منخفض أو متوسط.

يوفر قسم الخدمات العامة التمويل لمجموعة متنوعة من المنظمات المؤهلة غير الهادفة للربح التي تقدم خدمات الإسكان والدعم للمشردين وكبار السن والشباب والمعوقين وغيرهم من ذوي الاحتياجات الخاصة. ويتم اختيار الوكالات من خلال طلب تقديم عروض على أساس سنوي أو كل سنتين.

ويدير **برنامج الإسكان متعدد الأسر** عملية بناء وإعادة تأهيل مجتمعات الإسكان متعدد الأسر الجديدة. وتكون هذه العقارات مملوكة ملكية خاصة إلا أنه يتوجب عليها تخصيص عدد معين من الوحدات بأسعار معقولة للأشخاص ذوي الدخل المنخفض والعائلات. ويتم اختيار المشاريع من خلال طلب تقديم عروض.

تدير شعبة المرافق العامة الأموال اللازمة لتطوير و / أو تجديد المرافق العامة الحكومية والخاصة التي تخدم ذوي الاحتياجات الخاصة وذوي الاحتياجات الخاصة. ويتم اختيار المنشآت من خلال طلب تقديم عروض.

休斯敦市

住房與社區發展部

Tom McCasland部長

休士頓市**住房與社區發展部**（HCDD）負責領導和資助休士頓經濟適用房的建造和鄰里復興計劃。從在鄰里公園、多戶住房社區、經濟開發等領域投資到提供購房援助和資金，為無家可歸者、年長者和殘障人士服務，住房與社區發展部致力於提高休士頓鄰里和家庭的生活品質。HCDD每年花費兩億多美元的聯邦、州和地方資金，用於建造供所有休斯頓人生活和繁榮昌盛所需的完整社區。

HCDD的服務分為四大類：

- 經濟適用房：多戶和獨戶住宅
- 支援服務：無家可歸者、年長者和有特殊需求的群體
- 基礎設施/鄰里服務：設施、法規執行和除鉛
- 經濟發展

如需參加我們的一項計劃，請撥打**住房話務中心**電話號碼 **832-394-6200**

如需獲得翻譯協助，請撥打**3-1-1**號碼，與HCDD聯繫。

購房者援助計劃為符合條件的購房者購買新房或二手房提供首付援助和成交手續費援助。購房者必須符合申請抵押貸款的條件。

公平住房辦公室向認為自己因種族、膚色、宗教、原國籍、性別、家庭狀況或殘障在租房或購房時遭受歧視的居民提供協助。本辦公室還可以回答有關租戶權利的一般問題。

HCDD贊助各種**經濟發展**活動，其中包括小企業貸款和企業援助計劃，以鼓勵創造和保留就業機會。

住房修繕計劃協助中低收入的房主對危及房主健康、生命和安全的住房問題進行必要的維修。**新住房開發計劃**為中低收入購房者建造新獨戶經濟適用房。

公共服務司為各種符合條件的非營利組織提供資金，這些組織向無家可歸者、年長者、青少年、殘障人士和其他有特殊需求的群體提供住房和支援服務。每年或每兩年透過提案申請流程選擇機構。

多戶住房計劃在多戶住房社區進行新住房建造和原有住房複原。這些是私人擁有的物業，但必須為低收入個人和家庭預留一定數量可負擔價格的單元。透過提案申請流程選擇專案。

公共設施管理司管理用於政府和私有公共設施的開發和/或翻新的資金，為低收入和有特殊需求的群體服務。透過公開提案申請流程選擇設施。

www.houstontx.gov/housing

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CITY OF HOUSTON HOUSING AND COMMUNITY DEVELOPMENT

EQUAL HOUSING OPPORTUNITY

@HoustonHCDD

CIUDAD DE HOUSTON

DEPARTAMENTO DE VIVIENDA Y DESARROLLO COMUNITARIO

Tom McCasland, Director

El **Departamento de Vivienda y Desarrollo Comunitario** (HCDD) de la Ciudad de Houston provee el liderazgo y el financiamiento necesarios para que sus habitantes dispongan de hogares a costo accesible y puedan revitalizar sus vecindarios. Desde invertir en parques vecinales, comunidades multifamiliares y desarrollo económico hasta brindar asistencia a compradores de viviendas y fondos para atender a personas sin hogar, ancianos y discapacitados, el Departamento trabaja para mejorar la calidad de vida de los vecindarios y las familias de Houston. El HCDD invierte anualmente más de $200 millones en fondos federales, estatales y locales para crear comunidades completas, donde todos los residentes de Houston puedan vivir y prosperar.

Los servicios del HCDD se dividen en cuatro categorías principales:

- Hogares de costo razonable: Multifamiliares y unifamiliares
- Servicios de apoyo: Personas sin hogar, ancianos y poblaciones con necesidades especiales
- Servicios de infraestructura/vecindario: Instalaciones, cumplimiento de códigos y mitigación de los efectos del plomo
- Desarrollo económico

Para comunicarse con uno de nuestros programas, llame al **Centro de Llamadas de la Vivienda** al **832-394-6200**
Para obtener ayuda mediante servicios de traducción, comuníquese con el HCDD a través del **3-1-1**

El **Programa de Asistencia a Compradores de Vivienda** brinda ayuda para el pago inicial y asistencia con los costos de cierre a compradores de viviendas calificados que adquieren casas nuevas o existentes. El comprador de la vivienda debe cumplir los requisitos para obtener una hipoteca.

La **Oficina de Equidad de Vivienda** brinda asistencia a los residentes que consideran que han sido discriminados por motivos de raza, color, religión, origen nacional, sexo, estado familiar o discapacidad al tratar de alquilar un apartamento o comprar una casa. Esta oficina también puede responder preguntas generales sobre los derechos del inquilino.

El HCDD patrocina una variedad de actividades de **desarrollo económico**, desde préstamos a pequeñas empresas hasta programas de asistencia empresarial, para promover la creación y conservación de puestos de trabajo.

El **Programa de Reparación de Viviendas** ayuda a los propietarios de viviendas con ingresos bajos o moderados con las reparaciones necesarias de componentes que amenazan su salud, su vida o su seguridad. El **Programa de Desarrollo de Nuevos Hogares** construye nuevas viviendas unifamiliares a precio accesible para compradores de viviendas de ingresos bajos y moderados.

La **División de Servicios Públicos** proporciona fondos a una variedad de organizaciones elegibles sin fines de lucro que ofrecen servicios de vivienda y apoyo a las personas sin hogar, ancianos, jóvenes, discapacitados y otras poblaciones con necesidades especiales. Las agencias son seleccionadas a través de un proceso de solicitud de propuestas cada uno o dos años.

El **Programa de Viviendas Multifamiliares** administra las nuevas construcciones y las refacciones en comunidades con este tipo de viviendas. Estas viviendas son de propiedad privada, pero se requiere reservar cierta cantidad de unidades a precios accesibles para personas y familias de menores ingresos. Los proyectos se seleccionan por medio de un proceso de solicitud de propuestas.

La **División de Instalaciones Públicas** administra fondos para el desarrollo y/o la renovación de instalaciones gubernamentales públicas y privadas que atienden a poblaciones de bajos ingresos o con necesidades especiales. Las instalaciones se seleccionan por medio de un proceso abierto de solicitud de propuestas.

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CITY OF HOUSTON HOUSING AND COMMUNITY DEVELOPMENT

EQUAL HOUSING OPPORTUNITY

@HoustonHCDD

ہیوسٹن شہر
ہاؤسنگ اور کمیونٹی کی ترقی کا ادارہ
ٹام مکاس لینڈ (Tom McCasland)، ڈائریکٹر

ہیوسٹن شہر کے ہاؤسنگ اور کمیونٹی کی ترقی کا ادارہ (HCDD) ہیوسٹن میں سستے گھروں اور پڑوس کی بحالی کے کام کے لئے قیادت اور فنانسنگ فراہم کرتا ہے۔ پڑوس کے پارکوں، ملٹی فیملی کمیونٹیز اور اقتصادی ترقی میں سرمایہ کاری سے لیکر بے گھر افراد، بزرگوں اور معذور افراد کو گھر خریدنے میں مدد اور فنڈز کی فراہمی تک، یہ محکمہ ہیوسٹن کے پڑوس اور خاندانوں کی زندگی کے معیار کو بہتر بنانے کے لئے کام کرتا ہے۔ HCDD مکمل کمیونٹیز کی تخلیق کے لئے جہاں ہیوسٹن کے تمام باسی رہ سکے اور ترقی کر سکے، فیڈرل، ریاستی اور مقامی فنڈز سے سالانہ 200 ملین ڈالر خرچ کرتی ہے۔

HCDD کی خدمات چار اہم زمرہ جات میں تقسیم کی گئ ہیں:

- سستے گھر: ملٹی فیملی اور سنگل فیملی
- معاون خدمات: بے گھر، بزرگ اور خاص ضروریات رکھنے والی آبادی
- انفراسٹرکچر/پڑوسیوں کے خدمات: سہولیات، قانون کا نفاذ اور لیڈ (سیسہ) کا خاتمہ
- اقتصادی ترقی

ہمارے پروگراموں میں سے کسی ایک سے متعلق ہدایات حاصل کرنے کے لئے، 832-394-6200 پر ہاؤسنگ کال سینٹر پر رابطہ کریں۔

ترجمہ کے ساتھ تعاون کے لئے، HCDD سے 3-1-1 پر رابطہ کریں۔

گھر خریدنے کا معاونتی پروگرام (Homebuyer Assistance Program) اہلیت رکھنے والے نئے اور موجودہ مکان کے خریداروں کو ادائیگی میں مدد اور اختتامی قیمت ادائیگی میں امداد فراہم کرتا ہے۔ ضروری ہے کہ مکان کا خریدار مورٹگیج کے لئے اہل ہو۔

فیر ہاؤسنگ آفس ایسے رہائشیوں کی مدد کرتا ہے جنہیں لگا ہو کہ ایک اپارٹمنٹ کے کرایہ لینے میں یا گھر کی خریداری میں، انہیں نسل، رنگ، مذہب، قومیت، جنس، خاندان کی حیثیت یا معذوری کی بنیاد پر امتیاز کا تجربہ ہوا ہو۔ یہ دفتر کرایہ دار کے حقوق کے بارے میں عام سوالات کا جواب بھی دے سکتا ہے۔

HCDD روزگار کی تخلیق اور اسے برقرار رکھنے کی حوصلہ افزائی کے لئے چھوٹے کاروبار کو قرضہ دینے میں مدد سے لیکر کاروباری امدادی پروگراموں تک اقتصادی ترقی کی کئی سرگرمیوں کو سپانسر کرتی ہے۔

گھر کی مرمت کا پروگرام (Home Repair Program) کم اور درمیانے درجے کی آمدنی والے گھریلو مالکان کے ساتھ ضروری چیزوں کی مرمت میں مدد کرتا ہے جو انکی صحت، زندگی اور حفاظت کو خطرے میں ڈالتا ہو۔ نیو ہوم ڈویلپمنٹ پروگرام (New Home Development Program) کم اور درمیانے آمدنی والے گھریلو مالکان کے لئے نئے سستی سنگل فیملی گھروں کی تعمیر کرتی ہے۔

پبلک سروسز ڈویژن (Public Services Division) کئی غیر منافع بخش تنظیموں کو مالی امداد فراہم کرتا ہے جو بے گھر، بزرگ، نوجوانوں، معذوروں اور دیگر خاص ضروریات کی آبادی کو رہائش اور معاونتی خدمات فراہم کرتی ہیں۔ ایجنسیوں کو سالانہ یا باہمی بنیاد پر پروپوزل کی گذارش کے ذریعے منتخب کیا جاتا ہے۔

ملٹی ہاؤسنگ پروگرام (Multifamily Housing Program) ملٹی فیملی ہاؤسنگ کمیونٹیز کی نئی تعمیر اور بحالی کا انتظام کرتی ہے۔ ایسی جائیدادیں نجی ملکیت ہوتے ہیں لیکن ان پر لازم ہوتا ہے کہ کم سے کم آمدنی والے افراد اور خاندانوں کے لئے سستے ریٹس پر ایک مخصوص تعداد میں یونٹ الگ سے رکھیں۔ منصوبوں کو ٹینڈر کے ذریعے منتخب کیا جاتا ہے۔

ڈویژن برائے عوامی سہولیات (Public Facilities Division) ان حکومتی اور نجی ملکیت کی عوامی تنصیبات کی ترقی اور / یا بحالی کے لئے فنڈز کا انتظام کرتی ہے جو کم آمدنی اور خصوصی ضروریات والی آبادی کی خدمت کرتی ہیں۔ تنصیبات کو ٹینڈر کے ذریعے منتخب کیا جاتا ہے۔

THÀNH PHỐ HOUSTON

SỞ GIA CƯ VÀ PHÁT TRIỂN CỘNG ĐỒNG

Tom McCasland, Giám Đốc

Sở Gia Cư và Phát Triển Cộng Đồng (HCDD) Thành Phố Houston quản lý lãnh đạo và cấp ngân quỹ để cung cấp gia cư giá phải chăng và tái thiết các khu phố ở Houston. Từ việc đầu tư vào các khu công viên trong khu phố, các cộng đồng dành cho nhiều hộ gia đình và phát triển kinh tế nhằm trợ giúp người mua nhà cũng như đài thọ ngân quỹ phục vụ cộng đồng người vô gia cư, người cao niên và người khuyết tật, sở cố gắng cải thiện phẩm chất cuộc sống cho các khu phố và gia đình ở Houston. Mỗi năm, HCDD chi khoảng 200 triệu Mỹ kim ngân quỹ liên bang, tiểu bang và địa phương để xây các cộng đồng toàn diện nơi mọi người dân Houston có thể sinh sống và phát triển.

Các dịch vụ của HCDD được chia theo bốn hạng mục chính:

- Gia Cư Giá Phải Chăng: Gia Cư dành cho Nhiều Hộ Gia Đình và Hộ Gia Đình Đơn Lẻ
- Các Dịch Vụ Trợ Giúp: Cộng Đồng Người Vô Gia Cư, Người Cao Niên và Những Người Có Nhu Cầu Đặc Biệt
- Cơ Sở Hạ Tầng/Các Dịch Vụ Khu Phố: Cơ Sở Vật Chất, Thi Hành Luật và Giảm Chất Chì
- Phát Triển Kinh Tế

Để được chuyển tới gặp một trong các chương trình của chúng tôi, vui lòng liên lạc **Trung Tâm Liên Lạc Qua Điện Thoại về Gia Cư (Housing Call Center)** tại số **832-394-6200**
Nếu cần trợ giúp về thông dịch, liên lạc với HCDD tại số **3-1-1**

Chương Trình Trợ Giúp Người Mua Nhà cung cấp trợ cấp tiền trả trước (down payment) và trợ cấp chi phí làm thủ tục chuyển nhượng quyền sở hữu (closing cost) cho những người mua nhà hội đủ điều kiện, hiện đang mua nhà mới hoặc nhà đã sử dụng. Người mua nhà phải hội đủ điều kiện vay thế chấp mua nhà.

Văn Phòng Gia Cư Công Bằng trợ giúp những cư dân tin rằng khi thuê một căn hộ hay mua một ngôi nhà, họ bị phân biệt đối xử vì lý do sắc tộc, màu da, tôn giáo, nguồn gốc quốc gia, giới tính, diện có gia đình hoặc tình trạng khuyết tật. Văn phòng cũng có thể giải đáp các thắc mắc thông thường về quyền của người thuê nhà.

HCDD tài trợ nhiều hoạt động **Phát Triển Kinh Tế** từ cho tiểu thương nghiệp vay vốn cho đến các chương trình trợ giúp kinh doanh nhằm khuyến khích tạo và giữ công ăn việc làm.

Chương Trình Sửa Chữa Gia Cư trợ giúp các chủ sở hữu nhà có thu nhập từ thấp đến trung bình cần sửa chữa các tình trạng trong nhà đe dọa đến sức khỏe, tính mạng, và sự an toàn của họ. **Chương Trình Xây Gia Cư Mới** xây các căn nhà mới dành cho hộ gia đình đơn lẻ giá phải chăng cho những người mua nhà có thu nhập từ thấp đến trung bình.

Phân Ban Công Chánh cấp quỹ cho nhiêu tổ chức bất vụ lợi hội đủ điều kiện, cung cấp các dịch vụ gia cư và trợ giúp cho người vô gia cư, người cao niên, thanh thiếu niên, người khuyết tật, và các đối tượng khác có nhu cầu đặc biệt. Các cơ quan được tuyển chọn thông qua quy trình mời thầu hàng năm hoặc hai năm một lần.

Chương Trình Gia Cư dành cho Nhiều Hộ Gia Đình (Chung Cư) quản lý các công trình xây mới và tu bổ các khu nhà dành cho nhiều hộ gia đình. Các khu nhà này thuộc sở hữu tư nhân, tuy nhiên cần phải dành riêng một số căn hộ nhất định với mức giá phải chăng cho các cá nhân và gia đình có thu nhập thấp. Các dự án được tuyển chọn thông qua quy trình gọi thầu.

Phân Ban Cơ Sở Vật Chất Công Cộng quản lý ngân quỹ dành cho việc xây và/hoặc tu bổ các cơ sở vật chất cộng cộng thuộc sở hữu của chính phủ và tư nhân, phục vụ đối tượng dân số thu nhập thấp và có nhu cầu đặc biệt. Các cơ sở được tuyển chọn thông qua quy trình gọi thầu công khai.

*Appendix # **10: Citizen Participation** Plan*

CITY OF HOUSTON

CITIZEN PARTICIPATION PLAN

FOR THE

CONSOLIDATED PLAN

Previous Amendment: June 2017
Approved: May 2020

2100 Travis Street, 9th Floor

Houston, TX 77002

832.394.6200

Web: www.houstontx.gov/housing

A. Introduction

The Citizen Participation Plan (CPP) has been prepared and implemented pursuant to federal regulations (U. S. Department of Housing and Urban Development (HUD) Regulations 24 CFR Part 91.105) and the City of Houston's desire to encourage and support public participation in the development of the documents related to the consolidated planning process.

The purpose of the CPP is to establish a viable means by which residents of the City of Houston (City), public agencies, and other interested parties can actively participate in the development of documents related to the consolidated planning process including

- The Consolidated Plan
- The Annual Action Plan
- The Assessment of Fair Housing (AFH) and its revisions
- Amendments to Consolidated Plan or Annual Action Plan(s)
- The Consolidated Annual Performance and Evaluation Report (CAPER)
- Amendments to the CPP

The actions described in the CPP relate to the planning and expenditure of funds provided to the City by the HUD Office of Community Planning and Development (CPD). CPD entitlement funds received by the City include the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), Emergency Solutions Grant (ESG), Housing Opportunities for Persons with AIDS (HOPWA), Economic Development Initiative (EDI), Section 108 Loan Guarantee Program, and other grants, as may be added by law.

B. Encouragement of Citizen Participation

The City of Houston strives to encourage and facilitate the participation of its residents in the development of priorities, strategies, and funding allocations related to the consolidated planning process. The City will emphasize the involvement of low- and moderate-income persons, especially those living in slum and blighted areas, areas designated as a revitalization area, areas where the funds are proposed to be used, and low- and moderate-income neighborhoods where 51% of the residents are at or below 80% of the area median income (AMI).

The City encourages the participation of local and regional institutions, the Continuum of Care, and other organizations (including businesses, developers, nonprofit organizations, philanthropic organizations, and community/faith-based organizations) in the process of developing and implementing the documents related to the consolidated planning process. Also, the City will encourage participation from broadband internet service providers, organizations engaged in narrowing the digital divide, agencies who manage flood prone areas, public land or water resources, and emergency management agencies.

To encourage citizen participation that emphasizes the involvement of low- and moderate-income residents, the City will continue to work with public housing authorities, neighborhood groups, and other organizations representing the City's low- and moderate-income areas and residents.

The CPP ensures that all parties, including residents, non-profit organizations, and other interested organizations, are afforded adequate opportunity to review and comment on plans, programs, activities, and reports covering the City's federally funded housing and community development programs. This includes minority populations, people with limited English proficiency, and persons with disabilities.

The City may alter some requirements listed in this CPP based on waivers or suspensions provided by HUD, typically in response to disasters or other emergencies. For example, the City may shorten a public comment period of a consolidated planning document to more quickly respond to a disaster or emergency with HUD approval.

C. Consolidated Planning Activities

1. Consolidated Plan and Annual Action Plan

Every five years, the City of Houston develops a Consolidated Plan, as required by HUD, detailing how the City plans to invest its resources to meet Houston's ongoing affordable housing, community development, economic development, and public service needs over the next five years. The Consolidated Plan is a strategic plan and is developed using a collaborative community engagement process that results in a shared strategic vision for how resources are allocated to meet needs.

The Annual Action Plan outlines the community's needs, budget priorities, local and federal resources, and proposed activities for the upcoming year. Public hearings and draft documents are necessities in the citizen participation process.

a. Public Hearings

Public hearings will be held at key stages of the consolidated planning process to obtain public input and response regarding community needs, proposed use of funds, proposed strategies and actions for affirmatively furthering fair housing consistent with the Assessment of Fair Housing (AFH), and program performance.

Pursuant to HUD regulations, the City will conduct a minimum of two (2) public hearings held at different planning stages within the program year prior to submission of the Consolidated Plan and/or Annual Action Plan to allow for resident participation in the development process. At least one (1) of these hearings will be held during the development of the Consolidated Plan and/or Annual Action Plan, before the proposed plan is published for comment.

b. Draft Plan(s)

Before the Consolidated Plan and/or Annual Action Plan is adopted by the City Council and submitted to HUD (i.e., mid-May), the City will make the plan(s) available to citizens, public agencies, and other interested parties for review and will also establish the means to submit comments. Information made accessible to the public will include the amount of grant funds the City expects to receive (including program income), the range of activities to be undertaken, and the anticipated number of low- and moderate-income persons to benefit from funded activities.

The City will publish its Draft Consolidated Plan and/or Annual Action Plan for no less than thirty (30) days so that all affected residents will have sufficient opportunity to review and comment on the draft plan(s). A summary describing the contents and purpose of the Consolidated Plan and/or Annual Action Plan will be published in one or more newspapers of general circulation. As feasible, the summary will be available in English, Spanish, and other languages.

The notice will detail locations where the entire draft plan(s) will be made available for review. Locations may include

- Housing and Community Development Department – 2100 Travis Street, 9th Floor
- City of Houston's Housing and Community Development Department Website – www.houstontx.gov/housing
- City of Houston Main Public Library – 500 McKinney Street

A reasonable number of free copies will be available at the City of Houston, Housing and Community Development Department (2100 Travis Street, 9th Floor), upon request.

The City will consider any comments or views of residents of the community received in writing, or orally at the public hearings, in preparing the final Consolidated Plan and/or Annual Action Plan. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, shall be attached to the final Consolidated Plan and/or Annual Action Plan.

2. Amendments to the Consolidated Plan and Annual Action Plan

For the purpose of the CPP, amendments to the Consolidated Plan and Annual Action Plan are divided into two categories: Substantial Amendments and Minor Amendments.

a. Substantial Amendments

Occasionally, it may be necessary for the City to process a Substantial Amendment to the Consolidated Plan or an Annual Action Plan to allow for new activities, modification of existing activities, or other program changes.

Substantial Amendments are subject to the citizen participation process and require formal action by the City Council and submission to HUD by the end of the program year. Unless waived[1], the City announces Substantial Amendments to the public by publishing a public notice in one or more newspapers of general circulation for a period of thirty (30) days in order to provide the opportunity for the public to review and comment on the proposed Substantial Amendments. The notice will be available in English and may also be available in Spanish and other languages, as feasible**.** The City will consider all written or oral comments or views received from the public concerning proposed substantial amendments in accordance with 24 CFR 91.105(c)(3). A summary of these comments and views, including comments or views not accepted and the reason why, shall be attached to the substantial amendment.

[1] In 2020, HUD issued guidance providing for the waiver of the 30-day public comment period, allowing for a public comment period of no less than 5 days for substantial amendments to relevant plans, in response to COVID-19, including: CDBG; HOME and HOME-Assisted TRBA; and HOPWA and ESG.

When using funds from any program covered by the consolidated plan process (except for EDI as discussed in a later section), the following criteria will be used by the City for determining what constitutes a Substantial Amendment to its approved Consolidated Plan and/or Annual Action Plan.

1. Adding a new activity[2] not previously described in the Consolidated Plan or Annual Action Plan
2. Deleting an activity previously described in the Consolidated Plan or Annual Action Plan
3. Changing the purpose, scope, location, or beneficiaries of an activity or previously described in the Consolidated Plan or Annual Action Plan
4. Changing allocation priorities or changing the method of the distribution of funds
5. Changing an activity ***total dollar amount*** *allocated* or budgeted by more than 25 percent from the amount previously described in an Annual Action Plan or its most recent Substantial Amendment

b. Minor Amendments

Minor Amendments (Administrative Transfers) represent any action that changes an activity budget in an Annual Action Plan by less than twenty-five percent (25%). These require the signature of the City's HCDD Director, or designated representative, but do not require public notice or City Council approval.

3. Assessment of Fair Housing (AFH)

The AFH is an analysis of local fair housing landscape and sets locally determined fair housing priorities and goals. The AFH contains

- An analysis of fair housing data
- An assessment of fair housing issues which are local conditions that restrict fair housing choice or access to opportunity
- An assessment of the contributing factors that create, contribute to perpetuate, or increase the severity of one or more fair housing issues
- An identification of fair housing priorities and goals

The AFH is conducted and submitted to HUD using the HUD designated Assessment Tool and replaces the Analysis of Impediments to Fair Housing Choice beginning in program year 2020.

a. Data and Information

As soon as feasible after the start of the public participation process, the City will make the HUD-provided data and other information used in the development of the AFH available to residents, public agencies, and other interested parties. A summary of data and information that is planned to be incorporated into the AFH, or links to the data and information, will be available through HCDD's website.

[2] Activity: The first level of HUD categories of activities at 24 CFR 570.201-206 and listed on the Annual Action Plan budget page that accompanies the SF-424 Form, i.e. public services, public facilities and improvements, etc.

b. Public Hearing
At least one public hearing will be held to obtain the views of residents on AFH-related data and affirmatively furthering fair housing in the City's housing and community development programs. This public hearing will be held before the Draft AFH is published for comment.

c. Draft AFH
Before the AFH is submitted to HUD, the City will make a Draft AFH available to citizens, public agencies, and other interested parties for review and will also establish the means to submit comments.

The City will publish its Draft AFH for no less than thirty (30) days to provide residents with sufficient opportunity to review and comment on the Draft AFH. A summary describing the contents and purpose of the AFH will be published in one or more newspapers of general circulation. The summary will be available in English and may also be available in Spanish and other languages, as feasible**.**

The notice will detail locations where the entire Draft AFH will be made available for review. Locations will include

- Housing and Community Development Department – 2100 Travis Street, 9th Floor
- City of Houston's Housing and Community Development Department Website – www.houstontx.gov/housing
- City of Houston Main Public Library – 500 McKinney Street

A reasonable number of free copies will be available at the City of Houston, Housing and Community Development Department (601 Sawyer, 4th floor), upon request.

The City will consider any comments or views of residents of the community received in writing, or orally at the public hearings, in preparing the final AFH. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, shall be attached to the final AFH.

d. Revisions to AFH
A HUD accepted AFH must be revised and submitted to HUD for review when

1. A material change occurs. A material change is one that both a) impacts the circumstances in the City which may include natural disasters, significant demographic changes, new significant contributing factors, and civil rights findings and b) causes alterations to the AFH's analyses, contributing factors, priorities, and/or goals.
2. The City receives a written notification from HUD specifying a material change.

4. Consolidated Annual Performance Evaluation Report (CAPER)

The City is required to submit a CAPER for its CPD programs to HUD no later than 90 days from the end of a program year. The CAPER describes how funds were spent and the extent to which these funds were used for activities that benefitted low- and moderate-income people.

To allow the public to comment on the performance report, the City of Houston will publish notice in one or more newspapers of general circulation that its Draft CAPER is available for

review. The notice will be available in English and may also be available in Spanish and other languages, as feasible**.** The notice will detail locations where the entire Draft CAPER will be made available for review. Locations will include

- Housing and Community Development Department – 2100 Travis Street, 9th Floor
- City of Houston's Housing and Community Development Department Website – www.houstontx.gov/housing
- City of Houston Main Public Library – 500 McKinney Street

The public will have at least fifteen (15) days to comment on the Draft CAPER. All comments and views received during the comment period will be considered and shall be included in the performance report.

5. Citizen Participation Plan (CPP)

When changes to the CPP are necessary, the City will publish notice in one or more newspapers of general circulation that the amended CPP is available to review so that the public will have sufficient opportunity to review and comment on the updates. There will be a thirty (30) day public comment period prior to the adoption of the amended CPP. This reasonable notice, opportunity to comment, and comment period will be followed unless subject to HUD waivers or suspensions.[3]
Upon request, the CPP can be made available in a format accessible to persons with disabilities.

D. Meetings and Public Hearings Schedule

The City of Houston's program/fiscal year begins July 1 and ends June 30.

October/November/December – First Public Hearing on Consolidated Plan and/or Annual Action Plan is held during plan development (performance review and citizens express their needs regarding priority housing and non-housing community development needs and affirmatively furthering fair housing).

March – Draft Consolidated Plan and/or Annual Action Plan is made available to the public for a review period of no less than thirty (30).

March/April – Second Public Hearing on Consolidated Plan and/or Annual Action Plan is held (citizens express agreement or concern(s) on draft plan(s) and proposed use of funds).

April/May – Consolidated Plan and/or Annual Action Plan is submitted to HUD.

[3] This CPP is updated and adopted as part of the City's consolidated planning documents and therefore, may be subject to other relevant HUD suspensions or waivers, including: "5-day period can run concurrently for comments on the action plan amendment and amended citizen participation plans": https://files.hudexchange.info/resources/documents/CARES-Act-Flexibilities-CDBG-Funds-Used-Support-Coronavirus-Response.pdf

September – Draft CAPER is made available to the public, a fifteen (15) day review period is held, and the CAPER is submitted to HUD.

E. General Requirements

1. Public Hearings and Public Meetings

During the consolidated planning process, HCDD may hold both public hearings and public meetings. The location of the public hearings are intended to be convenient to potential and actual beneficiaries and will be held at a central location in the city or in a neighborhood close in proximity to low- and moderate-income residents.

Public hearings and public meetings are held at times and in locations accessible to persons with disabilities, consistent with accessibility and reasonable accommodation requirements. Interpretation for persons with limited English proficiency or persons with hearing impairments will be provided, upon request. HCDD may also provide interpreters, without request, if a public hearing is held where a significant number of non-English speaking residents are expected to participate. Additional accommodations may be made upon advance request.

Public hearings shall be held after a minimum of a fourteen (14) day notice in at least one newspaper of general circulation. Notices will be available in English and may also be available in Spanish and other languages, as feasible**.**

Public hearings and public meeting notices are posted on the bulletin board at City Hall, readily accessible to the general public at least three (3) days (72 hours) prior to the meeting date, in accordance to the Texas Open Meetings Act.

In certain circumstances, including health and safety concerns related to public gatherings, the City may utilize virtual public hearings and meetings to meet HUD requirements.

2. Technical Assistance

The City will provide technical assistance, as requested, to groups representing low- and moderate-income persons that are developing proposals for entitlement funded housing and community development activities in the City of Houston. This technical assistance will be offered any time proposals for the use of entitlement funding are requested.

3. Access to Records

The City of Houston will provide the public with reasonable and timely access to information and records relating to documents related to the consolidated planning process, as well as the proposed, actual, and past use of funds covered by the CPP.

The public will be provided reasonable access to information, subject to local, state, and federal public information laws and laws regarding privacy and obligations of confidentiality. Confidential documents will be set apart from public information, and any requestors of this information will be promptly informed. The public will have access to records for at least five years from the publication date of the requested document.

4. Availability to the Public

Copies of documents related to the consolidated planning process, as described below, will be available to the public

- Adopted Citizen Participation Plan
- Final Consolidated Plans
- Final Annual Action Plans
- Final Substantial Amendments to an Annual Action Plan or Consolidated Plan
- HUD-accepted Assessment of Fair Housing (AFH) and its revisions
- Final Consolidated Annual Performance Reports (CAPER)

Copies of these documents will be available for review at the following locations

- Housing and Community Development Department – 2100 Travis Street, 9th Floor
- City of Houston's Housing and Community Development Department Website – www.houstontx.gov/housing

Additional single copies of these documents may be obtained from the Housing and Community Development Department at no charge. These documents will also be available in a form accessible to persons with disabilities, upon request to the Planning and Grants Management Division at 832.394.6200.

All documents related to the consolidated planning process will be placed on file in the City of Houston, Housing and Community Development Department file room located at 601 Sawyer, Houston, Texas 77007.

5. Language Assistance

Based on HUD guidance, HCDD assesses language needs through a four factor analysis in its *Language Assistance Plan*. Vital documents and notices related to the consolidated planning process will be available in English and may also be available in Spanish and other languages, as feasible**.**

6. Anti-Displacement and Relocation

The City's consolidated planning activities are designed to eliminate or minimize displacement of residents. Program guidelines and limitations are structured so that permanent displacement is unlikely.

Tenants in occupied rental properties are made aware of their rights with respect to displacement and relocation. Property owners are made aware of their rights and responsibilities. Property owners must assume the financial responsibility for the relocation of their tenants.

If displacement will occur due to any planned actions, the City will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, as described in 49 CFR Part 24. If displacement should occur because the dwelling is deemed uninhabitable, it is the City's policy to provide advisory service and, if applicable, make relocation payments in accordance with local, state, and federal law.

F. Citizens' Complaints

Written complaints from the public related to the City's CPP, Consolidated Plan, Annual Action Plans, Substantial Amendments, CAPERs, AFH, or AFH revisions will receive careful consideration and will be answered in writing, or other effective method of communication, within fifteen (15) business days, where practicable.

Written complaints should be sent to

Attn: Planning and Grants Management
City of Houston
Housing and Community Development Department
2100 Travis Street, 9th Floor
Houston, Texas 77002

G. Economic Development Initiative (EDI)/Section 108 Loan Program

It should be noted that the process for amending the EDI/Section 108 grant application differs considerably from that used for the Consolidated Plan, Annual Action Plan, and non-EDI Section 108 programs. First, in accordance with Item 8 of the executed grant agreement between the City of Houston and HUD, the EDI agreement can only be amended with prior written permission of HUD. Second, federal regulations require that a public hearing be held when amending the EDI/Section 108 grant application. For any program amended, verbal and written citizen comments will be summarized and submitted to HUD along with HCDD's response to each. EDI/Section 108 applications and funding are subject to all CPP requirements applicable to the consolidated planning process where they are the same and as specifically required under 24 CFR §570.704.

CITY OF HOUSTON

HOUSING AND COMMUNITY DEVELOPMENT

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