

District of Columbia

FY 2012 Annual Action Plan

October 1, 2011 to September 30, 2012



Vincent C. Gray, Mayor

Victor Hoskins, Deputy Mayor
Planning and Economic Development

Robert L. Trent, Interim Director
Department of Housing and Community Development



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ABBREVIATIONS

ADAP	AIDS Drug Assistance Program
ADDI	American Dream Down-payment Initiative
AFFH	Affirmatively Furthering Fair Housing
AFHMP	Affirmative Fair Housing Marketing Plan
AI	Analysis of Impediments (to Fair Housing Choice)
AMI	Area Median Income
ARRA	America Recovery and Reinvestment Act
CAPER	Consolidated Annual Performance Evaluation Report
CBDO	Community-Based Development Organization
CBO	Community-Based Organization
CDBG	Community Development Block Grant
CDC	Centers for Disease Control
CHDO	Community Housing Development Organization
CIP	Capital Improvement Program
CoC	Continuum of Care
CPP	Citizen Participation Plan
DCHA	D.C. Housing Authority
DCRA	Department of Consumer and Regulatory Affairs
DFD	Development Finance Division (DHCD)
DHCD	Department of Housing and Community Development
DHS	Department of Human Services
DMH	Department of Mental Health
DMPED	Deputy Mayor for Planning and Economic Development
DOES	Department of Employment Services
DOH	Department of Health
DSLBD	Department of Small and Local Business Development
EAHP	Employer Assisted Housing Program
EMSA	Eligible Metropolitan Statistical Area
ERAP	Emergency Rental Assistance Program
ESG	Emergency Shelter Grant
FHIP	Fair Housing Initiative Program
FRPAP	First Right Purchase Assistance Program
FY2011	Fiscal Year 2011
HAHSTA	HIV/AIDS, Hepatitis, STD, and Tuberculosis Administration
HAP	Homebuyer Assistance Program
HCVP	Housing Choice Voucher Program
HDS	Housing Development Software
HoDIF	Home Ownership Developers Incentive Fund
HoFEDD	Housing Finance for the Elderly, Dependent, and Disabled
HOME	HOME Investment Partnerships Program
HOPWA	Housing Opportunities for Persons with AIDS
HPAP	Home Purchase Assistance Program
HPRP	Homelessness Prevention and Rapid Re-Housing Program
HPTF	Housing Production Trust Fund
HQS	Housing Quality Standards
HRC	Housing Resource Center (DHCD)
HUD	U.S. Department of Housing and Urban Development
ICH	Interagency Council on Homelessness
IDIS	Integrated Disbursement and Information System
IZ	Inclusionary Zoning



LAA	Language Access Act of 2004 (District of Columbia)
LAHDO	Land Acquisition and Housing Development Organization
LBP	Lead-Based Paint
LEDC	Latino Economic Development Corporation
LIHTC	Low-Income Housing Tax Credit
LISC	Local Initiatives Support Corporation
LSDBE	Local, Small, and Disadvantaged Business Enterprise
LSW	Lead Safe Washington
MFI	Median Family Income
MOU	Memorandum of Understanding
NCRC	National Capitol Revitalization Corporation
NIF	Neighborhood Investment Fund
NOFA	Notice of Funding Availability
NRSAs	Neighborhood Revitalization Strategy Areas
OPM	Office of Program Monitoring (DHCD)
PADD	Property Acquisition and Disposition Division (DHCD)
P.A.R.T.	Pre-Apprenticeship Readiness Training
QAP	Qualified Allocation Plan
RAD	Rental Accommodations Division
RCS	Residential and Community Services Division (DHCD)
RFA	Request for Applications
RFP	Request for Proposals
SAFI	Site Acquisition Funding Initiative
SFRRP	Single Family Residential Rehabilitation Program
TBRA	Tenant Based Rental Assistance
TPTAP	Tenant Purchase Technical Assistance Program
URA	Uniform Relocation Act
WASA	Waster and Sewer Authority
WIC	Workforce Investment Council



APPLICATION FOR FEDERAL ASSISTANCE (SF 424)

Application for Federal Assistance SF-424		Version 02
*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s) *Other (Specify) _____
3. Date Received: August 15, 2011	4. Applicant Identifier: 53-6001131	
5a. Federal Entity Identifier:		*5b. Federal Award Identifier:
State Use Only:		
6. Date Received by State:	7. State Application Identifier:	
8. APPLICANT INFORMATION:		
*a. Legal Name: District of Columbia		
*b. Employer/Taxpayer Identification Number (EIN/TIN): 53-6001131		*c. Organizational DUNS: 001367031
d. Address:		
*Street 1:	1800 Martin Luther King Jr. Ave., SE	
Street 2:	Suite 300	
*City:	Washington	
*State:	D.C.	
*Country:	_____	
*Zip / Postal Code	20020	
e. Organizational Unit:		
Department Name: Department of Housing & Community Development		Division Name: Office of the Director
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Mr.	*First Name: Alan	
Middle Name: R.	_____	
*Last Name: Bray	_____	
Title:	Resource Management Specialist	
Organizational Affiliation:	Employee	

*Telephone Number: 202-442-7273	Fax Number: 202-442-9280
*Email: Alan.Bray@dc.gov	
*9. Type of Applicant 1: Select Applicant Type: D. Special District Government	
*Other (Specify)	
*10 Name of Federal Agency: U. S. Department of Housing & Urban Development	
11. Catalog of Federal Domestic Assistance Number:	
FDAN:	CFDA Title:
<u>14-218</u>	<u>Community Development Block Grant (CDBG)</u>
<u>14-239</u>	<u>HOME Investment Partnership Act Grant (HOME)</u>
<u>14-231</u>	<u>Emergency Shelter Grant (ESG)</u>
<u>14-241</u>	<u>Housing Opportunities for Persons with AIDS (HOPWA)</u>
*12 Funding Opportunity Number: _____	
*Title: _____	
13. Competition Identification Number: _____	
Title: _____	
14. Areas Affected by Project (Cities, Counties, States, etc.): District of Columbia	
*15. Descriptive Title of Applicant's Project:	
16. Congressional Districts Of:	
*a. Applicant: District of Columbia	*b. Program/Project: DC - all
17. Proposed Project:	
*a. Start Date: 10/01/2011	*b. End Date: 09/30/2012



18. Estimated Funding (\$):						
	CDBG	HOME	ESG	HOPWA	Economic Stimulus	LOCAL
*a. Federal	\$18,000,000	\$9,000,000	\$825,000	\$14,000,000	0	0
*b. Applicant	0	0	0	0	0	0
*c. State	0	0	0	0	0	0
*d. Local	0	0	0	0	0	\$47,461,548
*e. Other(Fund balance)	1,058,404	2,566,232	796,759	0	\$52,073,139	14,000,000
*f. Program Income	8,000,000	1,000,000	0	0	0	3,072,295
*g. TOTAL	\$27,058,404	\$12,566,232	\$1,621,759	\$14,000,000	\$52,073,139	\$64,533,843

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

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

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

- Yes
- No

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

** I AGREE

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

Authorized Representative:

Prefix: Mr. *First Name: Robert
 Middle Name: L.
 *Last Name: Trent

*Title: **Interim Director**

*Telephone Number: **202-442-7200** Fax Number: **202-442-7078**

* Email: **Robert.Trent@dc.gov**

*Signature of Authorized Representative: _____ *Date Signed: _____

Chapter One: General Information

Executive Summary

Fiscal Year 2012 (FY2012) will mark the second year of the District of Columbia’s new Consolidated Plan. The Five Year Consolidated Plan Fiscal Year 2011 – 2015 includes specific objectives and priorities regarding how the District seeks to provide activities during the five-year period that promote a suitable living environment, decent housing and economic development. These objectives and priorities, designed to assist persons of low- and moderate-income, are carried out on a yearly basis through five Annual Action Plans, and they include:

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

The Annual Action Plan is designed to guide housing, community development, homeless, and special population activities within the District of Columbia through the year 2012. The Action Plan is a collaborative process whereby a community establishes a unified vision for housing and community development during FY2012. Citizens, public agencies, and other interested parties, including those most affected, are provided opportunities to participate in every aspect of the consolidated planning process, e.g. identifying needs, setting priorities, recommending programs, developing proposals, and reviewing program accomplishments. The Department of Housing and Community Development (DHCD) is the District’s agency responsible for preparing the Consolidated Annual Action Plan.

The FY2012 Action Plan is not only an application to the U.S. Department of Housing and Urban Development (HUD) for federal fiscal year 2011 funding; it is also a statement of the strategic activities that DHCD, as the District’s designated program administrator, intends to undertake during FY2012 to implement the strategic goals set forth in the Five Year Consolidated Plan. The District will receive direct federal funding of over \$41 million from HUD for the Community Development Block Grant, (CDBG), HOME Investment Partnerships (HOME) program, Housing Opportunities for Persons with AIDS (HOPWA), and Emergency Shelter Grant (ESG) program.

Fiscal Year 2012 Federal Entitlement Grant Allocations

Community Development Block Grant (CDBG) Allocation	\$18,000,000
HOME Investment Partnerships (HOME) Allocation	9,000,000
Emergency Shelter Grant (ESG) Allocation	825,000
Housing Opportunities for Persons with AIDS (HOPWA) Allocation	<u>14,000,000</u>
Total:	\$41,825,000

The greatest single source of federal funding for DHCD’s program and projects to be undertaken in FY2012 is CDBG. CDBG funding total, including the award allocation, anticipated program income, and FY2011 fund balance, is \$27,058,404.

Several projects will be funded through the use of HOME funds and anticipated program income, in the amount of \$12,566,232. Fourteen percent of the HOME funds are to be used for DHCD’s “Home Purchase Assistance Program (HPAP)”, which provides home purchase assistance to qualified households. Shelter programs and certain homelessness prevention activities will be funded through the ESG program, with an allocation and fund balance of \$1,621,759, and administered through the D.C. Department of Human Services. Lastly, the HOPWA program has an allocation of \$14,000,000, and the regional HOPWA

allocation is administered through and monitored by the D.C. Department of Health, HIV/AIDS, Hepatitis, STD, and Tuberculosis Administration (HAHSTA).

The Department's funding will be used to accomplish numerous housing and community development activities, including, but not limited to, providing housing counseling to approximately 15,000 residents, assisting 450 residents in becoming homeowners, providing 50 businesses with storefront façade improvements, and preserving or creating more than 900 units of affordable housing for low-to-moderate income residents.

Evaluation of Past Performance

During the past five years, DHCD subsidized thousands of units of affordable housing, homebuyer education and outreach, expanded homeownership opportunities to the District's increasingly diverse populations, and contributed to economic and community revitalization.

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

DHCD increased the supply of affordable housing through funds provided for multi-family rehabilitation and/or for pre-development loans for new multi-family and single-family construction projects. DHCD also provided housing counseling to tenants, home buyers and new homeowners to increase access to affordable housing. Emergency Shelter Grant (ESG) funds provided emergency assistance to prevent households from becoming homeless and to provide shelter for families.

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

General Questions

Geographic Priority Areas

Through our city-wide citizen participation process, DHCD identified several areas for targeted investment. (Appendix D) These areas will remain a priority for DHCD through 2012.¹ The rationale for prioritizing investment in these areas is that these areas meet the characteristics of the priority areas outlined in the District's FY 2011-2015 Consolidated Plan.

The targeting of investment to these areas is anticipated to result in an increase in affordable housing opportunities for households that have experienced the pressure of rising housing costs. It also will leverage private investment to ensure that neighborhood-serving commercial opportunities and community facilities/services are created and maintained. DHCD will also support Administration initiatives to revitalize "New Communities" and to restore commercial corridors in the "Great Streets" program.

¹ For the purposes of describing its investments and activities, DHCD cannot identify the exact location of activities to be undertaken, but specifies the target area (in compliance with HUD guidelines); DHCD will not have made its development awards for FY2012 funding prior to the first quarter of the fiscal year.

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

In FY2012 DMPED will continue to promote the revitalization of District neighborhoods in order to create job opportunities, affordable housing, and vibrant and safe places to live and work and to improve the general quality of life of District residents. DMPED will continue to carry out activities to support the development and disposition of properties previously acquired with public funds (largely through the former urban renewal program), with the CDBG Program Income, the Great Streets Initiative projects, New Communities initiatives, Housing Production Trust Fund (New Communities) projects, and Neighborhood Investment Funds in targeted areas of the District.

Basis for Allocation of Funding

As in the past, DHCD will continue to allocate its funding to address the demographic changes and needs identified in the Censuses, in the Mayor’s development priorities, and through DHCD’s Needs Assessment Hearings and the concerns voiced by the community. DHCD’s basis for allocation of resources is prioritized among specific target areas based on a four-tier system:

TIER ONE

Tier One focuses on projects that are currently in DHCD’s pipeline and that tie into a regional vision of sustainability. These resources are meant to supplement DHCD’s mission of creating complete neighborhoods and a more sustainable city. These resources will be focused primarily in Wards 5, 7, and 8, where development momentum has been or is being established, but where further investment is needed. The resources will extend throughout Ward 5 where focus will be on finishing development and continuing preservation, specifically in the Trinidad/Ivy City. In Wards 7 and 8, the resources will be distributed throughout specific corridors adjacent to Prince George’s County, MD, where unemployment is high and resources are needed, specifically the Benning Road, Deanwood, Minnesota Avenue, Pennsylvania Avenue and Historic Anacostia corridors.

TIER TWO

Tier Two focuses on projects that are of high priority and develop coordination with other District agencies. These resources will be meant to provide finishing assistance to developing areas, continuing preservation and promoting economic viability through a more integrated approach. This tier will include working with the Deputy Mayors Office for Planning and Economic Development (DMPED) to finish the development of the Georgia Avenue corridor and specific area locations where development has been established, including Park Morton and the Bruce School. This tier will also prioritize resources in the Walter Reed development corridor and work with the Office of Planning (OP) in developing the St. Elizabeth’s corridor.

TIER THREE

Tier Three focuses on areas of the city that are in general poverty and in need of development and revitalization. These tier resources will provide assistance to areas of the city that are not consistent with specific developing corridors, but will improve the livability of areas with underserved need.

TIER FOUR

Tier Four focuses on the entire city, to achieve economic integration of subsidized housing by providing mixed-income housing, or by locating affordable housing in neighborhoods that are not poverty impacted, or that are undergoing rapid gentrification. Mixed income housing would focus investment strategies and affordable housing programs to distribute mixed income housing more equitably across the entire city, taking

steps to avoid further concentration of poverty within areas of the city that already have substantial affordable housing.

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

Obstacles to Meeting Underserved Needs

The major obstacle to meeting underserved needs, and all identified needs throughout the Action Plan, is the general lack of funding resources available, not only to DHCD, but to all public and private agencies who serve the needs of low-income and moderate-income residents. The current revenue forecast suggests the District was significantly affected by the national recession, with continued deterioration in local source revenues. However, unlike the rest of the nation, the economic forecasts through 2012 for the District have become slightly more optimistic.

In addition, the District’s entitlement grants have not kept up with inflation and, in many cases, have been reduced, further limiting the funds available to address the needs in the community.

Sources of Funds

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

a. Federal Resources

FY2012 is the thirty-seventh year (CD-37) of the CDBG Program. HUD’s Office of Community Planning and Development provided preliminary notice to DHCD that its FY2012 formula entitlement grant allocations were approximately \$41 million. (DHCD also anticipates an additional \$9 million in program income from these entitlements to be available in FY2012.) DHCD will also have an additional \$52 million in Stimulus funding from HUD carried over for FY2011. The net available federal funds from these entitlement grants for FY2012 are shown in Table 1.

Table 1: FY2012 Federal Funding

	CDBG	HOME	ESG	HOPWA	Economic Stimulus
Allocation	\$18,000,000	\$9,000,000	\$825,000	\$14,000,000	0
Program Income	8,000,000	1,000,000	0	0	0
FY2011 Fund Balance	1,058,404	2,556,232	796,759	0	\$52,073,139
Total federal funds	\$27,058,404	\$12,566,232	\$1,621,759	\$14,000,000	\$52,073,139

DHCD and DMPED will serve as the administrator for the CDBG, HOME, and Economic Stimulus grants. The regional HOPWA allocation is administered through and monitored by the D.C. Department of Health, HIV/AIDS, Hepatitis, STD, and Tuberculosis Administration (HAHSTA). The Department of Human Services will administer the ESG grant allocation. Federal grant funds are distributed through DHCD's, DHS's and HAHSTA's various programs.

b. Program Income

There is a total of \$8 million in program income dollars projected to be collected for the CDBG program and \$1 million is projected to be collected in program income dollars for the HOME program. Program income is derived primarily from repayment of loans provided to citizens to assist in the purchase of homes within the District. Program income received in excess of the budgeted amount is reprogrammed for use with the respective program.

c. 2009 Recovery Act - Economic Stimulus Package

In February of 2009, President Obama signed the America Recovery and Reinvestment Act (ARRA) in an effort to stem a protracted and widespread recession in economic growth. These funds were made available during FY2009 and the utilization of these funds will be reported on as activities occurring in FY2012.

In FY2012, DHCD will use approximately \$52 million dollars of these funds to modernize homes to make them energy efficient, support a broad range of housing and community development projects that are ready to go, and help the families and communities hardest hit by the economic crisis including people who are on the brink of homelessness or have recently become homeless.

d. Section 8

The D. C. Housing Authority (DCHA) receives, administers, and monitors funds for the Section 8 Program, known as the Housing Choice Voucher Program (HCVP). DCHA estimates that its budget for the HCVP program will be \$XXX million, a XX% increase over the FY2011 budget. The Section 8 funds are used to increase affordable housing choices for very low-income households by allowing families to choose privately owned rental housing. The funds are not part of the DHCD budget, but may be used by low-income families to obtain affordable housing in projects funded by DHCD.

e. Low-Income Housing Tax Credits

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

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

Owners of rental housing receiving an allocation of tax credits from the District of Columbia DHCD *after* December 31, 1989 are required to enter into a Restrictive Covenant with the agency. The Restrictive Covenant adds an additional 15 years to the 15-year tax credit compliance period. As mandated by the

Internal Revenue Service, the DHCD is charged with insuring the on-going compliance of Low Income Housing Tax Credit properties in the District of Columbia by conducting monitoring. DHCD meets this requirement by conducting physical inspections of the project’s buildings and tax credit units, as well as review of the tenant files to determine their status with the rules and regulations of the Low Income Housing Tax Credit Program.

The Low Income Housing Tax Credit Program estimated revenue from fees for FY2012 is \$667,350.

f. Local Resources

According to the Mayor’s FY2012 proposed baseline budget, the funds projected from local resources total \$64,533,843. Appropriated and local funds are broken down in Table 2.

Table 2: FY2012 Proposed Local/Other Funds Allocations

	Intra-District / HPTF	Local Appropriation	Loan Repayments	Unified Fund
FY2012 Revenue	\$30,365,747	\$8,945,741	\$3,072,295	\$8,150,060
Fund Balance	14,000,000	0	0	0
Net available funds	\$44,365,747	\$8,945,741	\$3,072,295	\$8,150,060

**Intra – District funds consist mostly of HPTF funds

The Housing Production Trust Fund (HPTF or “Fund”), authorized by the Housing Production Trust Fund Act of 1988 as amended by the Housing Act of 2002, is a local source of money for affordable housing development. Capital for the Housing Production Trust Fund is supplied from the legislated share of DC deed recordation taxes and real estate transfer taxes, currently 15%. The Fund is designed to direct assistance toward the housing needs of the most vulnerable District residents—very low- and extremely low-income renters.

Pending the receipt of feasible project proposals, the statute requires that:

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

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

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

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

g. Private Funds and Leveraging

The grant award criteria for the District’s housing and community development programs require the maximum use of private financial resources. Because DHCD uses its funds to “close the gap” of needed financing for its selected projects, private financing sector generally provides a significant portion of each project’s funds. Banks and savings and loan institutions serve as the primary financing sources of all housing production, rehabilitation, or capital improvements. Many banks have special community lending operations, partly in response to the provisions of the Community Reinvestment Act, which encourages local lenders to invest in affordable housing and other community support projects. Several local banks have been active in supporting nonprofit affordable housing development. The District’s public dollars leverage these private funds. DHCD also works in tandem with non-profit and semi-governmental development organizations to leverage funds for affordable housing and economic opportunity. In addition, the District government and nonprofit developers have actively reached out to capture foundation grants. Many nonprofit organizations seek foundation funding to provide social support services, especially to special needs populations. Among the organizations that are active in this area are the Fannie Mae Foundation, Local Initiatives Support Corporation (LISC), and the Enterprise Foundation.

h. Matching Funds

Three HUD programs require matching funds: HOME, ESG and Lead Hazard Control. Under 24 CFR 92.218 *et. seq.*, the District must provide a matching contribution of local appropriated funds to HOME-funded or other affordable housing projects as a condition of using HOME monies. The District’s FY2012 contribution will not be less than 25 percent of our non-administrative HOME draws.

DHCD meets its HOME obligation through contributions from the Housing Production Trust Fund. Eighty percent of all HPTF funds must benefit households earning up to a true 50 percent of the area median income, which is below the HOME income eligibility maximum; moreover, HPTF-assisted rental projects must be affordable for 40 years, which exceeds the HOME affordability period requirement. In FY2012, the Department’s HPTF budget is \$44,365,747. As the Department incurs HOME match-eligible expenses, it will ensure that adequate funding is provided for the matching contribution.

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

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

i. Capital Dollars

The District Capital Improvement Program (“Capital”) funds various modernization, acquisition and improvement efforts. The Department of Housing and Community Development receives an annual allocation of Capital funds for activities in the Property Acquisition and Disposition Division. In FY2012, no capital dollars have been allocated to support these activities. These activities consist of acquisition, assemblage, site preparations, and demolition and stabilization of property to promote housing, affordable housing, and economic development opportunities. Projects for acquisition are identified in areas where the



District can make an investment to enhance and compliment development opportunities or projects being undertaken by the private or non-profit sectors, as well neighborhoods with substantial concentrations of vacant and abandoned property. Once the property is owned by the District, Capital funds pay for costs related to the rehabilitation and the stabilization of the real property.

In 2009, DHCD relocated to a new headquarters building in historic Anacostia, combining all of its divisions under one roof and featuring a new Housing Resource Center on the street level. The vision of the new resource center is to offer the public a one-stop shop for information and services on all DHCD programs, although DHCD's divisions do not share a common IT system for linking customers to similar programs and services across the Department.

In FY2012, DMPED will expend approximately \$XXX of DMPED capital funds for New Communities initiatives, which will assist in continuing the redevelopment of older public housing development into revitalized communities for current and future residents; approximately \$XXX will fund human capital efforts within the four identified communities. In addition to the capital and human capital expenditures, the New Communities Initiative will invest nearly \$XXX in Housing Production Trust Fund bond proceeds in 'replacement housing' mixed-income projects that serve the redevelopment of the four identified New Communities neighborhoods. In addition, \$XXX will be received in NIF funding for eligible projects in FY2012. The Neighborhood Investment Fund is an annual, non-lapsing fund to finance economic development and neighborhood revitalization in 12 targeted areas of the District.

Managing the Process

Lead Agency

The District of Columbia Department of Housing and Community Development (DHCD) is the lead agency for overseeing the development of the District's FY2012 Action Plan. DHCD will also administer the majority of program covered by this plan. Other major public and private agencies responsible for administering programs covered by the plan include the District Department of Health's HIV/AIDS, Hepatitis, STD, and TB Administration (HOPWA funded activities); the District of Columbia Housing Authority (public housing facilities and services); the Department of Human Services in partnership with the Community Partnership for the Prevention of Homelessness (ESG funded programs and other homeless facilities and services); the District Department of the Environment (lead-based paint assessments).

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

Plan Development Process

In preparing its FY2012 Action Plan, DHCD broadly consulted with government agencies, non-profit developers, community stakeholders, and residents working in housing, social, fair housing, and homeless services; lead-based paint programs; metropolitan-wide planning; HOPWA activities; and providing public housing. A variety of methods was used to collect input from the community, including a 'Housing and Community Development' survey, several stakeholder meetings, public hearings, and focused meetings with specific housing, health, and social service providers.

DHCD held five Community Need Hearings in which residents, stakeholders, and activist were invited to provide input on the FY2012 Action Plan. Overall, there was broad participation by each sector of the community.

Interagency Coordination

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

As described earlier, DHCD is part of the Planning and Economic Development (DMPED) cluster, and the Health and Human Services cluster. The Planning and Economic Development cluster is led by a Deputy Mayor and consists of the Departments of Housing and Community Development; Planning; Small and Local Business Development; Real Estate Services; Consumer and Regulatory Affairs; Employment Services; Insurance, Securities and Banking; as well as the Office of Motion Picture and TV Development, the Taxicab Commission and the DC Commission on the Arts & Humanities. The Health and Human Services cluster is led by the City Administrator and consists of the Department of Health, Department of Human Services, Child and Family Service Agency, and others. In these periodic cluster meetings, agency needs, upcoming plans, and recent accomplishments are discussed to coordinate efforts. DHCD used these cluster meetings to assist in creating its annual action plan.

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

Citizen Participation

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

1. Participation Process

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

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

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

2. Public Meetings

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

Meetings are well publicized and are held at centrally located facilities that are safe and fully accessible. The locations are also accessible by public transportation and are held on convenient days and times.

3. Access to Information

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

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

DHCD's staff is also available to persons or interested parties who require technical assistance in understanding the Plan, in the preparation of comments, and in the preparation for requests of funding. This availability and responsiveness is also employed in handling and responding to whatever reasonable complaints are made concerning the Plan and its undertakings.

4. Substantial Amendments

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

5. Citizen Comments

Citizens were given an opportunity to provide comments or views on the FY2012 Action Plan. Citizen comments on this draft will be compiled and added to the many comments already received on needs and priorities for housing and community development in the District. DHCD foresees accepting and responding to all citizen comments. A full list of comments and responses will be made available in subsequent drafts. A summary of comments can be found in Appendix G.

Efforts to Broaden Public Participation

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

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

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

Moreover, DHCD will provide citizens, public agencies and other interested parties with reasonable and timely access to information and records relating to the FY2012 Action Plan and its use of assistance under the programs covered under the Consolidated Plan during the preceding five years. Requests may be made to the DHCD Public Information Specialist at (202) 442-7200.

Institutional Structure

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

DHCD also works closely with the DC Housing Authority (DCHA) and the DC Housing Finance Agency (DCHFPA) to maximize dollars available for housing opportunities for all income levels from extremely low to moderate income. A representative of DHCD attends the meetings of the Metropolitan Washington Council of Governments (COG) Committee of Housing Directors to participate in information sharing and initiatives of the Committee. The Director is also a member of the Comprehensive Housing Policy Task Force, which brings together diverse interest groups and experts to broadly analyze housing needs in the District of Columbia and recommend actions.

As part of its unified leveraging strategy, the District will continue to work with its non-profit, for-profit and semi-governmental development partners, and to coordinate DHCD’s investments in the renewal of



affordable housing and community facilities with government agencies that fund infrastructure improvements and services needed to create self-sustaining neighborhoods.

Monitoring

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

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

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

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

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

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

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

Lead-based Paint

DHCD is committed to producing affordable housing that is free from lead-based paint hazards in all of its development programs. Since 2002, DHCD has revised protocols for all single family and multi-family housing development programs to ensure that these programs comply with the Lead-Safe Housing Rule (24 CFR 35). DHCD requires that lead-based paint (LBP) hazards be addressed in every project it undertakes involving an existing residential building. DHCD's multi-family and single family housing project development operations finance more than 2,000 units of rehabilitated housing each year, and DHCD's commitment to lead safety requires that all of those housing units be rendered lead-safe by the completion of the construction phase of development.

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

In addition to what are now routine requirements for lead safety in all DHCD housing rehabilitation activities, DHCD is also administering a Lead Hazard Reduction Demonstration Grant, awarded in 2009 on a competitive basis from HUD's Office of Healthy Homes and Lead Hazard Control. In May 15 2009 DHCD was awarded \$2.6 million in lead grant funding under American Recovery and Re-investment (ARRA) for Lead-Based Paint Hazard Reduction and Demonstration. As of this writing, **124 units** have been cleared as lead safe, with an additional **31 units** currently under construction to be made lead safe. Also, in addition to the above, the program also has another 14 single family units in the pipeline that have been committed for lead risk assessment inspection. DHCD is required to complete 170 units under the grant.

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

- Lead-based paint hazard risk assessment in 250 housing units;
- Lead-based paint hazard control in 170 housing units;
- Community education on lead safety;
- Training in lead-safe work practices for District residents in the home repair and lead-based paint hazard abatement trades; and
- The hosting of an annual conference that brings together health organizations, lead-based paint abatement contractors, government agencies, and other entities involved in lead safety and children's health.

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

DHCD is working in partnership with the District's Environment (DDOE), and Consumer and Regulatory Affairs (DCRA), Child and Family Services Administration (CFSA) as well as with the enforcement activities of the Office of the attorney General, to provide a seamless system of: (1) identification of lead hazards in residential property; (2) enforcement actions against property owners, where applicable; and (3) opportunities for property owners to finance lead hazard reduction activities. Since August 2006, the Mayor of the District of Columbia has ensured that there is a single coordinator for all District programs dealing with lead-based paint hazards. That coordination has been instrumental in facilitating the development of seamless actions across the District agencies noted above.

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

Additional Lead Intervention:

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

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

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

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

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

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

Chapter Two: Housing

Specific Housing Objectives

In FY2012, DHCD will focus on three specific objectives:

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

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

Table 3: FY2012 Summary of Specific Housing Objectives

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Outcome/ Objective*
1	Housing Regulation Administration				
1.1	Preserving and increasing the supply of quality affordable housing	HPTF, Local, Other	<ul style="list-style-type: none"> • # of customers who utilize the HRC. • Total # of inclusionary zoning units built 	650	DH-1 DH-2
				TBD	
2	Development Finance Division				
2.1	Preserving and increasing the supply of quality affordable housing	CDBG, HOME, Stimulus, Other	<ul style="list-style-type: none"> • Total special needs housing units funded • Total affordable housing units preserved • Total # of affordable units funded • % of renters spending greater than 30% on housing cost 	150	DH-1 DH-2
				200	
				900	
				45	
2.2	Increasing homeownership opportunities	CDBG, HOME, Stimulus, Other	<ul style="list-style-type: none"> • Total new homeownership units funded • Total First Right Purchase units funded • % of Owners spending greater than 30% on housing cost 	80	DH-1 DH-2
				100	
				35	
3	Residential and Community Services				
3.1	Preserving and increasing the supply of quality affordable housing	CDBG, HOME, Stimulus, HPTF, Other	<ul style="list-style-type: none"> • Total affordable units funded by RCS • Total single family rehab • Total lead multi-family units 	200	SL-1 SL-3
				75	
				65	

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Outcome/ Objective*
			funded <ul style="list-style-type: none"> Total residential rehab special needs units funded # of Elevated blood lead level cases 	15 40	
3.2	Increasing homeownership opportunities	CDBG, HOME, Local, Other	<ul style="list-style-type: none"> # of employee homebuyers funded by EAHP # of qualified employee homebuyers funded by NEAHP Total # of first time homebuyers funded by HPAP Total HPAP special needs units funded 	80 100 400 10	DH-3 EO-1
4	Property Acquisition and Disposition				
4.1	Preserving and increasing the supply of quality affordable housing	Capital, Other	<ul style="list-style-type: none"> Total # of affordable units created or rehab through reclamation of abandoned properties Average # of years of affordability for units created or rehab through reclamation of abandoned properties 	45 15	SL-2

Needs of Public Housing

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

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

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

Each of the DCHA’s public housing developments has a resident management council through which residents can become involved in the decision-making that affects their public housing units. The DHCA facilitates the selection of the councils and encourages residents to participate in council activities and in the general management of their development. The DCHA will continue to promote involvement by the council in management of all facilities and will look at forming new partnerships with community agencies to provide services that encourage and assist residents with achieving self-sufficiency.

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

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

The DHCD continues to encourage the Housing Authority director to refer potential homebuyers presently residing in low rent housing to seek out the services of these different organizations. The main problem facing the DCHA continues to be the ever increasing demand for housing services with little or no increase in federal aid to support this demand. This reality is clearly represented in the growing number of individuals and families on the waiting lists maintained by the DCHA. According to the Mayor's recent consultations with DCHAs, there are approximately 29,000 individuals on local waiting lists in the District. This number was increasing but applications for Housing were closed in September 2009 and are not expected to open soon. This number illustrates that the current demand for housing assistance far exceeds the ability of the DC Housing Authority to meet this growing demand. Recent projections indicate that this gap will surely widen into the foreseeable future as the city's population growth outpaces the ability of government social service programs to respond to this growth.

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

Barriers to Affordable Housing

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

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

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

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

In FY2012, the District will take several steps to remove any barriers to affordable housing and ameliorate the impacts of the current housing market, but realizes that future resources will buy less in this competitive atmosphere. In order to achieve the vision of complete neighborhoods DHCD has taken 11 steps to address the need for affordable housing in the District.

1. Housing Production Trust Fund

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

2. Rental Housing Conversion and Sale Amendment Act of 2005

This act gives tenant associations in the District the right to purchase their housing units upon sale by the owner. DHCD now administers this program, which effectively aligns the purpose of the law with the Department charged with creating and preserving affordable housing opportunities. DHCD offers tenant purchase financing which assists in the preservation of affordable units across the city as a whole.

3. The Housing Regulation Administration (HRA)

HRA administers the District’s rental housing regulations and implements the District’s Inclusionary Zoning program. Inclusionary Zoning in the District requires an exclusive percentage of units in a new development or a substantial rehabilitation that increase the size of an existing building set aside affordable units in exchange for a bonus density. The goals of the program are to generate mixed-income neighborhoods; construct affordable housing for a diverse labor force; seek equitable growth of new residents; and augment homeownership opportunities for low and moderate income levels. HRA is able to provide faster response to apartment building conversion concerns which can affect low income tenants since the notification process is flexible within the agency and displacement can be avoided.

4. Residential and Community Services Division (RCSD)

RCSD administers the District’s Home Purchase Assistance Program and Employee Assisted Housing Programs which provide financial assistance for low and moderate-income households and District Government employees for the purpose of first-time home purchase. The Division also provides rehabilitation resources, including grants for lead hazard remediation to eligible units and loans and grants to income-qualified owner-occupant District residencies in order to preserve homeownership in the District. RCSD also oversees the Single Family Residential Rehabilitation Program, which provides loans to help households finance home repairs that will address District housing code violations. Funding may be used to repair walls and floors; to replace windows; and to repair plumbing, electrical, and heating systems.

5. Community-Based Organization Partners

DHCD partners with non-profit and private sector housing advocates and practitioners to affirmatively further fair housing and provide greater education coverage of housing and fair housing issues to target communities. This is accomplished by funding community-based organizations to provide outreach and education to District residents who are tenants and homeowners on topics such as purchase programs for first



time homeowners, comprehensive homeownership and housing counseling, foreclosure prevention and assistance for relocation, and location of apartments.

6. Targeted Spending of Scarce Resources

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

7. Recovery Act Grants

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

8. Tax Abatement for lower income homeownership

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

- The property must be owner-occupied;
- The owner must meet the income level requirement; and
- The property must be less than \$320,000 in value

9. Rental Control Reform Act of 2005

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

10. Housing Waitlist Elimination Act of 2008

This act requires the Mayor to submit a comprehensive plan that outlines a strategy for eliminating the District of Columbia Housing Authority’s current waiting list of individuals seeking housing choice vouchers and placement in public housing by January 1, 2012; and measures to prevent the waiting list from reaching such high levels in the future.

11. DCHousingSearch.org

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

HOME

Forms of Investment: DHCD may invest HOME funds in all proposed uses as prescribed in 24 CFR 92.205(b). The District’s FY2010 HOME funds will be invested consistent with the purposes of this part and in accordance with HUD.

Recapture and Resale:

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

Recapture:

Single-Family Homeownership Provisions: When DHCD uses HOME funds for its homeownership programs, including both the Home Purchase Assistance Program (HPAP) and the Single Family Residential Rehabilitation Program, it will utilize the recapture provision of the program, pursuant to 24 CFR

92.254(a)(5)(ii)(A)(1). The full amount of assistance is recaptured upon transfer of the property or upon the homebuyer’s no longer using the property as a principal residence. This requirement is established as a covenant in the loan documents executed at settlement of the property. The resale provision would not be appropriate for the Department’s single-family homeownership assistance program since it would impose an undue restriction on homes purchased in the private sector real estate market.

Resale:

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

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

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

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

Definition of Modest Housing: DHCD defines “modest housing” by following the method outlined in 24 CFR 92.254(a) (iii) for its homebuyer assistance and single family rehabilitation programs. Specifically, DHCD caps the allowable sales price or post-rehabilitation value at the Single Family Mortgage Limit under the Section 203(b) program, as permitted by 24 CFR 92.254 (a)(2)(iii). The limits for the District of Columbia as of **XXXXXX** are as follows:

House Size	1 family	2-family	3-family	4-family
203(b) Limit	\$0	\$0	\$0	\$0

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

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

DHCD uses the 203(b) limit rather than the 95 percent of the median area purchase price standard.

Affirmative Marketing: DHCD follows HUD's regulations as prescribed in the Affirmative Fair Housing Marketing Plan form (AFHMP) [HUD 935-2]. DHCD has produced an AFHMP Form in compliance with federal guidelines and it ensures the District's demographics are represented as categories for affirmative marketing. DHCD has also instituted a certification process to ensure that program services, facilities which provide services to the general public and housing rehabilitation projects also abide by the affirmative marketing principle; as such it has produced an 'Affirmative Marketing Plan' form for those types of projects. Through accurate document retention and monitoring, DHCD ensures that its recipients complete and submit the AFHMP with appropriate accompanying information on residential housing projects of five units or more, whether these are located in one parcel or a scattered multi-family project. DHCD aims to ensure that prospective buyers or tenants in the housing market area, regardless of their Fair Housing Act or Human Rights Act protected category, know about the housing development(s) financed through DHCD, are attracted to the housing project, feel welcome to apply, and have an equal opportunity to buy or rent. The AFHMP aims to (1) bring greater diversity to areas that have been subjected to housing discrimination based on the residents' race or color, ethnic background and culture, their perceived or actual disability, the presence of children in the household, their religious practices, or for being one gender versus the other; and (2) inform about the availability of housing to persons not likely to apply for the housing without special outreach efforts due to (a) self or forced segregation, (b) linguistic isolation, (c) neighborhood racial or ethnic composition and patterns, (d) location, and (e) price of housing.

Outreach to Minority- and Women-Owned Businesses: The District Government as a whole has an active program of contracting with and promoting Local, Small, and Disadvantaged Business Enterprises (LSDBEs), which include minority- and women-owned businesses. The District's Department of Small and Local Business Development (DSLBD) monitors the efficiency and compliance of all District government agencies, including DHCD, in accordance with the legislative mandate of the "Equal Opportunity for Local, Small, and Disadvantaged Business Enterprises (LSDBE) Act of 1998." DSLBD reviews and approves Affirmative Action Plans submitted by District agencies for public/private partnerships and for contractors with contracts in excess \$25,000. It also provides technical assistance to LSDBEs that wish to contract, or currently contract, with the District government, and helps those entities with outreach.

DHCD's loan and grant agreements with developers require that the developers submit Affirmative Action Plans that set forth goals for the hiring of local, small and disadvantaged business enterprises and for hiring minorities and women for construction and non-construction jobs.

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

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

Chapter Three: Homeless

Specific Homeless Prevention Elements

1. Sources of Funds

In FY2012, Emergency Shelter Grant (ESG) funds will pay for homeless prevention, emergency assistance, administrative costs and shelter operations. The ESG funds are used in conjunction with ARRA funds and locally appropriated funds to provide a robust array of prevention services. The Community Partnership for the Prevention of Homelessness administers ESG funds under the direction of and pursuant to a grant agreement from the Department of Human Services. Funds are distributed through a network of community-based organizations for which the Foundation for the National Capital region serves as fiduciary agent. ESG funds are used to leverage funding from Fannie Mae through the annual Help the Homeless Walkathon. ESG prevention funds are used to cover eligible rental assistance for past due rent and utility assistance for utility bills that are significantly overdue and which are often an early warning sign of risk of homelessness. Table 4 describes the uses of ESG 2011 (FY2012) funds.

Table 4: FY2012 Proposed Emergency Shelter Grant Budget

ESG Eligible Activity	
1. Homeless Prevention	0
2. Shelter Operations	0
3. Administrative Costs	0
TOTAL ESG Program	\$0

*Served includes person, households, and families

In FY2012, Shelter Plus Care Grant (S+C) funds will also be used to support the homeless citizens of the District of Columbia. DHS will serve as the grantee for the Shelter Plus Care program (S + C program) and the Community Partnership for the Prevention of Homelessness (TCP) will serve as the sponsoring organization. DHS will work with TCP staff to administer this program and provide permanent housing to **XXX** program participants. DHS will continue to monitor TCP for compliance in administering the S + C Program. S + C funding total is **\$XXXXX**.

2. Homelessness

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

- Reduce the overall number of homeless individuals and families.
- Redesign the Continuum of Care to develop an appropriate mix of services and interim and permanent housing options.
- Design an evaluation strategy and mechanism to track the District’s progress in preventing and reducing homelessness.

The Plan includes ten outcome measures that the District will track to evaluate the extent to which we have been successful in preventing homelessness as well as helping people move out of homelessness more

quickly through the implementation of this strategic plan. The plan includes an initial Work Plan which will be updated annually. Key elements of the plan can be found in the 5-year Consolidated Plan.

3. Chronic Homelessness

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

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

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

Specific steps to be taken during FY 2012 are described in the Consolidated Plan and the District's Permanent Supportive Housing Plan.

4. Homeless Prevention

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

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

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

In FY2012, the American Recovery and Reinvestment Act of 2009, DC will receive additional funding under the Homelessness Prevention and Rapid Re-housing Program. This program will provide financial

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

5. Discharge Coordination Policy

As part of the 10 Year Plan to End Homelessness, The District adopted a comprehensive Discharge Coordination Policy that comprised of policies and protocols for the discharge of persons from publicly funded institutions and systems of care, including foster care, health care, mental health, and corrections. The purpose is to prevent these individuals from becoming homeless and requiring homeless assistance. Key elements of this policy can be found in the 5-year Consolidated Plan. In FY2012, the District will continue to review and update this policy as needed.

Chapter Four: Community Development

Community Development

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

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

Community Development Objectives

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

Table 5: FY2012 Specific Community Development Objectives

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Outcome/ Objective*
2	Development Finance Division				
2.3	Revitalizing neighborhoods, promoting community	CDBG, HOME,	<ul style="list-style-type: none"> • % of affordable housing developments that are highly 	100	SL-3

Obj #	Specific Objectives	Sources of Funds	Performance Indicators	Expected Number	Outcome/ Objective*
	development, and providing economic opportunities	Stimulus, Other	sustainable and meet the Green Communities Criteria		
3	Residential and Community Services				
3.3	Revitalizing neighborhoods, promoting community development, and providing economic opportunities	CDBG, Stimulus	<ul style="list-style-type: none"> Total # of storefront facades improved Total # of technical assistance provided to small businesses 	50	EO-3
				0	
4	Property Acquisition and Disposition				
4.3	Revitalizing neighborhoods, promoting community development, and providing economic opportunities	Capital, Other	<ul style="list-style-type: none"> Total # of properties acquired Total # of properties recaptured Total # of properties for which disposition agreements were executed Total # of properties investigated that result in rehab 	25	SL-3
				10	
				55	
				10	

Priority Community Development Projects

DHCD’s community development primary objective is focused on implementing a community development plan that enhances the sustainability of the District within the regional context and holistically completes the fabric of the neighborhoods. Priority community development projects throughout the FY2012 Action Plan includes:

a. Housing Resource Center

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

b. Interagency Coordination

Through a recent partnership with the Department of Mental Health (DMH), DHCD is responsible for meeting a goal of financing the development of 300 affordable housing units for the exclusive use of DMH consumers. Through an additional partnership with the Department of Human Services (DHS), DHCD is responsible for meeting its goal of providing 45 units of permanent supportive housing to serve the District’s homeless population.

c. Housing Cooperatives

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

d. Foreclosure Technical Assistance

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

e. Community Facilities

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

f. Housing Assistance

DHCD will continue to develop housing assistance programs throughout the five year plan. Recently, in an effort to assist and encourage employees to live and work in the District of Columbia, DHCD added a non-traditional affordable housing assistance incentive program, the Negotiated Employee Housing Assistance Program (NEAHP), to its two existing programs, HPAP and EAHP. It is a long-term goal of DHCD to partner with other District agencies to establish homeownership for employees to live near their place of work in the District.

g. Commercial Improvements

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

Anti-Poverty Strategy

DHCD, along with other agencies, has played a major role in the District's direct efforts to reduce poverty, and the HUD entitlement program funds administered by DHCD is one of many sources of funds for anti-poverty activity by the District. By funding housing for extremely low, very-low and low-income residents, DHCD contributes to the City's anti-poverty strategy by lifting families out of poverty and providing them with stable lodging and a means to build equity for the future. DHCD also supports other DC Government initiatives in reducing poverty and utilizes its federal and local funds to help residents improve their financial stability through housing and financial counseling programs conducted by a network of non-profits. DHCD also provides funds to Community Based Organizations (CBO) to assist small businesses with technical assistance and to improve their physical appearance.

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

The Department of Employment Services (DOES) provides extensive job training opportunities through its city-wide "One Stop Service Centers." The Workforce Investment Council (WIC) brings together private and public sector stakeholders to develop strategies to increase employment opportunities for DC residents and to support and to assist DOES in its employment mission. The DC Public School Administration has created

career-oriented high schools in a number of specialized areas, including the Technology and Hospitality Industries to facilitate students progressing from school to real jobs in the DC market.

In FY2012, DHCD will continue to play an important role in the District's new set of anti-poverty initiatives that directly target neighborhoods with high poverty and crime rates. The New Communities Initiative and the Great Streets Initiative have been planned to address both physical and socio-economic-educational needs of the targeted areas—by combining government resources with those of private and non-profit developers or organizations to bring long-term and comprehensive revitalization to the designated area. “New Communities” is a comprehensive partnership to improve the quality of life for families and individuals living in distressed neighborhoods. The companion program, “Great Streets” is a strategy to revive the local commercial corridors bordering the new communities so that the balance of services that neighborhoods need are restored along with the housing and social fabric.

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

Chapter Five: Non-Homeless Special Needs

Non-Homeless Special Needs Priorities and Objectives

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

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

The following special needs populations have been identified as the District’s highest priorities for non-homeless special needs housing and supportive service assistance for the FY2012 Action Plan:

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

DHCD’s role in serving the needs of special needs populations is mainly financing housing for older individuals and persons with other special needs, and financing physical modifications that make single family homes accessible to persons with mobility impairments. In the District, five percent of all new housing units developed must be accessible to persons with mobility impairments, and another two percent must be accessible to persons with visual or hearing limitations. DHCD aids in the enforcement of this requirement. Adding accessible housing is particularly needed in the District because the vast majority of its housing stock was built before the Americans with Disabilities Act went into effect, and is not accessible to disabled individuals. Additionally, DHCD has partnered with the Department of Mental Health (DMH) to develop 300 units of housing for DMH consumers, which includes individuals with severe mental illness, mentally and developmentally developed individuals, formerly homeless persons, and graduates of the District foster care system.

In FY2012, DHCD will fund the development of 150 units of housing for special needs population. Additionally, DHCD will continue to administer the following programs that aid in the development of special needs housing:

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

Source of Funds

Various resources exist to address the identified housing and supportive service needs of non-homeless special needs populations. Two major sources of federal funding assist DHCD in its efforts to address their housing and supportive service needs for the non-homeless special needs population: CDBG and HOME funds from the U.S. Department of Housing and Urban Development. The CDBG Program funds a variety of

housing and community development activities, including housing rehabilitation, acquisition, and predevelopment costs; public facilities and improvements; clearance and demolition; public services; and planning and administration. The HOME Program funds a variety of eligible affordable housing activities, including new construction, rental rehab, and homeownership assistance, (both direct and indirect), as well as administration for its HOME programs.

DHCD anticipates a similar level of HUD funding as in recent years; therefore, plans to spend approximately \$20 million on affordable housing for special needs populations in FY2012. As with its other housing and community development needs, the District’s special needs housing programs require, whenever possible, maximum use of private financial resources. Because DHCD uses its funds to “close the gap” of needed financing for its selected projects, the private financing sector provides the bulk of each project’s funds. Banks and other financial institutions serve as the private financing sources of all housing production, rehabilitation, or capital improvements and ongoing operations.

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

DHCD also works in tandem with non-profit and semi-governmental development organizations to leverage funds for affordable housing and economic opportunity. In addition, the District government and nonprofit developers have actively reached out to capture foundation grants. Many nonprofit organizations seek foundation funding to provide social support services, especially to special needs populations. Among the organizations that are active in this area are the Fannie Mae Foundation, Meyer Foundation, Local Initiatives Support Corporation, and the Enterprise Foundation.

HOPWA

DHCD is the HOPWA Formula Grantee for the Washington, DC Eligible Metropolitan Statistical Area (EMA). The District’s, Department of Health, HIV/AIDS, Hepatitis, STD, and TB Administration (HAHSTA) is the sub-recipient of the HOPWA funds received by the District. The regional HOPWA allocation is administered and monitored by the D.C. Department of Health, HAHSTA. Funds are distributed through HAHSTA’s various program. For further information, please see HOPWA FY2012 Annual Action Plan.

Chapter Six: Other

Fair Housing

DHCD's Fair Housing program, launched in February 2001, addresses the growing need for fair housing education among the city's stakeholders. Stakeholders include DHCD's Residential and Community Services and Development Finance Division grant sub-recipients, the non-profit and for-profit sector partners, the housing industry, and District residents in general. The program promotes fair housing and equal opportunity in housing and ensures compliance with federal fair housing and equal opportunity laws, rules, and regulations by community non-profit organizations, housing developers, and individual residents who receive program and project funding through DHCD. The Fair Housing program achieves these goals through:

1. Education and Outreach

The Fair Housing program aims to educate city residents—particularly underserved populations such as immigrant communities, people with disabilities, and the elderly—about their fair housing rights in rental, sales, financing or home insurance transactions.

2. Partnerships

The Fair Housing Program partners with other governmental agencies, non-profit and private sector housing advocates and practitioners to affirmatively further fair housing and provide greater education coverage of housing and fair housing issues to a diverse community.

3. Affirmative Marketing

As a recipient of HUD funding, DHCD follows HUD's regulations for the Affirmative Fair Housing Marketing Plan (AFHMP). DHCD has instituted and continues to enforce a certification process for all of its housing projects (new construction and rehabilitation) as well as acquisition. The certification process ensures compliance with federal and local laws and regulations and ensures that housing construction projects and programs are affirmatively marketed and accessible to all protected populations. The process of certifying projects and programs is educational to the sub recipient, as their knowledge of fair housing compliance is enhanced thereby affirmatively furthering fair housing.

DHCD aims to ensure that prospective buyers or tenants in the housing market area, regardless of their protected category—racial or ethnic groups—are given an opportunity to be informed about prospective housing development(s) across the city and feel welcome to apply. For example, DHCD's bilingual housing locator tool, DCHousingSearch.org is available free of charge online and over the phone. Through the AFHMP, DHCD aims to (1) bring greater diversity to areas that have been subjected to housing discrimination based on the residents' protected class; and (2) inform about the availability of housing to persons not likely to apply for the housing without special outreach efforts due to (a) self or forced segregation, (b) linguistic isolation, (c) neighborhood racial or ethnic composition and patterns, (d) location, and (e) price of housing.

DHCD has also instituted a certification process for all its program and service grants. The certification process for programs, singular in the metropolitan area, ensures that non-housing activities associated with new construction and rehabilitation projects, and programs providing services also abide by the affirmative marketing principle. As such, DHCD requires completion of an 'Affirmative Marketing Plan (AMP)' certification form for those types of projects. For housing projects, the AFHMP certification is submitted

with accompanying information on residential housing projects of five units or more, whether these are located in one parcel or a scattered multi-family project.

4. Language Access Act

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

The agency has implemented the approved 2006 bi-annual Language Access Action Plan (2007-2008) by adhering to the LAC’s five action objectives, these are: (1) a thorough review of each agency’s mechanisms for data collection in order to design better outreach programs for target LEP communities; (2) the use of oral language (interpretation) services to ensure agency’s message on how to access the programs and services reaching and being understood by these communities; (3) the translation of vital documents in the appropriate language of the community targeted which depicts agency information on how services are acquired or vital information which could have a direct impact to health or safety; (4) ensure cultural competency, awareness and sensitivity training is provided to staff; and (5) create targeted (LEP/NEP) community educational outreach material to ensure language barriers do not impede District residents from accessing programs and services. Each District agency reports on its LAC advances to the Office of Human Rights (OHR) on a quarterly basis. These results are analyzed yearly and are the basis for the agency’s bi-annual plans and changes as recommended by OHR.

DHCD holds an annual diversity training to ensure its public contact personnel is well apprised of the law and compliance measures. For the past two years, the Agency has partnered with the D.C. Office to Planning to offer this training to its combined staff.

Currently, DHCD ensures that all LEP communities have the agency’s information through its sub-recipients and directly through the agency’s website where a fact sheet about the pertinent programs can be found for easy download. The program information is available in Amharic, Chinese, Spanish, and Vietnamese. DHCD has also ensured that a bilingual interpreter is available at its public hearings, when needed.

The Housing Regulation Administration formerly located within the District Department of Consumer Regulatory Affairs (DCRA) joined DHCD in Fiscal Year 2008. This addition has brought new opportunities to further engage and outreach the LEP community on DHCD programs and housing services.

5. Section 3

Section 3 of the Housing and Urban Development Act of 1968 (Section 3) provides for the training, employment and contracting opportunity of low and very-low income residents in a participating jurisdiction receiving housing and community development program funding from the Department of Housing and Urban Development (HUD). In particular, the Act dictates that priority in hiring should be given to public housing Section 3 residents. DHCD is the District’s point agency for applying and enforcing this regulation. DHCD implements this policy through: (1) projects funded by and through DHCD which awards funding grants to developers and its contractors; (2) partnerships with government agencies and community base organizations to facilitate or create training opportunities; and (3) the creation of employment and business opportunities for residents of and other qualified low- and very low-income persons residing in the geographical funded project area.

DHCD fully implemented its Section 3 program in Fiscal Year 2009 and the agency continues to expand the awareness of the Section 3 program through outreach and monitoring of all applicable projects. In 2009, all applicable Section 3 projects had Section 3 requirements. Implementation of the Section 3 policy included compliance and monitoring of projects, data collection and developing awareness of the program. Additionally, implementation of the Section 3 Business Concern certification continued in order to facilitate compliance with the program. DHCD continued to partner with the DC Housing Authority, the Office of Small and Local Business Development, and the Department of Employment Services to create greater awareness of Section 3 among residents and businesses. DHCD continued to provide an annual training to all of its sub-recipients to ensure full compliance.

The Section 3 program within DHCD is aimed at creating greater opportunities for recruitment and employment of low- and very low-income residents and business interests by DHCD funded developers working on contracts partially or wholly funded through HUD. To further support the intent and letter of the Section 3 regulations, DHCD has extended the Section 3 provisions to its locally funded projects; all projects funded through the agency must abide by the Section 3 policy. DHCD is also creating a data bank of all Section 3 Business Concerns registered and certified through DHCD.

Before being awarded a DHCD grant, all contractors and businesses seeking Section 3 preference must complete a Section 3 plan and be certified as a Section 3 Business Concern, as appropriate, as acknowledgement of the contracting and employment provisions required by Section 3.

Affirmatively Furthering Fair Housing

As an entitlement jurisdiction, the District must adhere to Section 808(e)(5) of the Fair Housing Act which provides for Affirmatively Further Fair Housing (AFFH). As part of this requirement, in addition to this five year Consolidated Plan, DHCD must conduct an Analysis of Impediments to Fair Housing Choice (AI) on a five-year interval as mandated by regulation. According to the HUD Fair Housing Planning Guide, an AI should include a comprehensive review of the District’s “rules, regulations, business practices, administrative policies practices, and procedures, laws, legislation, and other factors created by the private and government sectors” which could directly or indirectly affect or create an impediment to “fair housing choice” in the District of Columbia. In addition, Section 104 of the Housing and Community Development Act of 1974 (24CFR Part 570.496(a) requires that each state to certify that it will affirmatively further fair housing.

a. Analysis of Impediments

To Affirmatively Further Fair Housing, the District is required to: (1) Conduct an analysis to identify impediments (AI) to fair housing choice within the jurisdiction; (2) take appropriate actions to overcome the adverse effects of any impediments identified through the analysis; and (3) maintain records reflecting the analysis and actions taken in this regard.

In December 2005, DHCD completed the most recent AI. This analysis looked at private and government sectors’ actions, omissions, or decisions that may have an ultimate effect of restricting housing choice. The District continues to address the four (4) major areas of impediments to fair housing choice found in the 2005 AI. These were:

- A lack of compliance of fair housing laws by the real estate and housing industry (real estate, lending/mortgaging, insurance/appraisals, etc);
- Decreasing number of affordable housing units for low and moderate-income households and special needs residents in target neighborhoods;

- Information on full range of housing available across many District neighborhoods offering affordable housing is not made available to individuals and families seeking homes due to segregated residential patterns; and
- Low levels of home buying literacy among particular protected classes and high levels of home seekers with no or poor credit history.

In 2007, DHCD added a supplement to the 2005 AI by providing further guidance on the implementations of recommendations, thus assisting DHCD to increase fair housing choice among the city's residents.

DHCD is in the process of completing the next five year AI, for FY 2011-2015. As part of this process, DHCD is conducting a series of roundtable discussions with selected advisory group participants. The advisory group(s), composed of key stakeholders, will ensure that the analysis reflect a cross-section of constituent views. In addition to these advisory group meetings, DHCD is conducting an investigative report that will provide a comprehensive analysis of the District's fair housing impediments. DHCD completed the AI on December 31, 2010, and begin focusing on addressing the impediments to fair housing choice found, in the upcoming Consolidated Plan period FY 2011-2015.

b. Efforts to Remove Barriers to Affordable Housing

The District maintains support of measures to remove potential barriers to fair housing choice. Throughout the last five year planning period, the District worked to remove these barriers, some of which are identified below. Throughout this Consolidated Planning period, DHCD will continue to work toward these goals, and any newly identified goals, to remove barriers to affordable housing.

Rental Housing Conversion and Sale Amendment Act of 2005: The city continues to enforce the "*Rental Housing Conversion and Sale Amendment Act of 2005*" (Bill 16-050). This Act narrowed the 95 percent/5 percent loophole in the Rental Sale Conversion Act of 1980 which allowed rental property owners to circumvent the First Right of Refusal law thereby bypassing the tenant right to purchase their building once it was advertised for sale.

Inclusionary Zoning (IZ): Inclusionary Zoning (IZ) is a land use technique for developing diverse mixed-income communities by requiring each new residential development make a percentage of the new units affordable to targeted incomes. IZ in the District began with a set of public hearings held by the Zoning Commission starting in 2005. The Zoning Commission divided the hearing process into three parts covering 1) the design of program, 2) where it would apply in the District, and 3) how IZ requirements would interact with existing zoning overlays. At roughly the same time, the Council of the District of Columbia passed both the Comprehensive Plan for the National Capital and the Inclusionary Zoning Act of 2006, which gave policy guidance and empowered the Mayor to administer the program. In August of 2009, the District implemented the District's Inclusionary Zoning program, which affords private sector development companies the right to additional density for their projects in exchange for making at least 8 percent of the units in the project affordable.

Office of the Tenant Advocate (OTA): Tenants often don't know their legal rights as renters, frequently can't pay for legal representation and usually don't know how to use lower cost court mediation and adjudication services. The OTA was started to respond to these concerns about District tenants. For its first two years, OTA was housed within the Department of Consumer and Regulatory Affairs (DCRA). As of October 2007, the OTA is fully independent. The Chief Tenant Advocate advocates for, educates, and provides outreach for tenants in the District of Columbia.

Housing Regulation Administration: In 2008, the Housing Regulation Administration which houses the Rental Accommodations Division, the Rental Conversion and Sale Division and the Rental Housing

Commission—formerly located in the District Department of Consumer and Regulatory Affairs, moved to DHCD. This was, in part, an effort by the District to reduce barriers to fair housing by providing quicker response to apartment building conversion concerns which can affect low income and disenfranchised tenants.

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

Fair Housing Symposium: The District held its Seventh Annual Fair Housing Symposium in April 2008. This year, DHCD commemorated the 40th Anniversary of the passage of the FHA. As such, DHCD with its partners the DC Office of Human Rights and the National Fair Housing Alliance held a celebration of the milestones gained up until now. One key highlight was the presentation of the first fair housing case filed by the Department of Justice after passage of the law. The case was filed in the District of Columbia for race discrimination. The Ninth Annual Symposium is scheduled to take place on XXXXX.

Request for Proposals (RFPs): The bi-annual RFPs solicit proposals from community development corporations (CDCs) and private sector firms interested in creating affordable housing or community development projects. During this process, DHCD holds several community meetings to educate the developers about providing equal access opportunity to housing and building housing that is accessible to person with mobility disabilities.

Education and Outreach: The Department partners with non-profit and private sector housing advocates and practitioners to affirmatively further fair housing and to provide greater education coverage of housing and fair housing issues to a diverse community. One method is to fund community based organizations to provide outreach and education for tenants on purchase programs, comprehensive homeownership and housing counseling, and assistance for relocation and location of apartments. DHCD has contracted with University Legal Services, Latino Economic Development Corporation, Lydia’s House, and Housing Counseling Services, among others, to provide housing to provide these services.

Accessibility Education and Enforcement: DHCD continues to hold an annual mandatory Section 504 accessibility compliance training program for all sub-recipients. The training covers practical and regulatory actions concerning accessible housing according to local building codes and its parallels to federal regulations and laws, multifamily projects compliance with the Sec. 504 accessibility rules and regulations of the Rehabilitation Act of 1973 and the Fair Housing Act as Amended.

Office of Human Rights: The DC Office of Human Rights is an agency of the District of Columbia government that seeks to eradicate discrimination, increase equal opportunity, and protect human rights in the city. The Office enforces the DC Human Rights Act of 1977 and other laws and policies on nondiscrimination and fair housing. The Office is also the advocate for the practice of good human relations and mutual understanding among the various racial ethnic and religious groups in the District of Columbia.

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

Foreclosure Prevention: The District provides funding to the non-profit sector to provide outreach and education to residents victimized or at risk of a home foreclosure. Foreclosure prevention is an educational

tool highly utilized during as this housing crisis continues to evolve. The CBOs funded through DHCD discussed above provide foreclosure prevention training so that residents can be salvaged from losing their home. The training, provided in English and Spanish by some CBOs, seeks to provide individualized counseling, assess the delinquency status, and provide options and a work plan to alleviate the situation.

Homeownership Assistance: Likewise, other housing agencies and non-profit community development corporation also offer tools for assisting first time homebuyers and person in crisis. The D.C. Housing Finance Agency has a Home Resource Center dedicated to education and training to first time homebuyers on homeownership opportunities; Manna, Inc. a non-profit housing corporation which builds affordable housing also has its own first time home buyer training program and mortgage assistance program, through a sister organization, for low income residents citywide.

Economic Development

In FY2012, DHCD along with DMPED will continue to promote the revitalization of District neighborhoods in order to create job opportunities, affordable housing, commercial revitalization, public facilities (including parks, recreation centers, and multi-use facilities) and vibrant and safe places to live and work and to improve the general quality of life of District residents. In addition, DMPED will use a portion of FY2012 CDBG funds to carry out activities that support the development and disposition of properties previously acquired with public (largely through the former urban renewal program) and federal funds. DMPED will carry out these activities through individual development and facilities projects and through implementation of the Great Streets, New Communities, and Neighborhood Investment Fund programs.

Listing of Projects and Programs (Table 3c)

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

- Residential Services: These DHCD program areas meets the HUD priority need of *Owner-Occupied Housing* by providing financial assistance to increase home purchases and for home rehabilitation.
 - Home Purchase Assistance Program
 - Employer Assisted Housing Program
 - Single Family Rehabilitation Program
 - Lead Safe Washington Program
- Project Financing: This DHCD program area meets the HUD priority needs of *Owner-Occupied Housing, Rental Housing, Public Facilities, Infrastructure* and *Non-Homeless Special Needs* by providing financial support for owner-occupied and rental housing projects for both general and special needs populations; infrastructure for community development projects; and commercial and community facilities.
 - Property Acquisition and Disposition Program
 - Tenant Opportunity to Purchase Assistance Program
 - Community Facilities Program
 - Affordable Housing Program
- Community Services: These DHCD program areas meets the HUD priority needs of *Economic Development, Public Services, Owner-Occupied Housing, and Rental Housing* by providing financing to community-based organizations for program delivery costs in the areas of storefront facades assistance, housing counseling and other services.
 - Commercial Revitalization Program
 - Housing Counseling and Development Program

- Community Housing Development Organization (CHDO) Program
- Economic and Commercial Revitalization: This District program area meets the HUD priority need of *Economic Development* by providing support for business and job development through financing mechanisms, for property management, acquisition (through condemnation), relocation services, demolition and clearance, environmental remediation and disposition services.
 - Skyland Shopping Center Program
 - Economic and Community Revitalization Program
- Public Facilities and Improvements: This District programs are used to make public improvements and renovate public facilities in support of redevelopment. The projects may include, but are not limited to, improvements to or construction of walking trails, parks, playgrounds, flood and drainage systems, and utility lines (park lighting). Funds may also be used to enhance the aesthetics of public properties by providing such things as trees, sculptures, fountains, or works of art. This project may also include investments in public facilities that are either publicly owned (or traditionally provided by the government), or owned by a nonprofit, and operated for use by the general public.
 - Public Facilities & Improvements Program
- Agency Management: This DHCD program area supports the Department’s planning and administration efforts.
 - Agency Management Program
- Program Monitoring and Compliance: This DHCD program area supports all HUD priority needs by ensuring that activities are carried out in compliance with federal and local regulations.
 - Program Monitoring and Compliance Program
 - Portfolio Management Program
- Homeless Support and Prevention: This program area is overseen by DHS but carried out by the Community Partnership for the Prevention of Homelessness. In FY2012 starting with the HUD grant year 2011 funds, the oversight and administration of ESG funds by DHCD was transferred to DHS. Programs and activities support the HUD priority need of *Homeless/HIV/AIDS* through the delivery of Emergency Shelter Grant program funds for any or all of the following: homeless prevention, outreach and support; shelter renovation, rehabilitation and operations; and program administration.
 - Homelessness Prevention and Rapid Re-housing Program
 - Homeless Prevention Program
 - Shelter Operations Program
 - ESG Administrative Costs Program



Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need
Owner-Occupied Housing

Project Title

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

Project Description

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

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

Location

Community-wide

Objective Number 4.1	Project ID FY2012 HPAP	
HUD Matrix Code 13	CDBG Cit. 570.201(n)	HOME Cit. 92.205(a)(1)
Type of Recipient Individuals & sub- recipients	CDBG National Objective LMH	
Start Date 10/1/2011	Completion Date 9/30/2012	
Performance Indicator Housing units funded	Annual Units XXX	
Local ID 6010	Units Upon Completion XXX	

Funding Sources:

CDBG	\$5,486,057
CDBG Program Income	\$0
HOME	\$1,707,827
HOPWA	0
Economic Stimulus	\$4,583,333
Total Formula	\$11,777,217
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	\$7,037,567
Other Funding – private	0
Total	\$18,814,784

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



Table 3
Consolidated Plan Listing of Projects

Applicant's Name District of Columbia

Priority Need

Owner-Occupied and Rental Housing

Project Title

Residential Rehabilitation Programs

Project Description

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

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

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

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

Location

Community-wide

Objective Number 4.3	Project ID FY2012 SFRRP
HUD Matrix Code 14A & 14B	CDBG Citation 570.202
Type of Recipient Individuals	CDBG National Objective LMH
Start Date 10/1/2011	Completion Date 9/30/2012
Performance Indicator Housing Units Assisted	Annual Units XXX
Local ID 6040	Units Upon Completion XXX

Funding Sources:

CDBG	0
CDBG Program Income	\$1,325,917
ESG	0
HOME	0
HOPWA	0
Economic Stimulus	0
Total Formula	\$1,325,917
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	\$1,777,768
Other Funding – private	0
Total	\$3,103,685

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

**Table 3
Consolidated Plan Listing of Projects**

Applicant's Name _____ District of Columbia _____

Priority Need
Owner-Occupied and Rental Housing

Project Title
Property Acquisition and Disposition

Project Description

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

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

Location
Community-wide

Objective Number 4.6	Project ID FY2012 PADD
HUD Matrix Code 01 & 02	CDBG Citation 570.201(a); 570.201(b)
Type of Recipient Sub-recipients (for technical assistance)	CDBG National Objective LMC
Start Date 10/1/2011	Completion Date 9/30/2012
Performance Indicator Property Acquired	Annual Units XXX
Local ID 6030	Units Upon Completion XXX

Funding Sources:

CDBG	60,979
CDBG Program Income	0
ESG	0
HOME	10,877
HOPWA	0
Economic Stimulus	\$3,233,333
Total Formula	\$3,305,189
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	\$2,746,410
Other Funding – private	0
Total	\$6,051,599

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

Table 3
Consolidated Plan Listing of Projects

Applicant's Name District of Columbia

Priority Need
Non-Homeless Special Needs

Project Title
Development Finance Division Project Financing, Acquisition for Rehab

Project Description

This portion of the Development Finance Project Financing for FY2012 (HUD 2011) finances sites acquired by for-profit and non-profit applicants to develop housing, including community-based residential facilities, for households with special needs, including the elderly, disabled, and individuals undergoing treatment for substance abuse. DHCD provides assistance for acquisition and acquisition/rehab project activities in the form of deferred or amortized loans to qualified organizations for eligible activities. The specific project activities that will receive funding are selected during our Request for Proposals (RFP) process that DHCD/Development Finance Division conducts to solicit project proposals. Selected projects are funded after completion of underwriting which takes 90 to 120 days following date of selection. A list of projects selected from the RFP is shown in Appendix H. When they complete underwriting, many of these projects will be executed and funded during FY2012.

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

Location
Community-wide

Objective Number 4.3	Project ID FY2012 DFDPF
HUD Matrix Code 14G	CDBG Citation, 570.202 HOME Citation, 92.205(a)(1)
Type of Recipient For-profit and non-profit organizations	CDBG National Objective LMH
Start Date 10/1/2011	Completion Date 9/30/2012
Performance Indicator Housing units acquired	Annual Units XXX
Local ID 2010	Units Upon Completion XXX

Funding Sources:	
CDBG	\$6,803,370
ESG	0
HOME	\$3,107,514
HOME Program Income	\$0
HOPWA	0
Economic Stimulus	\$18,192,689
Total Formula	\$28,103,573
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	\$24,406,198
Other Funding – private ±	0
Total	\$52,509,772

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



Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need

Owner Occupied and Rental Housing / Community Facility

Project Title

Development Finance Division Project Financing, Rental Housing

Project Description

This portion of the Development Finance Project Financing for FY 2012 (HUD2011) provides low-cost project financing for the rehabilitation and new construction of affordable residential property containing five or more units. The specific project activities that will receive funding are selected during our Request for Proposals (RFP) process that DHCD/Development Finance Division conducts to solicit project proposals. Selected projects are funded after completion of underwriting which takes 90 to 120 days following date of selection. A list of projects selected from the RFP is shown in Appendix H. When they complete underwriting, many of these projects will be executed and funded during FY2012.

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

Location

Community-wide

Objective Number 3.1	Project ID FY2012 DFDPF
HUD Matrix Code 14B	CDBG Citation 570.202 HOME Citation 92.205 (a)
Type of Recipient For-profit and non-profit organizations	CDBG National Objective LMH
Start Date 10/1/2011	Completion Date 9/30/2012
Performance Indicator Housing Units Financed	Annual Units XXX
Local ID 2010	Units Upon Completion XXX

Funding Sources:

CDBG	\$4,535,580
CDBG Program Income	\$0
HOME	\$3,071,676
HOPWA	0
Economic Stimulus	\$12,128,459
Total Formula	\$19,735,715
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	\$16,270,799
Other Funding – private ±	0
Total	\$36,006,514

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

**Table 3
Consolidated Plan Listing of Projects**

Applicant's Name _____ District of Columbia _____

Priority Need
Economic Development

Project Title
Community Services – Commercial Revitalization

Project Description

The purpose of this activity is to enhance the image and overall economic viability of neighborhood business districts by improving the function and appearance of individual commercial façades. Under the Storefront Façade Development activity, the Department will provide grants, through non-profit partners, to retail and commercial property owners for the enhancement of retail and commercial façades in targeted areas of the District. Generally, the Department will provide a grant of up to 80% of construction costs for façade improvements. An additional 20% is provided to the non-profit for administrative and management costs including outreach efforts, design fees, project management, and construction administration. All costs are for the direct delivery of services or completion of projects. Façade development projects may run more than one year, stretching from 18 months to two years for completion. Some funds allocated may be used to complete prior year projects.

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

Location
Community-wide

Objective Number 9.2	Project ID FY2012 NBA NFD	
HUD Matrix Code 14E, 14H	CDBG Citation 570.202	HOME Citation, 92.205(a)
Type of Recipient Non-profit organization	CDBG National Objective LMA	
Start Date 10/1/2011	Completion Date 9/30/2012	
Performance Indicator Businesses assisted	Annual Units XXX	
Local ID 3000	Units Upon Completion XXX	

Funding Sources:

CDBG	\$51,719
HOME	\$51,719
HOPWA	0
Economic Stimulus	\$550,000
Total Formula	\$653,438
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	\$0
Other Funding – private	0
Total	\$653,438

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

**Table 3
Consolidated Plan Listing of Projects**

Applicant's Name _____ District of Columbia _____

Priority Need
Public Services

Project Title
Community Services – Housing Counseling and Development

Project Description

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

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

Location
Community-wide

Objective Number 3.3	Project ID FY2012 NBA HC	
HUD Matrix Code 05	CDBG Citation 570.201(e)	HOME Citation, 92.205(a)
Type of Recipient Non-profit	CDBG National Objective LMC	
Start Date 10/1/2011	Completion Date 9/30/2012	
Performance Indicator People/households	Annual Units XXX	
Local ID 3000	Units Upon Completion XXX	

Funding Sources:

CDBG	\$5,225,882
HOME	\$0
HOPWA	0
Economic Stimulus	\$555,000
Total Formula	\$5,780,882
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	\$17,866
Other Funding – private	0
Total	\$5,798,748

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



Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need
Economic Development

Project Title
DMPED - Skyland Shopping Center

Project Description

In an effort to remain consistent with the approved plans for the area, DMPED plans to provide additional funds to support the redevelopment of the Skyland Shopping Center. The revitalization of the site is expected to provide over 300,000 square feet of retail and some residential housing. In FY12, activities may include, but are not limited to, acquisition of property (through condemnation), property maintenance pending redevelopment, demolition and clearance, environmental remediation, and relocation services and payments to existing businesses/ commercial tenants.

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

Location

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

Objective Number 5.1	Project ID FY2012 DMPED
HUD Matrix Code 1 Acquisition 2 Disposition 4 Clearance and Demolition 8 Relocation	CDBG Citation 570.201 (a), 570.201(b), 570.201(i), 570.203
Type of Recipient Local Businesses	CDBG National Objective LMA
Start Date 10/1/2011	Completion Date 9/30/2012
Performance Indicator Businesses/Individuals	Annual Units XX Businesses
Local ID 5030	Units Upon Completion XX Businesses

Funding Sources:

CDBG	0
CDBG Program Income	\$4,000,000
ESG	0
HOME	0
HOPWA	0
Total Formula	\$4,000,000
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	0
Other Funding – private	0
Total	\$4,000,000

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

**Table 3
Consolidated Plan Listing of Projects**

Applicant's Name District of Columbia

Priority Need
Economic Development

Project Title
DMPED - Economic Redevelopment and Revitalization

Project Description

The Economic Redevelopment and Revitalization Project is used to acquire, rehabilitate, construct and to provide services related to the creation of affordable housing, disposition, urban renewal completion, property management, demolition, clearance and redevelopment of District-owned properties in support of planned redevelopment and economic development projects or programs. The funds cover analyses, and other work product including, but not limited to, relocation related activities/services, appraisals, property maintenance, legal services, architectural and engineering services, environmental reviews and property acquisitions. Specific redevelopment projects on which funds may be expended include, but are not limited to: 6925 Georgia Avenue, NW, New Communities Initiative projects in the Barry Farm, Lincoln Heights, Northwest One, and Park Morton communities; Parcel 42 (7th and Rhode Island Avenue, NW); the redevelopment of The Strand Theater (5131 Nannie Helen Burroughs Avenue, NE); and the Parkside redevelopment project in Southeast.

In addition to CDBG federal funding, aforementioned activities may be funded through NIF, New Communities, Great Streets and other program funding DMPED receives.

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

Location

Community-wide

Objective Number 9.2	Project ID FY2012 DMPED
HUD Matrix Code 02, 04, 07, 08, 14B	CDBG Citation 570.201(a) (b) (d) (h) (i); 570.205
Type of Recipient Local Businesses	CDBG National Objective LMA / LMH
Start Date 10/1/2011	Completion Date 9/30/2012
Performance Indicator Properties assisted	Annual Units TBD
Local ID 5030	Units Upon Completion TBD

Funding Sources:

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

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

**Table 3
Consolidated Plan Listing of Projects**

Applicant's Name _____ District of Columbia _____

Priority Need
Planning/Administration/Financial Services

Project Title
Agency Management Program

Project Description

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

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

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

Location

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

Objective Number 10.2	Project ID FY2012 ADM
HUD Matrix Code 21A	CDBG Citation 570.206 HOME Citation 92.207
Type of Recipient Government	CDBG National Objective N/A
Start Date 10/1/2011	Completion Date 9/30/2012
Performance Indicator Various	Annual Units Various
Local ID 1000	Units Upon Completion Various

Funding Sources:

CDBG	\$3,036,563
HOME	\$1,949,590
HOPWA	0
Economic Stimulus	\$3,251,341
Total Formula	\$8,237,494
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	\$6,671,418
Other Funding – private	0
Total	\$14,908,912

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

**Table 3
Consolidated Plan Listing of Projects**

Applicant's Name _____ District of Columbia _____

Priority Need
Planning/Administration

Project Title
Program Monitoring and Compliance / Portfolio Management

Project Description

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

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

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

Location

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

Objective Number 10.1	Project ID FY2012 PMC
HUD Matrix Code 21A	CDBG Citation 570.206 HOME Citation 92.207 ESG Citation 576.21(a)(5)
Type of Recipient Government	CDBG National Objective N/A
Start Date 10/1/2011	Completion Date 9/30/2012
Performance Indicator Site visits / reports	Annual Units TBD
Local ID 7000	Units Upon Completion TBD

Funding Sources:

CDBG	\$532,337
ESG	0
HOME	\$494,857
Economic Stimulus	\$7,979,669
Total Formula	\$9,006,863
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public	\$1,326,275
Other Funding – private	0
Total	\$10,333,138

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

Table 3
Consolidated Plan Listing of Projects

Applicant's Name District of Columbia

Priority Need
Owner-Occupied and Rental Housing

Project Title
Neighborhood Based Activities – Affordable Housing Development

Project Description

In this activity, the Department provides grants to non-profit partners to conduct predevelopment activity (i.e. securing financing, obtaining permits and pre-marketing of housing units, etc.) for affordable housing for selected development projects in distressed areas of the District. In order to be eligible for this funding, organizations must have an approved HOME funded project. These projects are funded using HOME/CHDO funds in the form of operating grants.

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

Location
Community-wide

Objective Number 4.4	Project ID FY2012 NBA AHD
HUD Matrix Code 21I	HOME Citation 92.208
Type of Recipient Non-profit organization	National Objective LMH
Start Date 10/1/2011	Completion Date 9/30/2012
Performance Indicator Housing units assisted	Annual Units 0
Local ID 3000	Units Upon Completion 0

Funding Sources:

CDBG	0
ESG	0
HOME	\$672,171
HOPWA	0
Total Formula	\$672,171
Prior Year Funds	0
Assisted Housing	0
PHA	0
Other Funding – public*	0
Other Funding – private	0
Total	\$672,171

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

**Table 3
Consolidated Plan Listing of Projects**

Applicant's Name _____ District of Columbia _____

Priority Need
Owner-Occupied and Rental Housing

Project Title
Community Housing Development Organization (CHDO)

Project Description

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

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

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

Location
Community-wide

Objective Number 4.5	Project ID FY2012 CHDO
HUD Matrix Code 12	HOME Citation 92.300
Type of Recipient Non-profit organizations	CDBG National Objective LMH
Start Date 10/1/2011	Completion Date 9/30/2012
Performance Indicator Housing units financed	Annual Units N/A
Local ID 3000	Units Upon Completion N/A

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

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

**Table 3
Consolidated Plan Listing of Projects**

Applicant's Name _____ District of Columbia _____

Priority Need
The Homeless

Project Title
Homelessness Prevention and Rapid Re-housing Program

Project Description

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

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

Location
Community-wide.

Objective Number 1.1	Project ID FY2012 HPRP HP
HUD Matrix Code 05Q	Citation 576.21(a)(4)
Type of Recipient Families & individuals	CDBG National Objective N/A
Start Date 10/1/2011	Completion Date 9/30/2012
Performance Indicator People Assisted	Annual Units: TBD
Local ID 4000	Units Upon Completion TBD

Funding Sources:

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

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

Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need
The Homeless

Project Title
Emergency Shelter Grant Program – Homeless Prevention

Project Description

In partnership with the D.C. Emergency Assistance Fund (“DCEAF”), the Partnership will make emergency homeless prevention assistance available for approximately **XX** families averaging \$**XXX** of assistance per family and **XX** single adults at an average of \$**XXX** each. The funds will be used in accordance with ESG regulations.

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

Location (See Table **XX** for exact locations)

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

Objective Number 1.1	Project ID FY2012 ESG HP
HUD Matrix Code 05Q	ESG Citation 576.21(a)(4)
Type of Recipient Families & individuals, through nonprofits.	CDBG National Objective LMC
Start Date 10/1/2011	Completion Date 9/30/2012
Performance Indicator People Assisted	Annual Units: XX
Local ID 4000	Units Upon Completion XX

Funding Sources:

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

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

Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need
The Homeless

Project Title
Emergency Shelter Grant Program – Shelter Operations

Project Description

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

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

Location
1448 Park Road NW, Washington, DC 20010

Objective Number 1.2	Project ID FY2012 ESG - ESSO
HUD Matrix Code 03T	ESG Citation 576.21(a)(3)
Type of Recipient Homeless families	CDBG National Objective LMC
Start Date 10/1/2011	Completion Date 9/30/2012
Performance Indicator Families sheltered	Annual Units XX Units
Local ID 4000	Units Upon Completion XX units

Funding Sources:

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

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

Table 3
Consolidated Plan Listing of Projects

Applicant's Name _____ District of Columbia _____

Priority Need
The Homeless

Project Title
Emergency Shelter Grant Program – Administrative Costs

Project Description

ESG funds will be used towards the costs of Partnership staff involved in carrying out ESG-eligible administrative activities, to include, program and fiscal monitoring of the ESG-funded activities. Administrative funds may also be passed to fund the administrative functions of the Foundation for the National Capital Region (for DCEAF) and/or the Family Support Collaboratives and the Virginia Williams Family Resource Center.

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

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

Objective Number 1.0	Project ID FY2012 ESG - SO
HUD Matrix Code 21A	ESG Citation 576.21(a)(5)
Type of Recipient Nonprofit	CDBG National Objective N/A
Start Date 10/1/2011	Completion Date 9/30/2012
Performance Indicator N/A	Annual Units N/A
Local ID 4000	Units Upon Completion N/A

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

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

Chapter Seven: Certifications

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

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

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

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

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

- (c) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

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

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

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

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

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

Signature/Authorized Official

Date

Interim Director, DHCD
Title



Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

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

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

Excessive Force -- It has adopted and is enforcing:

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

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

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

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

Signature/Authorized Official

Date

Interim Director, DHCD

Title

OPTIONAL CERTIFICATION
CDBG

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

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

Signature/Authorized Official

Date

Interim Director, DHCD

Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

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

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

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

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

Signature/Authorized Official

Date

Interim Director, DHCD
Title

Specific ESG Certifications

The Emergency Shelter Grantee certifies that:

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

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

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

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

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

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

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

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

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

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

Signature/Authorized Official

Date

Director, DHS
Title

Specific HOPWA Certifications

The HOPWA grantee certifies that:

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

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

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

Signature/Authorized Official

Date

Senior Deputy Director, HAHSTA
Title

Appendix A DHCD Program Descriptions

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

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

This division has three activities:

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

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

This division has six activities:

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

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

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

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

This division has three activities:

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

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

This division has two activities:

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

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

This division has three activities:

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

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

This division has three activities:

1. **Rental Conversion and Sales Division (CASD)** - administers the District's tenant opportunity to purchase program, regulates the conversion of property to condominiums and cooperatives, registers condominium and cooperative projects and administers the structural defect warranty claim program;
2. **Rental Accommodations Division (RAD)** - administers the District's rent stabilization program, including registering and licensing rental housing, administering rent adjustments procedures, processing landlord and tenant petitions, providing conciliation services and acting as a repository for notices to vacate and all rental property records; and

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

Rental Housing Commission (RHC) - enforces the Rental Housing Act of 1985, as amended. The commission has three statutory functions in order to preserve and increase the supply of quality affordable housing in the District: 1) to issue, amend and rescind regulations that are promulgated for enforcement of the Act; 2) to certify and publish the annual adjustment of general applicability to rents and/or rent ceilings, which adjustment is based upon annual changes (if any) in the consumer Price Index for the applicable region in which the District of Columbia is located; and 3) to decide appeals brought to the Commission from the Rent Administrator and the Office of Administrative Hearings (OAH). Although the Commission is an independent quasi-judicial body, it has direct reporting responsibility to DHCD on administrative, management and budgetary matters.

This division has one activity:

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

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

The purpose of the **Agency Financial Operations** program is to provide comprehensive and efficient financial management services to and on behalf of District agencies so that the financial integrity of the District of Columbia is maintained. This program is standard for all Performance-Based Budgeting agencies. More information about the Agency Financial Operations program can be found in the Strategic Budgeting Chapter.

Appendix B Income Levels

**DISTRICT OF COLUMBIA
2012 MEDIAN INCOME TABLES
Effective ~~XXXXXX~~**

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

1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person

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

1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person

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

1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person

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

Median Family Income for Washington Metropolitan Area is ~~XXXXXX~~ for a family of four.

Appendix C Federal Certifications

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

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

B. Drug-Free Workplace Certification

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

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

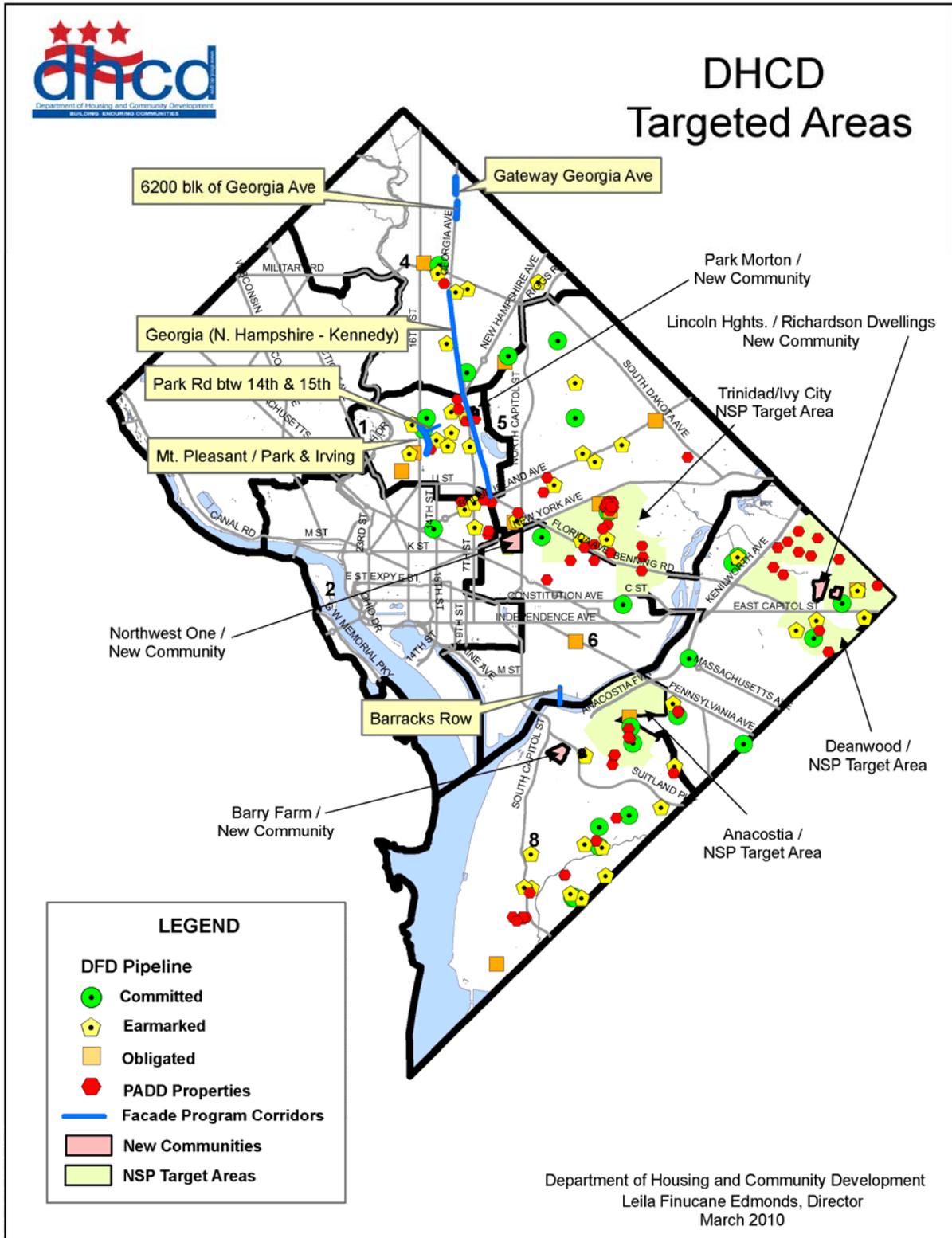
Check if there are workplaces on file that are not identified here.

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

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:
8. "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

9. "Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;
10. "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;
11. "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Appendix D DHCD Target Areas



Appendix E Citizen Participation – Survey Results

The District administered a survey soliciting residents’ comments and views on District housing and community development. The survey was posted on DHCD’s main homepage and also sent to community stakeholders. In total, **XX** respondents participated in the survey, which yielded rich data on the needs and priorities of District residents.

KEY RESULTS

District residents want:

- Housing with more than 2 bedrooms;
- Rental assistance and affordable housing for low to moderate income residents;
- Information and help on making their homes more energy efficient;
- Economic development opportunities (i.e. job creation and retention);
- Services offering vocational training.

District residents are concerned with:

- Homeless needs including social services and housing;
- Blight issues within the District.



Appendix F Public Notice

GOVERNMENT OF THE DISTRICT OF COLUMBIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

Notice of Availability of the

“First Draft Fiscal Year 2011-2015 Consolidated Plan and Fiscal Year 2012 Annual Action Plan for the District of Columbia”

The Department of Housing and Community Development (DHCD) announces the release of the first draft of these documents, available to the public **XXXXXX**, in order to receive public comments on the Plan and budgets to be submitted to the U.S. Dept of Housing and Urban Development (HUD) for the following federal entitlement programs:

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

Both documents will be available for review no later than **XXXXXX**, on the Department’s website www.dhcd.dc.gov and in hard copy at the Department’s offices at 1800 Martin Luther King Jr. Avenue, SE, Washington, DC 20020, at the Housing Resource Center, 1st Floor. Additionally, copies will be available at all public library branches, ANC offices, and the following community-based organizations:

Housing Counseling Services, Inc.
2410 17th Street, NW
Suite 100 - (202) 667-7006

Latino Economic Development Corp.
2316 18th Street, NW
(202) 588-5102

Lydia’s House
3939 South Capitol St., SW
(202) 373-1050

University Legal Services
220 I Street, NE, Suite 130
(202) 547-4747

Central American Resources Center
1460 Columbia Road, NW
(202) 328-9799

If you wish to provide comments for the record, please do so by mail or email by close of business **XXXXXX**. Written statements should be mailed to: Robert L. Trent, Interim Director, DHCD, Attention: Consolidated Plan Comments, 1800 Martin Luther King Jr., Ave., SE, Washington, DC 20020. Emailed comments should be submitted to DHCDEVENTS@DC.GOV with a subject line “Consolidated Plan comments.”

All comments received during the comment period will be responded to in the second draft of the FY2012 Action Plan, to be noticed and released in mid-May. Following the release of the second draft of these documents, DHCD will hold a public hearing to receive additional public comments. In advance of the hearing, DHCD will provide notice in the DC Register of its details, including the availability of translation services. For additional information, please contact Pam Hillsman at Pamela.Hillsman@dc.gov or by phone at (202) 442-7251.

Adrian M. Fenty, Mayor
Valerie Santos, Deputy Mayor for Planning and Economic Development
Leila Finucane Edmonds, Director, Department of Housing and Community Development
www.dhcd.dc.gov

Appendix G Summary of Public Comments

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

In addition to the Needs Hearings in the community, DHCD also conducted an on-line survey of community members to hear their opinions on priority needs relative to housing and community development. Survey results can be found in Appendix E.

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Appendix H Pipeline of Projects to be Funded



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

Victor Hoskins, Deputy Mayor for
Planning and Economic Development

Robert L. Trent, Interim Director
Department of Housing and Community Development

For further information, contact
Alan R. Bray, Resource Management Specialist
(202) 442-7273